Planning Commission

REGULAR MEETING AGENDA

Date: 02/14/2022
Time: 7:00 p.m.
Meeting Location: Zoom.us/join – ID# 871 4022 8110

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: In accordance with Government Code section 54953(e), and in light of the declared state of emergency, all members of the Planning Commission, city staff, applicants, and members of the public will be participating by teleconference.

How to participate in the meeting

- Submit a written comment online up to 1-hour before the meeting start time: PlanningDept@menlopark.org *
- Access the meeting real-time online at: zoom.us/join – Meeting ID# 871 4022 8110
- Access the meeting real-time via telephone (listen only mode) at:
  (669) 900-6833
  Regular Meeting ID # 871 4022 8110
  Press *9 to raise hand to speak

  *Written and recorded public comments and call-back requests are accepted up to 1 hour before the meeting start time. Written and recorded messages are provided to the Planning Commission at the appropriate time in their meeting. Recorded messages may be transcribed using a voice-to-text tool.

- Watch the meeting
  - Online:
    menlopark.org/streaming

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 Meeting

A. Call To Order

B. Roll Call

C. Reports and Announcements

D. Public Comment

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

E. Consent Calendar

E1. Approval of minutes from the December 13, 2021, Planning Commission meeting. (Attachment)

E2. Architectural Control/Audrey Bauer/133 Stone Pine Lane:
Request for architectural control to make exterior modifications to the front façade of an existing three-story townhouse in the R-3 (Apartment) zoning district, including the addition of new gross floor area. (Staff Report #22-008-PC)

F. Public Hearing

F1. Use Permit/Charlene Cheng/269 Willow Road:
Request for a use permit to construct a new two-story residence with an attached garage on a substandard lot with regard to minimum lot depth in the R-1-U (Single Family Urban Residential) district. The parcel is a vacant panhandle lot with access via an easement over 267 and 275 Willow Road, and 269 Willow Road is proposed as the new address for the subject parcel. The proposal also includes a request for a use permit to allow seven-foot tall fences within the front setback. (Staff Report #22-009-PC)

F2. Conditional Development Permit Major Modification/Heather Skeehan (citizenM)/
300 Constitution Drive:
Request for review and approval of major modifications to an approved Conditional Development Permit (CDP) for interior and exterior changes to the previously approved hotel building and changes to the landscaping and on-site circulation. No changes are proposed to the number of rooms (240 rooms), the number of onsite parking spaces (118 parking spaces) or the shared parking agreement between the hotel use and the other site occupant, Meta (formerly Facebook). The proposed modifications would continue to comply with the floor area ratio, building coverage, and maximum height limits of the previously approved CDP. In 2016 the City Council certified an Environmental Impact Report (EIR) as part of its approval of the Meta Campus Expansion Project, which included a potential 200-room hotel. Subsequent revisions to the Meta Campus were previously analyzed through the Facebook Campus Expansion Project First Addendum. In February 2020 the City Council approved revisions to increase the number of hotel rooms to 240 rooms and

approved a shared parking agreement, which was analyzed in a Second Addendum to the certified EIR. The currently proposed revisions have been reviewed against the analysis in the certified EIR, and First and Second Addendums, and the proposed revisions would not result in new impacts or an increase in the severity of previously identified impacts. ***Continued to February 28, 2022 Planning Commission Meeting***

G. Study Session

G1. Study Session/O'Brien Drive Portfolio LLC/1300-1320 Willow Road, 975-995 and 1001-1015 O'Brien Drive:
Study session for a request for a development agreement, architectural control, use permit, lot line adjustment, lot merger, Below Market Rate (BMR) housing agreement, and environmental review to demolish three existing, one-story commercial buildings on three parcels and construct one new five-story building for research and development (R&D), one new four-story building for R&D, and one new six-story parking structure with an attached two-story meeting space on two parcels located in the Life Science, Bonus (LS-B) zoning district. The proposed project would be constructed in two phases, with the five-story R&D building, parking structure, and meeting space to be developed in the first phase and the four-story R&D building in the second phase. The proposed total gross floor area of the project would be approximately 228,260 square feet of R&D space with a floor area ratio (FAR) of 1.24, and 9,600 square feet of commercial space (0.04 FAR). The proposal includes a request for an increase in height and FAR under the bonus level development allowance in exchange for community amenities. (Staff Report #22-010-PC)

H. Informational Items

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

- Regular Meeting: February 28, 2022
- Regular Meeting: March 14, 2022

J. Adjournment

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

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

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

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

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public can view electronic agendas and staff reports by accessing the City website at 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: 02/9/22)

REGULAR MEETING AGENDA DRAFT MINUTES

Date: 12/13/21
Time: 7:00 p.m.
Meeting Location: Zoom.us/join – ID# 831 6644 9012

A. Call To Order

Chair Michael Doran called the meeting to order at 7:02 p.m.

Associate Planner Matt Pruter at Chair Doran's request explained how applicants and the public would be able to participate in the virtual meeting.

B. Roll Call

Present: Andrew Barnes (arrived at 8:17 p.m.), Chris DeCardy (Vice Chair), Michael Doran (Chair), Cynthia Harris, Camille Gonzalez Kennedy, Henry Riggs, Michele Tate

Staff: Ori Paz, Associate Planner; Matt Pruter, Associate Planner; Corinna Sandmeier, Acting Principal Planner; Chris Turner, Assistant Planner

C. Reports and Announcements

Acting Principal Planner Corinna Sandmeier said the City Council at its December 14 meeting would consider interim regulations for the implementation of SB 9 that would become effective January 1, 2022.

D. Public Comment

Chair Doran closed public comment as there were no speakers.

E. Consent Calendar

E1. Approval of minutes from the October 18, 2021, Planning Commission meeting. (Attachment)

ACTION: M/S (Doran/Henry Riggs) to approve the Consent Calendar consisting of the minutes from the October 18, 2021 Planning Commission meeting as submitted; passed 5-0-1-1 with Commissioner Michele Tate abstaining and Commissioner Andrew Barnes absent.

F. Public Hearing

F1. Use Permit/Marjorie Andino/730 Ivy Drive:
Request for a use permit to partially demolish, remodel, and construct first-floor additions to an existing nonconforming one-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district. The proposed work would exceed 75 percent of the replacement value of the existing nonconforming structure in a 12-month period and requires use permit approval by

the Planning Commission. (Staff Report #21-062-PC)

Commissioner Michele Tate was recused from this item.

Staff Comment: Assistant Planner Chris Turner said staff received a question from a commissioner regarding natural gas appliances. He said the project included a gas fireplace proposal and the use of gas appliances was covered by the Building Code. He noted development of the REACH code that said new single-family residences needed to use electricity for space heating and water heating including clothes dryers but could still use gas fireplaces and stoves. He said the kitchen however needed to be prewired for the use of electric stoves in the future.

Applicant Presentation: Marjorie Andino-Rivera, property owner, said she and her husband were hoping to upgrade their home to correct faults and provide for her mother and grandmother to live with them as well as expand living space for her immediate family.

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

Commission Comment: Commissioner Camille Gonzalez Kennedy expressed support for the project and its purposes.

Commissioner Henry Riggs moved to approve as recommended in the staff report. Commissioner Chris DeCardy seconded the motion.

Commissioner Cynthia Harris said she liked that they moved the entry door to the front.

ACTION: M/S (Riggs/DeCardy) to approve the item as presented in the staff report; passed 5-0-1-1 with Commissioner Tate recused and Commissioner Barnes not yet in attendance.

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, “Existing Facilities”) of the current California Environmental Quality Act (CEQA) Guidelines.

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

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

    a. The applicant shall be required to apply for a building permit within one year from the date of approval (December 13, 2022) for the use permit to remain in effect.

    b. Development of the project shall be substantially in conformance with the plans prepared by Los Reyes Architecture, consisting of six plan sheets, dated received October 27, 2021 and approved by the Planning Commission on December 13, 2021, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

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

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

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

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

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

h. Simultaneous with the submittal of a complete building permit application, the applicant shall provide documentation indicating the amount of irrigated landscaping. If the project proposes more than 500 square feet of irrigated landscaping, it is subject to the City's Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). Submittal of a detailed landscape plan would be required concurrently with the submittal of a complete building permit application.

i. Simultaneous with the submittal of a complete building permit application, the applicant shall submit an Erosion Control Plan and construction detail sheet that documents all erosion control measure implemented during the course of construction including, but not limited to, straw waddles, silt fence, temporary construction entrances, inlet protection, check dams, tree protection fencing, etc.

j. Required frontage improvements include but not limited to: Construct a new concrete curb and gutter along entire project frontage conforming to the adjacent properties.

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

a. Simultaneous with the submittal of a complete building permit application, the applicant shall revise the site plan and elevation drawings to correctly show the existing nonconformity on the left side of the residence. Additionally, the applicant shall demonstrate that the proposed eaves will comply with the maximum allowed eave encroachments on the left side. The applicant shall note that that existing nonconforming portions of the wall may not be removed, and if they are removed, that they cannot be rebuilt in their existing location.

F2. Use Permit and Variance/Rasoul Oskouy/671 Live Oak Avenue:
Request for a use permit to demolish an existing one-story, single-family residence and detached accessory buildings, and construct a new two-story, single-family residence with an attached garage on a substandard lot with regard to minimum lot width and area in the R-3 (Apartment) zoning

district. The proposal includes a request for a variance for the new residence to encroach into the required 20-foot separation distance between main buildings located on adjacent lots. The project also includes a new accessory dwelling unit (ADU) above the attached garage, which is a permitted use, and not subject to discretionary review. (Staff Report #21-063-PC)

Staff Comment: Planner Turner said staff had no additions to the staff report.

Applicant Presentation: Daryl Fazekas, project architect, said their request was a variance to allow construction of a garage at a 10-foot setback, which did not meet the 20-foot building separation distance requirement between main buildings on adjacent lots.

Rasoul Oskouy, property owner, said the project would bring added housing density to the downtown including an ADU at the front of the house.

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

Commission Comment: Commissioner Riggs said the property was an R-3 zone and asked why they had not proposed a multi-unit building. Mr. Fazekas said they had done sketches to do that and found parking requirements were prohibitive and would have needed an extra-large front driveway for which there was insufficient space. He said there was also a large oak tree in the back to preserve.

ACTION: M/S (DeCardy/Kennedy) to approve the item as recommended in the staff report; passed 6-0-1 with Commissioner Barnes not yet in attendance.

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

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

3. Make the following findings as per Section 16.82.340 of the Zoning Ordinance pertaining to the approval of the variance:

    a. The combination of lot shape and the nonconformity of the adjacent building are unique hardships to this lot. The adjacent building is excessively nonconforming, which affects the placement of the proposed residence. The location of the adjacent building and shape of the subject property are circumstances not created by the owner of the property and create a hardship for creating a livable residence.

    b. The outcomes that would be gained by the variances are property rights possessed by other conforming property in the same vicinity as other conforming properties in the R-3 district would have the right to build to a standard 10-foot side setback. The setback regulations of the adjacent property and existing building effectively create a 15-foot side setback on the subject property, which is 50 percent greater than requirements on other R-3 lots.

c. The encroachments into the 20-foot separation requirement between main buildings on adjacent lots would comply with the standard 10-foot side setback in the R-3 district. A 15-foot separation distance would remain between the two structures and would not be detrimental to the public health, safety, or welfare, and would not impair an adequate supply of light and air to adjacent property.

d. Similar to the discussion on findings a and b, staff believes there are unique aspects of the parcel's shape and orientation that create a unique situation that would not be generally applicable to other single-family homes in the same zoning district. A variance would allow the residence to fit within the development pattern of adjacent residences and other properties in the R-3 zoning district.

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

4. Approve the use permit and variance subject to the following ***standard*** conditions:

a. Development of the project shall be substantially in conformance with the plans prepared by Daryl Fazekas, consisting of 10 plan sheets, dated received November 15, 2021, and approved by the Planning Commission on December 13, 2021, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.

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

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

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

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

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

g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance, the arborist report prepared by Colony Landscape and Maintenance, dated July 15, 2021, and the addendum to the arborist report prepared by Colony Landscape and Management, dated July 16, 2021.

F3. Use Permit and Architectural Control/Matthew Pearson/66 Willow Place:
Request for a use permit and architectural control to construct a 1,440-square-foot temporary modular office in the C-1 (Administrative and Professional District, Restrictive) district. The applicant requests that the office module be placed on the property for a period of three years to accommodate additional temporary staff associated with the completion of the Stanford Hospital expansion. The office module would occupy nine parking spaces, decreasing the number of parking spaces from 91 to 82 spaces where 77 spaces is required. (Staff Report #21-064-PC)

Staff Comment: Associate Planner Ori Paz said staff had no additions to the staff report.

Questions of Staff: Commissioner Riggs asked if the modular would be visible from the Palo Alto side of the Creek. Planner Paz said the applicants would be better able to answer that.

Commissioner Riggs asked if residents within 300 feet of the parcel in Santa Clara County were also notified. Planner Sandmeier confirmed that noticing was done within 300-foot radius of the subject property and that included properties outside of Menlo Park in this instance. Commissioner Riggs referred to air conditioning units that were attached to modular units and if those met the City's noise ordinance.

Applicant Presentation: Molly Swenson, Senior Program Manager in Stanford Medicine's Planning, Design and Construction Department, said their primary office had been located at 66 Willow Place for approximately 10 years. She said their proposal was to locate a temporary modular office in the rear parking lot and behind their existing office building for a period of three years. She said the proposal would take nine parking spaces, but the total number of parking spaces would still exceed the required minimum parking. She said the site was bordered on two sides by the San Francisquito Creek and on the other two sides by office buildings. She said residential properties were on the other side of the Creek, but their site was heavily wooded, and the proposed trailer would not be visible. She said tree protection was a key consideration in developing the plans and their proposal was expected to have very limited impact on existing site trees. She said operating hours for the temporary office would be the same as their existing facility, which was roughly 8 a.m. to 5 p.m., Monday through Friday. She said they reached out to neighbors within the 300-foot radius including the Palo Alto neighbors and included a contact email. She said no comments or concerns were received.

Tran Le, Project Manager, said she reached out to the supplier of the modular building regarding the HVAC specifications, and was sent a list that was not specific to a particular model. She said she took the highest value of noise measured at 10 feet from the module, which would be 67.1 decibels. She said the nearest residential property was approximately 170 feet away from the module. She said the noise level at 160 feet would be attenuated to about 51 decibels well below the 60-decibel daytime allowance. She said the night time decibel limit was not applicable as the building would not be operated at night.

Commissioner Riggs said the City's noise ordinance was applicable at the property line and suggested the applicants inform the modular building provider that the AC units would need to meet the City's noise ordinance.

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

Commission Comment: Commissioner Riggs said in his experience that temporary modulars often did not leave and he wanted to see this one removed in three years.

ACTION: M/S (Riggs/Kennedy) moved to approve the item as recommended in the staff report; passed 6-0-1 with Commissioner Barnes not yet in attendance.

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:
    a. The general appearance of the structure is in keeping with the character of the neighborhood.
    b. The development will not be detrimental to the harmonious and orderly growth of the city.
    c. The development will not impair the desirability of investment or occupation in the neighborhood.
    d. The development would not modify the previously approved adequate parking as required in all applicable city ordinances and has made adequate provisions for access to such parking.
    e. The property is not within any Specific Plan area, and as such no finding regarding consistency is required to be made.
4. Approve the use permit and architectural control subject to the following ***standard*** conditions:
    a. The applicant shall be required to apply for a building permit within one year from the date of approval (by December 13, 2022) for the use permit to remain in effect.
    b. Development of the project shall be substantially in conformance with the plans prepared by PHd Architects, Inc. consisting of 14 plan sheets, received December 3, 2021 and approved by the Planning Commission on December 13, 2021, subject to review and approval by the Planning Division.
    c. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.

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

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

f. All applicable public right-of-way improvements, including frontage improvements and the dedication of easements and public right-of-way, shall be completed to the satisfaction of the Engineering Division prior to building permit final inspection.

g. Post-construction runoff into the storm drain shall not exceed pre- construction runoff levels. The applicant's design professional shall evaluate the Project's impact to the City's storm drainage system and shall substantiate their conclusions with drainage calculations to the satisfaction of the City Engineer prior to building permit issuance.

h. Simultaneous with the submittal of a complete building permit application, the applicant shall provide documentation indicating the amount of irrigated landscaping. If the project proposes more than 500 square feet of irrigated landscaping, it is subject to the City's Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). Submittal of a detailed landscape plan would be required concurrently with the submittal of a complete building permit application.

i. Heritage and street trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report updated by Aesculus Arboricultural Consulting dated December 8, 2021.

j. If construction is not complete by the start of the wet season (October 1 through April 30), the Applicant shall implement a winterization program to minimize the potential for erosion and sedimentation.

k. Prior to building permit issuance, Applicant shall pay all applicable City fees. Refer to City of Menlo Park Master Fee Schedule.

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

a. The use permit shall expire and the applicant shall remove the modular office and all temporary site improvements three years after the date of the final inspection or issuance of temporary occupancy for the modular office, subject to review and approval by the Planning and Building Divisions.

b. Simultaneous with the submittal of a complete building permit application, the applicant shall submit an updated arborist report correcting missing values in the appraised value column subject to review and approval by the Planning Division and City Arborist.

F4. Architectural Control and Use Permit/Paul Turek/2400 Sand Hill Road:
Request for architectural control review and a use permit to construct a new entrance along with other modifications to an existing commercial building in the C-1-C (Administrative, Professional, and Research, Restrictive) zoning district, at 2400 Sand Hill Road. The project also includes landscape modifications. (Staff Report #21-065-PC)

Staff Comment: Planner Pruter said staff had no additions to the staff report.

Applicant Presentation: Kelly Simcox, principal architect for Studio G Architects, said she had worked closely with their client, the design team and planning staff on the project. She provided a general visual summary of the project.

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

Commission Comment: Chair Doran said the project was attractive and the ADA improvements were welcome. He moved to approve. Commissioner Riggs seconded the motion and commented on excellent integrative architectural work that Studio G had done in Menlo Park.

ACTION: M/S (Doran/Riggs) to approve the item as recommended in the staff report; passed 6-0-1 with Commissioner Barnes not yet in attendance.

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

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

3. Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:

    a. The general appearance of the structure is in keeping with the character of the neighborhood.

    b. The development will not be detrimental to the harmonious and orderly growth of the City.

    c. The development will not impair the desirability of investment or occupation in the neighborhood.

    d. The development provides adequate parking as required in all applicable City Ordinances and has made adequate provisions for access to such parking.

    e. The property is not within any Specific Plan area, and as such no finding regarding consistency is required to be made.

4. Approve the use permit and architectural control subject to the following ***standard*** conditions:

a. The applicant shall be required to apply for a building permit within one year from the date of approval (by December 13, 2022) for the use permit to remain in effect.

b. Development of the project shall be substantially in conformance with the plans prepared by Studio G Architects, consisting of 92 plan sheets, dated received December 8, 2021, and approved by the Planning Commission on December 13, 2021, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.

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

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

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

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

g. Post-construction runoff into the storm drain shall not exceed pre-construction runoff levels. The applicant's design professional shall evaluate the Project's impact to the City's storm drainage system and shall substantiate their conclusions with drainage calculations to the satisfaction of the City Engineer prior to building permit issuance.

h. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by Tree Management Experts, dated received September 20, 2021.

i. Prior to building permit issuance, the applicant shall pay all applicable City fees. Refer to City of Menlo Park Master Fee Schedule.

5. Approve the use permit and architectural control subject to the following ***project-specific*** condition:

a. Prior to final inspection, the applicant shall record both the emergency vehicle access easement and stormwater operations and maintenance agreement, subject review and approval by the Engineering Division.

G. Study Session

G1. Study Session/Cyrus Sanandaji/1300 El Camino Real:
Study session on a request for a zoning text amendment to modify Municipal Code Chapter 16.92 (Signs-Outdoor Advertising) with regard to a previously approved architectural control, below market

rate housing agreement, environmental review, and use permit for a new mixed-use office, residential, and retail development on a 6.4-acre site in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The proposed zoning text amendment includes eliminating the square footage cap on the total sign area for larger projects within the SP-ECR/D zoning district and establishing new regulations to calculate permitted signage for certain projects in the SP-ECR/D zoning district. (Staff Report #21-066-PC)

Staff Comment: Planner Sandmeier said she had no updates to the written report.

Chair Doran confirmed with Ms. Sandmeier that the question of recusal applied previously had been resolved.

Applicant Presentation: Cyrus Sanandaji, project representative, said at the prior study session in November 2021, he had outlined the need to amend the signage ordinance as it did not consider buildings developed under the Downtown Specific Plan. He said when the Specific Plan was approved the City Council had directed Planning to do a signage study. He said it had not been completed and with their 1300 El Camino Real and Stanford's Middle Plaza projects nearing completion, his group was requested to spearhead the effort to determine what was needed to amend the signage ordinance appropriately. He said at the prior study session on this with the Planning Commission they outlined the challenges the current ordinance posed to development under the Specific Plan and the specific modifications being sought. He said feedback from that session leading to this study session was to summarize the existing sign regulations that would not change. He said they were asking for a very specific modification to allow larger frontage projects to have an equitable share of signage from an overall square footage standpoint. He said to support that and justify the request they were asked to study the precedent signage standards and provide examples within Menlo Park and in adjacent jurisdictions of Palo Alto and Redwood City; also, to refine the proposed signage standards to address various comments by Planning Commission members around the potential of creating a Times Square / Las Vegas stye environment. He said they were urged to formally conduct community outreach.

Mr. Sanandaji said the current signage ordinance had a 100 square foot cap for the primary frontage regardless of the size and 50 square foot cap on secondary frontage. He said this cap hurt projects like Springline or Middle Plaza disproportionately as those had significant frontages. He said with that Springline could have only 200 square feet of signage for the entire project. He said that would not even cover the Springline project identity on the arch between the two buildings on El Camino Real. He said the amendment they were proposing to the signage ordinance would apply specifically to the Downtown Specific Plan area only. He said tonight's study session purpose was to get Planning Commission feedback on their proposal for amendment to allow for the community serving and retail uses and other commercial users to receive proportionate signage rights relative to the rest of Menlo Park. He said that would then allow them to move forward with their marketing efforts and hopefully successful leasing and activation of the project. He said if the ordinance was amended projects would still need to bring a master sign plan for multi-tenant projects to the Planning Commission for approval.

Mr. Sanandaji said they looked at signage regulations for the City of Palo Alto. He said similarly they required a master sign plan but like their proposed amendment they had no limitations resembling what Menlo Park currently had. He said the allowances in terms of freestanding signs and wall signs, and their combination, in the City of Palo Alto exceeded what they were proposing in their formulation. He said the City of Redwood City similarly had a sign area formula that calculated one and a half square feet of sign area to one linear foot of frontage and that was significantly greater

than the proposed formula that they would like for the downtown area. He said the City of Redwood City allowed that each ground floor establishment might display one sign and each legally recognized tenant be allowed at least 50 square feet of sign area. He said they use a master sign program and discretionary review to ensure conformance with the overall signage ordinances.

Mr. Sanandaji presented their proposed signage standard modifications that included revisions made in response to various Planning Commissioners' feedback during the first study session. He said they were seeking to eliminate the 100 and 50 square foot caps on signage for projects that had much longer street facades. He said Chair Doran he believed had raised a concern that if the current caps were removed there was a potential of the allowable 1,000 square feet being turned into one massive billboard for a single tenant. He said to address that they were proposing a single sign cap of 50 square feet, regardless of what the total allocation was.

Mr. Sanandaji commented on the public outreach they had done with both residential and business neighbors, a variety of business groups and the Chamber of Commerce leading up to the first study session. He said most recently that they had a stand at several Farmer's Markets to try to engage with the community and solicit feedback. He said they received very positive support for the proposed ordinance amendment.

Chair Doran opened public comment.

Public Comment:

- Michael Burch, Scott AG, said they were the signage designer and consultant for the Middle Plaza project. He said they had been working with City staff for the past two and a half years toward a good solution to the signage issue of not being able to accomplish an appropriate level of signage for the mixed use project that was Middle Plaza with the residential project, retail at the Plaza space, and three office buildings. He said he provided a letter of support for the Springline text amendment and included a basic massing study for the Middle Plaza project elevations of the El Camino Real frontage. He said their project had about three times the frontage along El Camino Real that the Springline project had. He said they could accomplish good signage under the proposed 1,000 square feet even on 1,600 feet of linear frontage.

Chair Doran closed public comment. He noted for the record that Commissioner Barnes had arrived. He told Commissioner Barnes that the Commission was on the study session item and had just heard from the applicant and received public comment.

Commission Comment: Commissioner DeCardy referred to Attachment A and said the parcel closest to Santa Cruz Avenue going up El Camino Real from the Middle Plaza project was the shopping area with Big 5 and other stores. He said that was one parcel and multiple tenants. He asked why the proposed project and the Middle Plaza project were different from that one.

Planner Sandmeier said she could research the parcel during the meeting as she was not familiar with its specifics regarding signage for that parcel.

Commissioner Riggs said he had made a specific comment at the October study session, noting it was not listed in this staff report about limiting top of building signage differently than overall building signage as it was undesirable to clutter and overemphasize what would be visible from a distance, which also was when the building was seen for the longest period of time. He said although Mr. Sanandaji had expressed similar concern the amendment would codify signage for other persons

who might not share that concern. He said what was presented tonight as a perspective for Springline was attractive particularly in part because the colors were all pulled from the existing building palette. He said that was not something they could regulate necessarily. He used corporate signage and colors as an example. He suggested codifying color palette in some way. He asked if there were existing regulations about flashing lights or moving images on signage, noting Mountain Mike's signage. Planner Sandmeier said that flashing and moving lights on signage were not permitted. She said she was alerted to the particular building on El Camino Real Commissioner Riggs mentioned and would follow up with code enforcement.

Commissioner Riggs said related to fine tuning the proposed modifications that a suggestion was to budget every 100 feet of frontage but that it would be rounded up 150 feet. He said it seemed that a building with 150-foot frontage or a portion of a building would be allowed to have double the signage that was anticipated on a 100-foot frontage. He said he was not sure that was how to do that. He said perhaps saying at a 150-foot of frontage you could have 50% more but he would be more comfortable if the allowance did not jump to double. He said he was particularly open to staff's response to that. He said he thought he understood what was intended for the parking and way finding signage and what was written in the narrative of Attachment B that was offered by the applicant. He said that would benefit from being codified. He said for example that the parking signage would not state "Data House Parking Here" with the Data House logo and colors. He said in the applicant's submittal, sheet 5 in Attachment C (not titled that but located between Attachments B and D) frontage was indicated with a green line but the courtyard frontages were not part of the formula. He said he was fairly sure those were intended not to be included but he wanted that clarified. He referred to page 7 of the staff report and prompts for the Planning Commission to consider and noted the three bullet points.

- Are the proposed formulas for calculating signage generally supported?
- Should a Master Sign Plan be required for projects that fall under the proposed Zoning Ordinance text amendment?
- Should office tenant signage limitations be based on Springline's proposal to allow one sign per 100 feet of the applicable frontage and one ground-mounted monument sign per office building (with the provision that frontage over 150 feet would be rounded up to allow two signs)?

Commissioner Riggs asked whether full time, qualified staff assigned to this project might provide their considered and informed opinion on the issues listed.

Chair Doran said he would recognize Steve Atkinson to speak first.

Steve Atkinson, Arent Fox, Springline project, said he would like to address some of Commissioner Riggs' comments and questions. He said 100 foot and 150 feet referred to the proposal piece regarding limitations on office signage. He said the letter from the Middle Plaza project proposed a slightly different calculation for that limitation. He said it basically took the frontage, multiplied it by 1%, and then multiplied that by 50. He said doing that for the Springline project the result was a very similar number to the one doing Springline's proposed formula. He said for the Middle Plaza project that method worked a bit better due to the project's unique configuration. He said Springline was prepared to go with that alternative funding and for that project would result in approximately four 50 square foot signs on the El Camino Real frontage.

Requested by the Chair, Planner Sandmeier said in response to Commissioner Riggs that generally staff was supportive of the applicant's proposal based on the massing studies provided by the

applicants for Springline and Middle Plaza projects as well as with comparing neighboring or nearby jurisdictions having similar downtowns on the El Camino Real corridor.

Chair Doran referred to the points for Commission consideration and mentioned that hearing from each Commissioner on those helped staff's work. He said he supported the proposed formulas for calculating signage and was in favor of a Master Sign Plan as stated. He said regarding the third bullet point it seemed the Middle Plaza consultant solution addressed Commissioner Riggs' concern and was supported by the Springline project applicant. He said he would favor that rather than the Springline proposal that seeded to jump to 150 feet. He said he supported the proposed ordinance amendment.

Commissioner Kennedy said she was generally supportive of the proposed ordinance amendment. She noted challenges around signage and brand alignment. She said she thought it was important to have cohesive signage elements within the bigger scope and then where a company's brand and logo were intertwined to have that at a smaller level. She said that larger corporate entities as tenants might push back if not allowed their branding signage so they could allow that just not at a gigantic scale.

Commissioner DeCardy noted the public outreach at the Farmers' Market and asked how many people the applicants spoke with and if tracked how many provided feedback, and if they could characterize the feedback.

Mr. Sanandaji said they had about 10 conversations at each Farmers' Mark that for the most part was at a casual level. He said a few people engaged with his colleagues representing the project and those people appreciated the need for retailers to be noticed. He said they had great interest in what retailers would be there toward the goal of enlivening the downtown and making it fun.

Commissioner DeCardy said he appreciated their presentation summary about the history of signage and guidance already in place. He said one of those said in general that signage should be eight to 18 inches in height and to 24 inches only were there were large setbacks. He asked for their thoughts on that. He said in the unlabeled attachment (assumed Attachment C) that at the upper floors for an example it appeared signs were 30 inches in height and 20 feet wide. He asked how that aligned with the historical one regarding height. He said the last slide they showed, sort of a street view looking at the project, looked fantastic, but it was not a view anyone would have so that was misleading. He said that large signs at a distance would work but here there was no distance.

Mr. Sanandaji asked that the slide referred to be shown. He said the green indicated where signage would be placed and not the size of it. He said one of their proposals was to limit any one individual sign to 50 square feet so signs 30 inches by 20 feet long were not possible. He showed slides that better demonstrated the pedestrian's view of the frontage.

Commissioner DeCardy said he expected the City's downtown would become denser noting multiple reasons for that. He said opposing that would be people's concern about missing the look and feel of a smaller community. He said that signage played a big part in that, and he thought the signage in the community currently was a mess and a hodgepodge of distraction. He wanted his bias on that to be clear. He said in general they were headed in the right direction but signage that would be allowed up high was too big. He said he supported individual storefronts having their own signs. He said in general it was headed in the right direction, there should be a Sign Master Plan, and while they had reduced the proposed amount of signage from where they were before, he still thought it was too much. He referred to Commissioner Riggs' points about staff perspective and expertise and

suggested that it would be great to hear from them in detail about the history of the Big Five property. He said he appreciated the information from nearby jurisdictions, but the comparisons were not straight forward for the Commissioners, or at least to him. He said it would be helpful if staff as this moved forward to the City Council for consideration presented those comparisons "apples to apples."

Commissioner Barnes apologized that he was late due to a work meeting and asked about the Master Sign Plan and whether its review was discretionary or not. Planner Sandmeier said it was anticipated as discretionary. She said input from the Commission on what particular specifics were desired for that would be helpful for staff to know. She said the Big Five property on El Camino Real had a Conditional Development Permit, but that did not seem to have any special signage allowances. She said signage along El Camino Real frontage was the only signage that would be limited to the 100 square feet commercial signage. She said any signage adjacent to the driveway facing private property would not be limited. She said they would need to do an inventory to ensure all the signs had been permitted.

Commissioner Barnes said regarding a Master Sign Plan that he would prefer to see some consistency and transparency in the process. He said his concern was about the level of discretion or the lack of consistency and transparency. He said he wanted it to be clear what was acceptable in Menlo Park for signage, and what was not. He asked what level of discretion was being contemplated.

Planner Sandmeier said as mentioned in the applicant's presentation the current design guidelines were fairly strict. She said the draft ordinance as written now said that any signage that went beyond the 100-foot cap currently allowed would require a Master Sign Program and that needed Planning Commission discretionary review. She said none of the signs under the new proposed language would be approved at staff level. She said if the Commission liked it could advise adding specific parameters to future review of Master Plan Programs, for example, more restrictive colors or such things than what's in the current design guidelines as that would be helpful for staff to know. She said how it was now contemplated a Master Sign Program might allow something that the current design guidelines said was not recommended. She said the Planning Commission could provide advice that a Master Plan Program should be limited to the design guidelines and then reviewed in conformance to make sure everything had a cohesive look.

Commissioner Barnes said his preference was that the Commission would be queried when the proposal did not conform to the Master Sign Program and was seeking allowance similar to use permit process.

Commissioner Tate said she agreed with Commissioner Barnes' comments on a Master Plan Program and discretionary review. She said regarding company logos and branding she agreed with Commissioner Kennedy those should be scaled back and suggested similar to what was seen in planned communities.

Commissioner Riggs said he agreed with Commissioner Barnes' call to make the regulations as specific as possible and limiting how much discretion the Planning Commission would have. He said there were risks as it was difficult to anticipate a mistake that might slip through the intent of the regulation. He said maybe the main variable to be concerned with was color. He said previously they had been concerned about bright red and bright yellow. He said perhaps it could be written that it was nondiscretionary if the colors come from the base colors of the building and not some small

amount of trim color. He said if more color or a particular lighting of the signage was desired that would come for discretionary review. He said that was a sample idea.

Commissioner Harris said she would like the rules to be consistent, clear and simple enough, so it was easier for developers to execute them and for staff to check without the need of much oversight by the Planning Commission. She said she would also like it to be reasonable and supportive of success for Menlo Park businesses. She said they were looking at adding retail in an area where retail was already difficult so she would not want the rules to be so onerous it created issues for new retail. She said she would not want brands to be restricted or requiring changing the colors of logos.

Chair Doran said he thought the Master Sign Plan was a good idea and did not see it as a way out of restrictions proposed in the ordinance. He said he did not think the Master Sign Plan should allow larger signs and more signs. He said his concept of what a Master Sign Plan would do was to ensure a cohesive look for development so you would not have a riot of different types of signs and flashing colors close together. He said the rules themselves should be prescriptive to make it easier for applicants to plan and make things more consistent and fairer. He said regarding colors that he was concerned about the size of signs much more than about the colors. He said if retailers had a color scheme that was part of their branding, he would not want to require them to use a different color.

Commissioner Kennedy said a company's brand was not their sign and their brand was typically their logo, so the logo and sign were two different things. She said as this was a sign ordinance then they were talking about the name of the company and not its designed logo. She said if they were placing rules around size then they might also have to consider the variety of colors that signs typically come in as signs do double duty as a logo for a company. She said for example Lululemon's sign stated Lululemon, but their brand was the weird little thing that was their logo. She said Bank of America signs often had their logo embedded in it. She said it would be challenging to have an enormous sign with part of a logo embedded in it . She said what the applicant had talked about tonight was just words and no logos. She said what signage was presented on screen tonight had no logos.

Recognized by Chair Doran, Mr. Sanandaji clarified that they did not have a specific tenant or set of tenants and what they presented was not a Master Sign Plan proposal for their project but was generic. He said Phil's Coffee right around the corner by the train station was the perfect example of a retail sign with their logo and name. He said that was what they were proposing for these signs.

Commissioner Kennedy said that was different from signs high above El Camino Real. She used an example of Allstate and their logo, gigantic size, and said that would be gaudy.

Mr. Sanandaji said he agreed with that. He said the clarification he was trying to make was those projects like Springline and Middle Plaza would be self-governing and judicious about the use of their sign allocation as they had to maintain flexibility. He said for instance what if one of their large restaurant tenant's business failed to work out for some reason and they had to demise that space into three uses. He said they could not suddenly strip signage off other tenants or shrink their signage down. He said what they would propose later as their final plan would demonstrate that there was ample flexibility for future demising of the retail suites. He said they would at the most have two signs at the upper levels and those were capped at 50 square feet and the majority of signage would be on the ground floor to identify retailers.

Commissioner Tate said she believed the applicant had answered her question by his comments about Phil's Coffee sign with their name and logo. She said companies would want signs that provided brand recognition and would want to advertise or have on the building whatever it was they used as their marketing tool.

Commissioner Harris commented that for some their mark would be their name such as FedEx and for others a symbol. She said she did not think they could say whether a company could have a logo or not. She said for her it was having the appropriate size for signs.

Commissioner Barnes said the sizing and placement of signage did not seem out of context for the building or the El Camino Real corridor. He said it was appropriate for businesses located in Menlo Park to have the equity needed in terms of signage to thrive.

Replying to Chair Doran, Planner Sandmeier said most of staff's questions had been answered. She said Commissioner DeCardy asked earlier about more specific comparisons. She said she did some very rough estimates for the Springline project along the El Camino Real frontage. She said just looking at the City of Palo Alto's requirements for wall signage limits and freestanding signs that with that Springline could have along that frontage 500 or 550 square feet if it was in Palo Alto and along El Camino Real. She said that was similar to the proposed ordinance that would allow 540 square feet. She said in the City of Redwood City if Springline had the same frontage along El Camino Real but was outside their Downtown Precise Plan it would be allowed about 685 square feet of signage very roughly. She said that was more than the 540 square feet permitted through the proposed amendment and if within the Redwood City Downtown Precise Plan quite a bit more signage would be permitted with different types of signage as outlined in the staff report.

Commissioner DeCardy said he thought that information would be helpful as the proposed ordinance moved to City Council.

Commissioner Harris said that they all seemed to want the rules to be consistent and easy to follow so they did not have to make a lot of judgments later. She said one comment by Commissioner Riggs she did not think they discussed was whether the building signage should be different at the top of the building versus the side of the building.

Commissioner Tate said in her opinion the signage on the sides of the building should be smaller.

Commissioner Riggs asked if Commissioner Tate's comment was in response to his suggestion that signage at the top of the building typically used by a major tenant to identify that building as them would not have as many square feet as the dozen tenants on the ground floor that got their own individual signs.

Commissioner Tate said it was. She said if they were looking at putting together guidelines to go forward that the side of the building might very well face a residential street and there, she did not think signage needed to be huge for the major tenant.

Replying to Commissioner Barnes, Planner Sandmeier said the way the draft ordinance was written El Camino Real was the front. She said she thought the idea of allowing less or smaller signage on upper floors sounded reasonable. She said some cities had those types of regulations especially since retail tenants were usually on the first floor. She said that way the building could become a little more pedestrian in scale. She said it was helpful to hear that was important to some Commissioners to be included in the ordinance.

Commissioner Barnes said upper floors and sides of buildings seemed to be used interchangeably.

Planner Sandmeier asked for clarification whether the concern about signage and size was more that it was along a secondary frontage or even a third frontage as with Springline or if along the El Camino Real frontage the preference was not to have large signs or to have smaller signs for upper floors.

Chair Doran said in this zoning district, a commercial district, he was less concerned about the sides of the building and signage. He said all sides of this project would be commercial and he thought that was generally true of the Downtown Specific Plan area. He said the proposed size limitations on the upper floors made sense to him. He said having the primary tenant or anchor tenant's sign on the upper floors did not offend his view either walking or driving in its vicinity.

Commissioner DeCardy said he questioned the need for signage at all on upper floors. He said he questioned the total amount of space for signage. He said he was fine with colors, but he would not want flashing lights. He said businesses could do great with attractive and well-placed signage.

H. Regular Business

H1. Review of Draft 2022 Planning Commission Meeting Dates. (Staff Report #21-067-PC)

Planner Sandmeier said staff had no additions to the staff report.

Chair Doran opened the public comment period and closed it as there were no speakers.

Both Commissioners Harris and Tate indicated they would not be available May 23.

Chair Doran commented that with five Commission members available that was a quorum and if closer to that date a quorum was not possible another meeting date could be identified.

ACTION: M/S (Barnes/DeCardy) moved to approve the calendar as submitted; passed 7-0.

I. Informational Items

I1. Future Planning Commission Meeting Schedule.

- Regular Meeting: December 20, 2021 – Cancelled

J. Adjournment

Chair Doran adjourned the meeting at 9:35 p.m.

STAFF REPORT

Planning Commission
Meeting Date: **2/14/2022**
Staff Report Number: **22-008-PC**

Consent Calendar: **Architectural Control/Audrey Bauer/133 Stone Pine Lane**

Recommendation

Staff recommends that the Planning Commission approve a request for architectural control to make exterior modifications to the front façade of an existing three-story townhouse in the R-3 (Apartment) zoning district, including the addition of new gross floor area. The recommended actions are contained within Attachment A.

Policy Issues

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

Background

Site location

The subject property is located at 133 Stone Pine Lane, in the Park Forest neighborhood near the City's northern border. The adjacent parcels along Stone Pine Lane are also located within the R-3 (Apartment) zoning district, and contain townhouses and associated common space. The subject parcel and the townhouses surrounding the parcel were originally developed under the jurisdiction of San Mateo County as a Planned Unit Development and are known collectively as the Park Forest development. The area represents a variety of architectural styles, with most townhouses at a three-story scale. Many residents have modified their units since being annexed into the City of Menlo Park. A location map is included as Attachment B.

Analysis

Project description

The existing townhouse contains approximately 2,624.5 square feet of gross floor area. The existing townhouse also includes a two-car garage, which is not included in the calculation of gross floor area. The townhouse consists of three levels with two bedrooms and two and a half bathrooms. The applicant is proposing to add a new bay window, which would add 11.5 square feet, and to modify the interior layout, which would create a third bedroom on the third floor but would not add square footage. The applicant is proposing exterior modifications, which are described in detail in the following section of this staff report. The project plans are included as Attachment C, and the project description letter is included as Attachment D.

Design and Materials

Only the front elevation of the townhouse is proposed to be modified. The applicant is proposing to replace the vertical board and batten siding with thermory (wood) siding and stucco in a light color.

A total of 10 windows would be removed, five from the second floor and five from the third floor. A new bay window would be added on the second floor on the right side, where the relocated kitchen is proposed. Of the two window panels for the bay window, the smaller panel on the right would be operable. Four new window panels are proposed for the proposed bedrooms on the third floor, of which only the two smaller panels would be operable. The proposed windows would be metal-clad casement windows with a four-and-a-half-inch thick black trim, in order to provide accent features. The proposed new window locations were designed to accommodate the proposed internal changes, including a change to the layout to create a third bedroom at the third floor.

The applicant is also proposing to replace the existing front door with a new white oak front door with a sidelite. The proposed front elevation, including colors and materials, can be seen on Plan Sheets A2.01 and A3.01.

Staff believes the project would be consistent with the existing contemporary architectural style of the individual unit. The project would also be compatible with the existing architectural style of the overall Park Forest development, which features a number of townhouses with a variety of materials and architectural styles.

Correspondence

Staff has not received any correspondence on this proposal as of the writing of this staff report.

Conclusion

Staff believes the project would result in a consistent architectural style for the individual unit. Additionally, the project would be compatible with the existing architectural style of the overall development, which features a number of townhouses with a variety of materials and architectural styles. Staff recommends that the Planning Commission approve the proposed project.

Impact on City Resources

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

Environmental Review

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

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72

hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants within a 300-foot radius of the subject property.

Appeal Period

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

Attachments

A. Recommended Actions
B. Location Map
C. Project Plans
D. Project Description Letter

Disclaimer

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

Exhibits to Be Provided at Meeting

None.

Report prepared by:
Fahteen Khan, Assistant Planner

Report reviewed by:
Corinna Sandmeier, Acting Principal Planner

LOCATION: 133 Stone Pine Lane	**PROJECT NUMBER:** PLN2021-00039	**APPLICANT:** Audrey Bauer	**OWNER:** Ching Annie Wong
PROPOSAL: Architectural Control/Audrey Bauer/133 Stone Pine Lane: Request for architectural control to make exterior modifications to the front façade of an existing three-story townhouse in the R-3 (Apartment) zoning district, including the addition of new gross floor area.			
DECISION ENTITY: Planning Commission	**DATE:** February 14, 2022	**ACTION:** TBD	
VOTE: TBD (Barnes, DeCardy, Doran, Harris, Kennedy, Riggs, Tate)			

ACTION:

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:
    a. The general appearance of the structure is in keeping with the character of the neighborhood.
    b. The development will not be detrimental to the harmonious and orderly growth of the city.
    c. The development will not impair the desirability of investment or occupation in the neighborhood.
    d. The development provides adequate parking as required in all applicable city ordinances and has made adequate provisions for access to such parking.
    e. The property is not within any Specific Plan area, and as such no finding regarding consistency is required to be made.
3. Approve the architectural control subject to the following ***standard*** conditions:
    a. Development of the project shall be substantially in conformance with the plans prepared by Studio Maven, consisting of 13 plan sheets, dated received December 7, 2021, and approved by the Planning Commission on February 14, 2022, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
    b. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
    c. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
    d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering, and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
    e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and

LOCATION: 133 Stone Pine Lane	**PROJECT NUMBER:** PLN2021-00039	**APPLICANT:** Audrey Bauer	**OWNER:** Ching Annie Wong
PROPOSAL: Architectural Control/Audrey Bauer/133 Stone Pine Lane: Request for architectural control to make exterior modifications to the front façade of an existing three-story townhouse in the R-3 (Apartment) zoning district, including the addition of new gross floor area.			
DECISION ENTITY: Planning Commission	**DATE:** February 14, 2022	**ACTION:** TBD	
VOTE: TBD (Barnes, DeCardy, Doran, Harris, Kennedy, Riggs, Tate)			

ACTION:

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

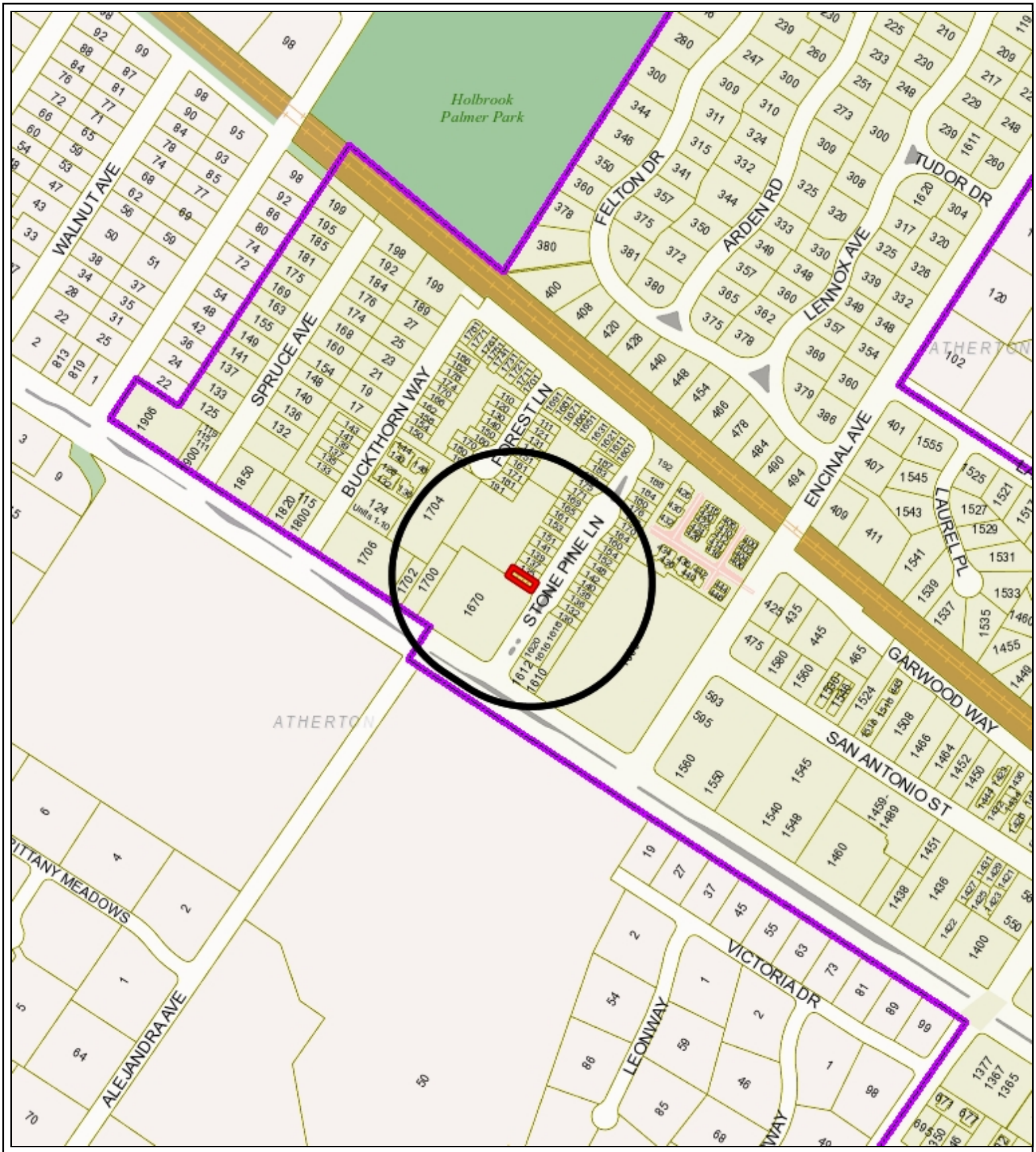
f. All applicable public right-of-way improvements, including frontage improvements and the dedication of easements and public right-of-way, shall be completed to the satisfaction of the Engineering Division prior to building permit final inspection.

g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.

h. Prior to building permit issuance, the applicant shall pay all applicable City fees. Refer to City of Menlo Park Master Fee Schedule.

4. Approve the architectural control subject to the following ***project-specific*** condition:

a. Simultaneous with the submittal of a compete building permit application, the applicant shall revise the cover sheet to indicate the gross floor area increase, subject to review and approval of the Planning Division.



City of Menlo Park

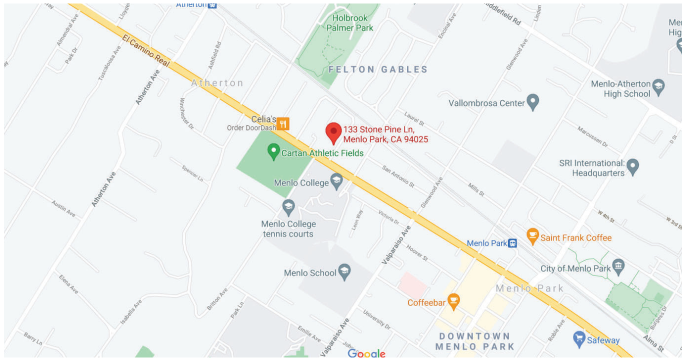
Location Map

133 Stone Pine Lane

Scale: 1:4,000 | Drawn By: FNK | Checked By: CDS | Date: 2/14/2022 | Sheet: 1

ATTACHMENT C

AREA MAP



AREA CALCULATIONS

EXISTING GARAGE SQUARE FOOTAGE, NO CHANGE

467 - SQ FT

EXISTING SQUARE FOOTAGE TOTALS PER P.C. 102.9

LEVEL 00 - 602.5 - SQ FT (NO CHANGE)
LEVEL 01 - 700.5 - SQ FT (NO CHANGE)
LEVEL 02 - 1114 - SQ FT (NO CHANGE)
TOTAL - **2417 SQ FT**

PROPOSED SQUARE FOOTAGE TOTALS PER P.C. 102.9

LEVEL 00 - 602.5 - SQ FT (NO CHANGE)
LEVEL 01 - 700.5 - SQ FT (NO CHANGE)
LEVEL 02 - 1114 - SQ FT (NO CHANGE)
TOTAL - **2417 SQ FT**

PROJECT DATA

PROJECT ADDRESS :	**133 STONE PINE LN MENLO PARK, CA 94025**
BLOCK/LOT / APN :	060343090
ZONING :	**R3**
LOT SIZE :	1,874.25
CONSTRUCTION TYPE :	VB
SPRINKLER SYSTEM:	N/A
AREA OF WORK :	445 SQ FT

APPLICABLE CODES

ALL CONSTRUCTION SHALL CONFORM TO THE FOLLOWING,
IN THE EVENT OF CONFLICT, THE MOST STRINGENT SHALL APPLY.

2019 CALIFORNIA BUILDING CODE
2019 CALIFORNIA MECHANICAL CODE (CRC)
2019 CALIFORNIA PLUMBING CODE (CRC)
2019 CALIFORNIA ELECTRICAL CODE (CRC)
2019 GREEN BUILDING CODE
2019 CALIFORNIA ENERGY CODE

2019 MENLO PARK BUILDING CODE AMENDMENTS
2019 MENLO PARK ELECTRICAL CODE AMENDMENTS
2019 MENLO PARK MECHANICAL CODE AMENDMENTS
2019 MENLO PARK PLUMBING CODE AMENDMENTS
2019 MENLO PARK GREEN BUILDING CODE AMENDMENTS
2019 MENLO PARK HOUSING CODE

AND ALL RELEVANT LAWS OR ORDINANCES OF THE CITY OF MENLO PARK, CA

SETBACK INFORMATION

	EXISTING	PROPOSED	
FRONT	6'-6 3/4"	6'-6 3/4"	NO CHANGE
SIDE	0'-0"	0'-0"	NO CHANGE
REAR	17'-7 3/4"	17'-7 3/4"	NO CHANGE
SIDE	0'-0"	0'-0"	NO CHANGE

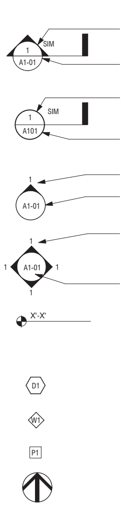
PROJECT DESCRIPTION

NEW FRONT FACING WINDOWS AND FACADE DESIGN. NEW KITCHEN, NEW INTERIOR WALLS TO CREATE A NEW BEDROOM, WITHIN THE EXISTING ENVELOPE.

PROJECT DIRECTORY

OWNER :	ANNIE WONG & KAIDI XU 133 STONE PINE LN MENLO PARK, CA 94025 217-778-4346 CHINGANNIEWONG@GMAIL.COM
ARCHITECT :	AUDREY BAUER, STUDIO MAVEN 315 WEBSTER ST, #128 SAN FRANCISCO, CA 94117 630-677-6975 AUDREY@STUDIOMAVEN.COM
STRUCTURAL :	LADC ENGINEERING INC. 1590 OAKLAND RD., STE B112 (408) 642-1628 INFO@LADC-ARCH.COM STRUCTURAL ENGINEER CA SE #C84876
ENERGY :	IGOR PICHKO, ENERGY CONSULT LLC 1252 W 22ND ST #2 SAN PEDRO, CA 90731 424-247-7658

SYMBOLS



SECTION
DETAIL IDENTIFICATION
SHEET DESIGNATION

DETAIL
DETAIL IDENTIFICATION
SHEET DESIGNATION

EXTERIOR ELEVATION
ELEVATION IDENTIFICATION
SHEET DESIGNATION

INTERIOR ELEVATION
ELEVATION IDENTIFICATION
SHEET DESIGNATION

ELEVATION TITLE
ROOM TAG
DOOR REFERENCE
WINDOW REFERENCE
EQUIPMENT REFERENCE
NORTH ARROW

ABBREVIATIONS

ABV.	ABOVE
ACT	ACOUSTICAL CEILING TILE
AD	AREA DRAIN
ADDL	ADDITIONAL
ADJ	ADJACENT
AFF	ABOVE FINISH FLOOR
AGGR	AGGREGATE
ALUM	ALUMINUM
ALT	ALTERATE
ARCH	ARCHITECT/ARCHITECTURAL
ASSY	ASSEMBLY
AVG	AVERAGE
BD	BOARD
BLDG	BUILDING
BLKG	BLOCKING
BM	BEAM
BP	BUILDING PAPER
BLW	BELOW
BTM	BOTTOM
BTW	BETWEEN
BUR	BUILT UP ROOFING
CAB	CABINET
CATV	CABLE TELEVISION
CF	CUBIC FEET
CIP	CAST IN PLACE
CLKG	CAULKING
CLG	CEILING
CLR	CLEAR
CMU	CONCRETE MASONRY UNIT
CNTR	COUNTER
COL	COLUMN
CONC	CONCRETE
CONT	CONTINUOUS
CORR	CORRUGATED
CPT	CARPET
CT	CERAMIC TILE
CTR	CENTER
DBL	DOUBLE
DEPT	DEPARTMENT
DET	DETAIL
DIA	DIAMETER
DIM	DIMENSION
DISP	DISPENSER
DL	DEAD LOAD
DN	DOWN
DWG	DRAWING
DW	DISHWASHER
E	EAST
(E)	EXISTING
EA	EACH
EIFS	EXTERIOR INSULATION FINISH SYSTEM
EJ	EXPANSION JOINT
ELEC	ELECTRICAL
ELEV	ELEVATION
ENCL	ENCLOSURE
EOP	EDGE OF PAVEMENT
EOS	EDGE OF SLAB
EPB	ELECTRICAL PANEL BOARD
EQ	EQUAL
EQUIP	EQUIPMENT
ESMT	EASEMENT
EXH	EXHAUST
EXP	EXPOSED
EXT	EXTERIOR
FAU	FORCED AIR UNIT
FCU	FAN COIL UNIT
FD	FLOOR DRAIN
FDN	FOUNDATION
FE	FIRE EXTINGUISHER
FF	FINISH FLOOR
FFE	FINISH FLOOR ELEVATION
FG	FIXED GLASS
FIN	FINISH
FJ	FLUSH JOINT
FLR	FLOOR
FOC	FACE OF CONCRETE
FOW	FACE OF WALL
FP	FIREPLACED
FPR	FIREPROOF
FRMG	FRAMING
FTG	FOOTING
FUR	FURRING
GA	GAUGE
GALV	GALVANIZED
GC	GENERAL CONTRACTOR
GFCI	GROUND FAULT INTERRUPTER
GL	GLASS
GYP	GYPSUM WALL BOARD
HB	HOSE BIB
HDR	HEADER
HDWR	HARDWARE
HORIZ	HORIZONTAL
HP	HIGH POINT
HT	HEIGHT
HTG	HEATING
HVAC	HEATING/VENTILATION/AIR CONDITIONING
HW	HOT WATER
INCL	INCLUDED
INFO	INFORMATION
INSUL	INSULATION
INT	INTERIOR
KIT	KITCHEN
LAM	LAMINATE
LAV	LAVORATORY
LB	POUND
LF	LINEAR FOOT
LL	LIVE LOAD
LT	LIGHT
MATL	MATERIAL
MAX	MAXIMUM
MECH	MECHANICAL
MED	MEDIUM
MFR	MANUFACTURER
MICRO	MICROWAVE
MIN	MINIMUM
MIR	MIRROR
MISC	MISCELLANEOUS
MTD	MOUNTED
MTG	MOUNTING
MTL	METAL
MUL	MULLION
N	NORTH
(N)	NEW
NIC	NOT IN CONTRACT
NA	NOT APPLICABLE
NO	NUMBER
NTS	NOT TO SCALE
O/	OVER
OBS	OBSCURE
OC	ON CENTER
OFF	OFFICE
OPP	OPPOSITE
OVHG	OVERHANG
PART	PARTITION
PERF	PERFORATED
PLAM	PLASTIC LAMINATE
PLY	PLYWOOD
PT	PAINT
PROJ	PROJECT
PSI	POUNDS PER SQUARE INCH
PVC	POLYVINYLCHLORIDE PIPE
R	RISER
RAD	RADIUS
RCP	REFLECTED CEILING PLAN
RB	RUBBER BASE
RC	REINFORCED CONCRETE
RD	ROOF DRAIN
RDWD	REDWOOD
REINF	REINFORCE
REF	REFERENCE
REFR	REFRIGERATOR
REQD	REQUIRED
RET	RETAINING
REV	REVISION
RM	ROOM
RO	ROUGH OPENING
RFG	ROOFING
S	SOUTH
SB	SOLID BACKING
SEC	SECTION
SF	SQUARE FOOT/FEET
SHT	SHEET
STHG	SHEATHING
SHWR	SHOWER
SIM	SIMILAR
SPEC	SPECIFICATION
SQ	SQUARE
SSD	SEE STRUCTURAL DRAWINGS
SS	STAINLESS STEEL
STC	SOUND TRANSMISSION COEFFICIENT
STD	STANDARD
STL	STEEL
STO	STORAGE
STR	STRUCTURAL
SW	SHEAR WALL
SYS	SYSTEM
TEL	TELEPHONE
TEMP	TEMPERED
TOC	TOP OF CONCRETE
T&G	TONGUE & GROOVE
THK	THICKNESS
THR	THRESHOLD
TOB	TOP OF BEAM
TOG	TOP OF GRATE
TOP	TOP OF PAVING
TOS	TOP OF SLAB
TOW	TOP OF WALL
TV	TELEVISION
TYP	TYPICAL
UNF	UNFINISHED
UON	UNLESS OTHERWISE NOTED
VB	VAPOR BARRIER
VENT	VENTILATION
VERT	VERTICAL
VEST	VESTIBULE
VIF	VERIFY IN FIELD
W	WEST
W/	WITH
WC	WATER CLOSET
WD	WOOD
W/D	WASHER DRYER
WH	WATER HEATER
WDW	WINDOW
W/O	WITHOUT
WP	WATERPROOF
WT	WEIGHT

GENERAL NOTES

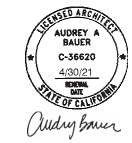
1. THE GENERAL CONTRACTOR SHALL CHECK & VERIFY ALL DIMENSIONS AND CONDITIONS FOR BUILDING AND SITE PRIOR TO PROCEEDING WITH THE WORK. HE/SHE SHALL PAY ATTENTION TO IMPLIED PLAN AND SECTIONAL SPATIAL RELATIONSHIPS & VERIFY ALL EXES AND IMPLIED SYMMETRIES BEFORE BEGINNING WORK. ALL DIMENSIONS ARE TO BE CHECKED FOR ACCURACY AS THE WORK PROCEEDS.
2. ALL WORK SHALL CONFORM TO THE CONTRACT DOCUMENTS WHICH INCLUDE THE OWNER/CONTRACTOR AGREEMENT, THE DRAWINGS AND ALL ADDENDA AND MODIFICATION ISSUED BY THE DESIGNER/OWNER.
3. THE CONZRTRACTOR SHALL OBTAIN ALL PERMITS AND INSPECTIONS AND COMPLY WITH THE CODES, LAWS, ORDINANCES, RULES, AND REGULATIONS OF ALL PUBLIC AUTHORITIES (FEDERAL, STATE, OR LOCAL) GOVERNING THE WORK.
4. COMPLY WITH APPLICABLE LOCAL, STATE, AND FEDERAL CODES AND REGULATIONS PERTAINING TO SAFETY OF PERSONS, PROPERTY AND ENVIRONMENTAL PROTECTION.
5. COORDINATE ALL WORK WITH EXISTING CONDITIONS, INCLUDING BUT NOT LIMITED TO ELECTRICAL CONDUIT, WATER LINES, DRAINAGE LINES, GAS LINES, WASTE AND SEPTIC SYSTEMS, ETC.
6. PROTECT ALL EXISTING SITE CONDITIONS TO REMAIN, INCLUDING TREES AND SHRUBS, PAVING, FENCES, ETC.
7. THE OWNER DOES NOT ASSUME RESPONSIBILITY FOR EXISTING CONDITIONS OR ANY DEFECTS IN EXISTING CONSTRUCTION, NOR WILL THE OWNER BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, OR PROCEDURES OF CONSTRUCTION OR SAFETY, WHICH SHALL REMAIN THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
8. STRUCTURAL OBSERVATION SHALL BE REQUIRED FOR STRUCTURAL COMPLIANCE TO THE APPROVED PLANS PER CBC 1710A.
9. VERIFY ALL DETAILS WITH STRUCTURAL, MECHANICAL, OR ELECTRICAL CONDITIONS BEFORE THE ORDERING OF OR INSTALLATION OF ANY ITEM OF WORK.
10. INSTALL ALL EQUIPMENT AND MATERIALS PER MANUFACTURER'S INSTRUCTIONS AND RECOMMENDATIONS.
11. VERIFY ALL FINAL EQUIPMENT, MATERIAL, AND LIGHTING SELECTIONS WITH OWNER. OWNER TO SELECT TYPE AND MANUFACTURER FOR ALL.
12. PROVIDE WOOD BLOCKING AS REQUIRED FOR ALL TRIM.
13. ALL DIMENSIONS GIVEN TO FACE OF FRAMING, UON.
14. PER CALIFORNIA CIVIC CODE ARTICLE 1101.1 AND CALGREEN SECTION 301.1,
FOR ALL BUILDING ARTERATIONS OR IMPROVEMENTS TO A SINGLE FAMILY RESIDENTIAL PROPERTY, EXISTING PLUMBING FIXTURES IN THE ENTIRE HOUSE THAT DO NOT MEET THE CURRENT FLOW RATES WILL NEED TO BE UPGRADED. WATER CLOSETS WITH A GPF.
SHOWER HEADS WITH A FLOW RATE GREATER THAN 2.5 GMP WILL NEED TO BE REPLACED WITH A MAXIMUM 1.8GPM SHOWER HEAD. LAVATORY AND KITCHEN FAUCETS WITH A FLOW RATE GREATER THAN 2.2 GPM WILL NEED TO BE REPLACED WITH A FAUCET WITH MAXIMUM FLOW RATE 1.2 GPM (OR 1.8 GPM FOR KITCHEN FAUCETS).

DEMOLITION NOTES

1. DRAWINGS OF EXISTING CONSTRUCTION ARE INTENDED TO AID IN REHABILITATION AND CANNOT BE ASSUMED ACCURATE IN DETAIL. THE GENERAL CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS, ELEVATIONS, AND CONDITIONS AT THE SITE PRIOR TO COMMENCEMENT OF WORK AND NOTIFY THE ARCHITECT IN WRITING OF ANY DISCREPANCIES IN PLANS AND SPECIFICATIONS BEFORE PROCEEDING.
2. DEMOLITION DRAWINGS ARE TO FACILITATE THE REHABILITATION OF THIS BUILDING. ALL DEMOLITION WORK MUST BE COORDINATED WITH THE ARCHITECTURAL, STRUCTURAL, MECHANICAL, ELECTRICAL, PLUMBING, AND FIRE PROTECTION AND LIGHTING DRAWINGS TO VERIFY REASON AND INTENT OF DEMOLITION WORK.
3. CONTRACTOR SHALL PROTECT ALL AREAS (INCLUDING NEW OR EXISTING MATERIAL AND FINISHES) FROM DAMAGE WHICH MAY RESULT FROM CONSTRUCTION, DEMOLITION, DUST, WATER, ETC. AND SHALL PROVIDE AND MAINTAIN TEMPORARY BARRICADES, CLOSURE WALLS, ETC. AS REQUIRED TO PROTECT THE OCCUPANTS DURING THE PERIOD OF CONSTRUCTION. DAMAGE TO NEW AND EXISTING MATERIALS, FINISHES, STRUCTURES, AND EQUIPMENT SHALL BE REPLACED OR REPAIRED AT THE EXPENSE OF THE GENERAL CONTRACTOR.
4. CUT AND FIT COMPONENTS FOR ALTERATION OF EXISTING WORK AND INSTALLATION OF NEW WORK. PATCH DISTURBED AREAS TO MATCH EXISTING MATERIAL UNLESS OTHERWISE NOTED.
5. DURING THE COURSE OF DEMOLITION, SHOULD ANY UNFORESEEN ISSUES BECOME APPARENT CONTRARY TO THE APPROVED PLANS, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT.
6. DURING ALL PHASES OF CONSTRUCTION, DO NOT INTERFERE WITH THE USE OF ADJACENT SPACES AND MAINTAIN SAFE PASSAGE TO AND FROM ADJACENT SPACES.

SHEET LIST

STUDIO MAVEN
HELLO@STUDIOMAVEN.COM
(415) 494-8255



FACADE RENOVATION & INTERIOR ALTERATION

ANNIE WONG & KAIDI XU

133 STONE PINE LN MENLO PARK, CA 94025

NO.	DESCRIPTION	DATE
1	PLAN CHECK COMMENTS	12.07.21
2	PLANNING COMMISION FINAL	1.21.22

COVER SHEET

PROJECT NUMBER	133.21
DATE	12.07.21
ISSUED FOR	PLANNING

A0.00

FLOOR PLAN

1. EXTERIOR WALL CONSTRUCTION TO BE 2 X 6 WOOD STUDS AT 16" OC, INSULATED W/ R-19 BATT INSULATION. SEE STRUCTURAL DRAWINGS FOR FRAMING SPECIFICATIONS, DETAILS AND SHEAR WALL LOCATIONS. PROVIDE 1/2" CDX PLY WD SHEATHING AT EXTERIOR PER STRUCTURAL DRAWINGS; SEE EXTERIOR ELEVATIONS FOR EXTERIOR FINISHES. PROVIDE 5/8" TYPE GYPSUM BOARD AT INTERIOR SIDE, PAINTED SMOOTH WALL FINISH, TYPICAL.
2. INTERIOR WALL CONSTRUCTION TO BE 2 X 4 (UON) WOOD STUDS AT 16" OC. SEE STRUCTURAL DRAWINGS FOR SPECIFICATIONS, SHEAR WALL LOCATIONS, HOLD DOWN LOCATIONS, ETC. PROVIDE 5/8" TYPE GYPSUM BOARD EACH SIDE, PAINTED SMOOTH WALL FINISH, TYPICAL. PROVIDE WOOD BLOCKING AS REQUIRED FOR ALL CABINETRY, TRIM, HANDRAILS, FIXTURES, ETC. SEE INTERIOR ELEVATIONS FOR LOCATIONS OF ALL BACKING REQUIRED. PROVIDE PLYWOOD FURRING AS REQUIRED MAINTAINING STRAIGHT WALL SURFACES AT STRUCTURAL SHEAR WALL LOCATIONS, COORDINATE WITH ARCHITECT AS NECESSARY.
3. PLUMBING WALLS TO BE 2 X 6 WOOD STUDS AT 16" O.C. U.O.N.
4. ALL DIMENSIONS GIVEN TO FACE OF FRAMING, UON. CENTER ALL DOORS AND WINDOWS IN WALLS/ROOMS AS NOTED. PAY SPECIAL ATTENTION TO ALL SYMMETRY DESIRED BY ARCHITECT. THE DOOR OPENING ADJACENT TO PERPENDICULAR WALL SHALL BE PLACED SUCH THAT THE FULL WIDTH OF THE DOOR TRIM FITS ADJACENT TO THE JAMB.
5. EXTERIOR DECKS, BALCONIES, PATIOS, STEPS, AND LANDINGS TO HAVE A SLOPE OF NO LESS THAN 1/4" PER FOOT.
6. GARAGE SHALL BE SEPARATED FROM DWELLING UNIT AND ITS ATTIC AREA BY 1-HOUR FIRE-RESISTIVE SEPARATION. PROVIDE MIN. 5/8" TYPE "X" GYPSUM BOARD ON ALL GARAGE WALLS.
7. DOOR OPENING BETWEEN A PRIVATE GARAGE AND THE DWELLING SHALL BE EQUIPPED WITH EITHER SOLID WOOD DOORS OR SOLID OR HONEYCOMB CORE STEEL DOORS NOT LESS THAN 1-3/8" THICK, OR FIRE DOORS WITH MINIMUM FIRE PROTECTION RATING OF 20 MINUTES. DOORS SHALL BE SELF-CLOSING AND SELF-LATCHING.
8. STAIRWAYS: STAIRWAYS SHALL NOT BE LESS THAN 36" IN CLEAR WIDTH AT ALL POINTS. THE MAX. RISER HEIGHT SHALL BE 7-3/4", THE MAX. TREAD DEPTH SHALL BE 10 1/2". THE MIN. HEADROOM IN ALL PARTS OF THE STAIRWAY SHALL NOT BE LESS THAN 6 FEET 8 INCHES MEASURED VERTICALLY FROM THE SLOPED LINE ADJOINING THE TREAD NOSING.
9. HANDRAILS SHALL BE PROVIDED ON AT LEAST ONE SIDE OF EACH CONTINUOUS RUN OR TREADS OR FLIGHT WITH 4 OR MORE RISERS.
10. STAIRWAY HANDRAILS SHALL BE 34" TO 38" ABOVE TREAD NOSING. HANDRAIL ENDS SHALL BE RETURNED OR SHALL TERMINATE IN NEWEL POSTS OR SAFETY TERMINALS. HANDRAILS ADJACENT TO A WALL SHALL HAVE A SPACE OF NOT LESS THAN 1-1/2" BETWEEN THE WALL AND THE HANDRAIL.
11. HANDRAILS WITH A CIRCULAR CROSS-SECTION SHALL HAVE AN OUTSIDE DIAMETER OF AT LEAST 1.25" AND NOT GREATER THAN 2" OR SHALL PROVIDE EQUIVALENT GRASPABILITY. IF THE HANDRAIL IS NOT CIRCULAR, IT SHALL HAVE A PERIMETER DIMENSION OF AT LEAST 4" AND NOT GREATER THAN 6.25" WITH A MAX. CROSS-SECTION DIMENSION OF 2.25". EDGES SHALL HAVE A MINIMUM RADIUS OF 0.01". HANDRAILS SHALL BE ADEQUATE IN STRENGTH AND ATTACHMENT.
12. GUARDRAILS SHALL NOT BE LESS THAN 42" IN HEIGHT, EXCEPT STAIRWAYS WHERE THEY MAY BE 34"-38" IN HEIGHT WHEN USED ALSO AS A HANDRAIL. GUARDRAILS SHALL BE POVIDED ON OPEN SIDES OF ALL STAIRS AND LANDINGS MORE THAN 30" ABOVE THE FLOOR BELOW. OPEN GUARDRAILS AND STAIR RAILINGS SHALL HAVE INTERMEDIATE RAILS OR AN ORNAMENTAL PATTERN SUCH THAT A SPHERE 4" IN DIAMETER CANNOT PASS THROUGH. GUARDRAILS SHALL BE ADEQUATE IN STRENGTH AND ATTACHMENT.
13. FLOORS AND LANDINGS AT EXTERIOR DOORS PER CRC R311.3.
14. FACTORY-BUILT FIREPLACES FIREPLACES SHALL BE LISTED AND LABELED AND SHALL BE INSTALLED IN ACCORDANCE WITH THE CONDITIONS OF THE LISTING. FACTORY-BUILT FIREPLACES SHALL BE TESTED IN ACCORDANCE WITH UL 127.
15. FACTORY-BUILT OR MASONRY FIREPLACES SHALL BE EQUIPPED WITH AN EXTERIOR AIR SUPPLY TO ASSURE PROPER FUEL COMBUSTION UNLESS THE ROOM IS MECHANICALLY VENTILATED AND CONTROLLED SO THAT THE INDOOR PRESSURE IS NEUTRAL OR POSITIVE.
16. MINIMUM 2'-0" X 2'-6" CLEAR ATTIC ACCESS HATCH, FINISH TO MATCH CEILING. A 30" MINIMUM CLEAR HEADROOM IN THE ATTIC SPACE SHALL BE PROVIDED ABOVE ACCESS OPENING.
17. ADDRESS POSTING - EACH BUILDING SHALL HAVE ADDRESS POSTED IN A CONSPICUOUS PLACE, CLEARLY VISIBLE FROM THE STREET. NUMBERS SHOULD BE MINIMUM OF 4" IN HEIGHT CONTRASTING IN COLOR TO THEIR BACKGROUND AND EITHER INTERNALLY OR EXTERNALLY ILLUMINATED.
18. CRAWL SPACE ACCESS: OPENINGS THROUGH A PERIMETER WALL SHALL BE NOT LESS THAN 18 INCHES BY 24 INCHES. ACCESS SHALL BE UNOBSTRUCTED BY PIPES, DUCTS, STUD WALLS AND SIMILAR CONSTRUCTION.
19. CRAWL SPACE VENTILATION: ALL VENTILATIONS SHALL BE LOCATED, SIZED, AND MESHED. SEE EXTERIOR ELEVATIONS.
20. INSTALL 2" THICK CONCRETE RAT SLAB OVER 10 MIL. MIN. VAPOR BARRIER LAID ON 2" SAND BED, TYPICAL AT ALL CRAWL SPACES U.O.N.
21. ALL CHANGES OF FLOOR MATERIALS SHALL OCCUR AT CENTERLINE OF DOOR OR FRAMED OPENING UNLESS OTHERWISE INDICATED ON THE DRAWINGS.
22. 22. CONTRACTOR TO COORDINATE WITH OWNER ON LOCATION AND MOUNTING DETAILS OF ALL TELEVISIONS AND COMPUTERS.
23. ALL BATHROOM ACCESSORIES - RECESSED MEDICINE CABINETS AND SOAP HOLDERS, TOILET PAPER HOLDERS, TOWEL RODS, ETC - TO BE LOCATED BY OWNER AND BLOCKED AS REQUIRED FOR SECURE MOUNTING.
24. ROOF GUTTERS & DOWNSPOUTS SHALL BE PROVIDED WITH MEANS TO PREVENT THE ACCUMULATION OF LEAVES AND DEBRIS IN THE GUTTER.

SITE WORK

1. ALL EXISTING TREES AND PLANTS TO REMAIN AND BE PROTECTED UNLESS OTHERWISE SHOWN ON DRAWINGS. ALL LANDSCAPING DAMAGED DURING CONSTRUCTION IS TO BE REPLACED AT NO EXPENSE TO THE OWNER.
2. ALL TREES, ROOTS, AND SHRUBS MARKED TO BE REMOVED SHALL BE REMOVED AND HAULED AWAY AT THE EXPENSE OF THE CONTRACTOR.
3. ALL WORK WITHIN PUBLIC RIGHT OF WAY MUST CONFORM TO COUNTY AND CITY STANDARDS.
4. ALL UTILITY TRENCHES ENTERING OR LEAVING THE STRUCTURE SHALL BE CAREFULLY BACKFILLED WITH GRANULAR MATERIAL AND COMPACTED TO 90% DENSITY.
5. ALL UTILITY CONNECTIONS AND INSTALLATION SHALL COMPLY WITH ALL APPLICABLE CODES AND UTILITY COMPANY REQUIREMENTS.
6. CONTRACTOR SHALL SECURE AND PAY FOR ALL NECESSARY ENCROACHMENTS AND CONNECTION PERMITS.
7. CONTRACTOR TO CHECK IF EXISTING UTILITIES ARE ADEQUATE FOR THE ADDITIONAL BUILDING AND NOTIFY OWNER OF ANY DEFICIENCIES.
8. SLOPE ALL FINISH GRADES AWAY FROM BUILDINGS.
9. CONTRACTOR SHALL BE FAMILIAR WITH ALL ASPECTS OF THE SOILS REPORT.
10. ALL EXISTING STRUCTURES TO BE REMOVED SHALL BE DONE IN ACCORDANCE WITH ABOVE MENTIONED SOILS REPORT.
11. ALL SOIL PREPARATIONS SHALL BE IN STRICT ACCORDANCE WITH ABOVE MENTIONED SOILS REPORT.

THERMAL & MOISTURE PROTECTION

1. ROOFING TO BE NON-COMBUSTIBLE, CLASS "A" PER U.B.C.
2. PROVIDE CONTINUOUS G.S.M. VALLEY FLASHING AT ALL ROOF TRANSITIONS - VALLEY FLASHING TO EXTEND MIN. 18" ON EITHER SIDE OF VALLEY, TYP.
3. ALL FLASHING, COUNTERFLASHING AND COPING WHEN OF METAL SHALL BE OF NOT LESS THAN NO. 26 U.S. GAUGE CORROSION-RESISTANT METAL AND CONFORM TO ASTM A525.
4. FLASH AND COUNTERFLASH AT ALL ROOF TO WALL CONDITIONS. G.I. FLASH AND CAULK WOOD BEAMS AND OUTLOOKERS PROJECTED THROUGH EXTERIOR WALLS OR ROOF SURFACES.
5. FLASH ALL EXTERIOR DOOR AND WINDOW OPENINGS WITH APPROVED METHOD AND MATERIALS WHICH CONFORMS TO STANDARDS OF LOCAL AND APPLICABLE CODES.
6. GUTTERS / DOWNSPOUTS / METAL FLASHING / ROOF AND DECK DRAINS / SCUPPERS: INSTALL ALL SHEET METAL IN ACCORDANCE WITH SMACNA SHEET METAL MANUAL.
7. ALL METAL FLASHING, GUTTER, AND DOWNSPOUT JOINTS SHALL BE LAPPED, JOINED, AND SEALED SO THAT THEY ARE WATERTIGHT AND PROVIDE POSITIVE WATER FLOW.
8. ROOF GUTTERS WILL BE PROVIDED WITH THE MEANS TO PREVENT THE ACCUMULATION OF LEAVES AND DEBRIS IN THE GUTTER.
9. INSULATE ALL EXTERIOR WALLS (R-19); ROOF, CEILINGS/ATTICS (R-30) AND FLOOR JOISTS OVER CRAWL SPACES (R-19) TYPICAL.
10. PROVIDE ACOUSTICAL BATT INSULATION AT ALL INTERIOR WALLS AND CEILINGS INCLUDING AROUND BATHROOMS, SHOWER STALLS, AND FLOOR JOIST BETWEEN FLOORS, TYP.
11. ALL OPENINGS IN THE BUILDING ENVELOPE SUCH AS FRAME, FRAMING AND PANEL JOINTS, ELECTRICAL AND PLUMBING LINE OPENINGS, AND MASONRY TO WOOD FRAMING JOINTS, SHALL BE CAULKED AND OTHERWISE SEALED TO LIMIT INFILTRATION.

DOORS & WINDOWS

1. INSTALL AND FLASH ALL WINDOWS, DOORS AND SKYLIGHTS PER MANUFACTURER'S RECOMMENDATIONS AND INSTRUCTIONS.
2. SEE WINDOW AND DOOR SCHEDULES FOR SIZES AND TYPES.
3. EGRESS WINDOWS IN BEDROOMS SHALL COMPLY WITH CRC SECTION R310. MIN. NET CLEAR OPENING OF 5.7 SQFT., MIN. CLEAR HEIGHT OF 24", MIN. CLEAR WIDTH OF 20", MAX. HEIGHT FROM FLOOR TO OPENING 44".
4. SHOWER DOORS SHALL OPEN SO AS TO MAINTAIN A MINIMUM TWENTY-TWO (22) INCH UNOBSTRUCTED OPENING FOR EGRESS.
5. GLAZING IN LOCATIONS SUBJECT TO HUMAN IMPACT SUCH AS GLASS DOORS AND GLAZING IMMEDIATELY ADJACENT TO SUCH DOORS; SHOWER DOORS AND TUB ENCLOSURES; SHALL BE OF SAFETY GLAZING MATERIALS, SUCH AS LAMINATED OR TEMPERED GLASS. SEE DOOR AND WINDOW SCHEDULE FOR COMPLETE EXTENT OF TEMPERED GLAZING.
6. FIXED PANELS OF TEMPERED GLASS SHOWER ENCLOSURES MUST BE ATTACHED TO FRAMING CLIPS WITH CHROME CLIPS, TRACK OR CHANNEL ON AT LEAST TWO SIDES.
7. ALL SLIDING, SWING DOORS AND WINDOWS OPENING TO THE EXTERIOR OR TO UNCONDITIONED AREAS SHALL BE FULLY WEATHER STRIPPED, GASKETED OR OTHERWISE TREATED TO LIMIT AIR INFILTRATION.
8. GLAZING IN EXTERIOR DOORS AND WINDOWS SHALL BE TEMPERED IF THE PROJECT IS LOCATED WITHIN THE WILDLAND URBAN INTERFACE (WUI) ZONE.

FINISHES

1. PROVIDE 5/8" GYPSUM BOARD AT ALL WALLS AND CEILINGS UNLESS NOTED OTHERWISE. ALL GYPSUM WALLBOARD SHALL BE INSTALLED IN ACCORDANCE WITH THE PROVISIONS OF THE UBC, APPLICABLE EDITION, STATE AND LOCAL CODES.
2. PROVIDE MOISTURE RESISTANT GYPSUM BOARD AT WALLS ADJACENT TO PLUMBING FIXTURES.
3. SIDE WALLS, CEILINGS, AND SOFFITS OF CLOSET AND ANY OTHER USABLE SPACE BENEATH INTERIOR STAIRS SHALL BE PROTECTED WITH ONE LAYER TYPE "X" GYPSUM BOARD TAPED AND FINISHED.
4. GYPSUM WALLBOARD SHALL NOT BE INSTALLED UNTIL WEATHER PROTECTION FOR THE INSTALLATION IS PROVIDED.
5. ALL EDGES AND ENDS OF GYPSUM WALLBOARD SHALL OCCUR ON THE FRAMING MEMBERS, EXCEPT THOSE EDGES AND ENDS WHICH ARE PERPENDICULAR TO THE FRAMING MEMBERS. ALL EDGES AND ENDS OF GYPSUM WALLBOARD SHALL BE IN MODERATE CONTACT EXCEPT IN CONCEALED SPACES WHERE FIRE-RESISTIVE CONSTRUCTION OR DIAPHRAGM ACTION IS NOT REQUIRED.
6. GYP. BD. FINISH SHALL BE LEVEL 5, SMOOTH WALL.
7. CEMENT-FIBER OR GLASS MAT GYPSUM BACKER BOARD SHALL BE USED AS A BASE FOR WALL TILE IN TUB AND SHOWER AREA AND WALL AND CEILING PANELS IN SHOWER AREAS. SHOWER AREA WALLS SHALL BE FINISHED WITH A NON-ABSORBENT SURFACE TO A HEIGHT NOT LESS THAN 6 FEET ABOVE THE FLOOR. (PER CRC R307)
8. TUB AND SHOWER ENCLOSURE: STONE OR GLAZED WALL TILE EXTENDING TO CEILING, TYPICAL. THIN SET WALL TILE ON CEMENT BACKER BOARD. PROVIDE THICKSET FLOOR TILE OVER 40 MIL. SHOWER PAN MEMBRANE. (OWNER TO SELECT TILE).
9. CERAMIC AND STONE FLOOR TILES TO BE THICK SET MORTAR BED (OWNER TO SELECT TILES).
10. EXTERIOR PAINT: TWO (2) COATS VINYL ACRYLIC PAINT OVER PRIMER SEALER RECOMMENDED FOR PAINTED SURFACES. BRUSH APPLY ALL PAINT. ASSUME TWO (2) PAINT COLORS, INCLUDING TRIM COLOR.
11. INTERIOR PAINT: LOW V.O.C., TWO (2) COATS PAINT OVER PRIMER SEALER RECOMMENDED FOR EACH SURFACE. ASSUME FOUR (4) PAINT COLORS, INCLUDING TRIM COLOR.
12. ALL INTERIOR WOOD / FORMALDEHYDE-FREE M.D.F. BOARDS AND TRIM TO HAVE FINAL COAT OF PAINT APPLIED WITH BRUSH (VERIFY WITH ARCHITECT).
13. STUCCO FINISH SHALL BE SMOOTH AND INCLUDE THREE (3) COATS OF STUCCO OVER METAL OR WIRE FABRIC LATH OVER TWO (2) LAYERS OF GRADE "D" PAPER.
14. COUNTERTOPS TO BE 3/4" STONE SLABS W/1-1/2" LIP, MITRED, SEALED (STONE TO BE SELECTED BY OWNER).
15. FLOORING MATERIAL TO BE SELECTED BY OWNER.
16. ALL EXTERIOR WOOD TRIM, MOLDING, AND BOARDS SHALL BE BACK-PRIMED.

CARPENTRY

1. EXTERIOR TRIM TO BE KILN DRIED HARDWOOD. COUNTERSINK ALL FASTENERS, FILL HOLES, SAND SMOOTH, PRIME AND PAINT.
2. INTERIOR WALLBOARDS TO BE FORMALDEHYDE-FREE M.D.F., SHIPLAP, SQUARE EDGES WITH 1/8" GAP BETWEEN BOARDS, COUNTERSINK ALL FASTENERS, FILL HOLES, SAND SMOOTH, PRIME AND PAINT.
3. INTERIOR TRIM TO BE FINGER-JOINTED WOOD OR FORMALDEHYDE-FREE M.D.F.
4. WOOD FLOORS TO BE F.S.C. CERTIFIED, THREE (3) COATS OIL-BASED FINISH.
5. FLOOR REGISTERS AT WOOD FLOORS TO BE WOOD, SET FLUSH WITH FLOOR, FINISHED TO MATCH WOOD FLOORS.
6. PROVIDE FIREBLOCKING PER CRC 302.11. FIREBLOCKING SHALL BE PROVIDED TO CUT OFF ALL CONCEALED DRAFT OPENINGS (BOTH VERTICAL AND HORIZONTAL) AND TO FORM AN EFFECTIVE BARRIER BETWEEN FLOORS, BETWEEN A TOP STORY AND A ROOF OR ATTIC SPACE, AND SHALL SUBDIVIDE ATTIC SPACES, CONCEALED ROOF SPACES AND FLOOR-CEILING ASSEMBLIES. FIREBLOCKING SHALL BE PROVIDED IN THE FOLLOWING LOCATIONS:

   A. IN CONCEALED SPACES OF STUD WALLS AND PARTITIONS, INCLUDING FURRED SPACES, AT THE CEILING AND FLOOR LEVELS AND AT 10-FOOT INTERVALS BOTH VERTICAL AND HORIZONTAL.

   B. IN OPENINGS AROUND VENTS, PIPES, DUCTS, CHIMNEYS, FIREPLACES AND SIMILAR OPENINGS WHICH AFFORD A PASSAGE FOR FIRE AT CEILING AND FLOOR LEVELS, WITH NON-COMBUSTIBLE MATERIALS.

   C. AT OPENINGS BETWEEN ATTIC SPACES AND CHIMNEY CHASES FOR FACTORY-BUILT CHIMNEYS.

FIRE SPRINKLERS & SAFETY

SMOKE / CARBON MONOXIDE ALARMS

1. SMOKE DETECTORS SHALL BE LOCATED AS FOLLOWS: (A) IN ALL SLEEPING ROOMS AND AT A POINT CENTRALLY LOCATED IN THE CORRIDOR OR AREA GIVING ACCESS TO EACH SLEEPING AREA. (B) ON EACH LEVEL AND IN THE BASEMENT.
2. SMOKE DETECTORS SHALL BE 110V AND RECEIVE PRIMARY SOURCE OF POWER FROM THE BUILDING WIRING WITH BATTERY BACK-UP, AND SHALL BE INTERCONNECTED AS TO SOUND AN ALARM AUDIBLE IN ALL SLEEPING AREAS OF THE DWELLING UNIT IN WHICH THEY ARE LOCATED. SMOKE DETECTORS MUST BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS.
3. CARBON MONOXIDE ALARMS SHALL BE INSTALLED IN THE FOLLOWING LOCATIONS: A) OUTSIDE OF EACH DWELLING UNIT SLEEPING AREA IN THE IMMEDIATE VICINITY OF THE BEDROOM(S). B) ON EVERY LEVEL OF A DWELLING UNIT INCLUDING BASEMENTS. PER CRC SECTION R315.

PLUMBING

1. PLUMBING SYSTEM SHALL BE DESIGN/BUILD BY PLUMBING SUBCONTRACTOR (INCLUDING BUT NOT LIMITED TO WATER DISTRIBUTION, DRAINAGE AND VENTING SYSTEMS, AND INSTALLATION OF PLUMBING FIXTURES AND ACCESSORIES).
2. DRAIN SYSTEMS WITHIN THE BUILDING SHALL BE HUBLESS CAST IRON, INCLUDING ALL FITTINGS AND TRAPS. VENT SYSTEMS MAY BE SCHEDULE 40 ABS DWV PIPE. DRAIN AND VENT PIPING SHALL BE ISOLATED FROM THE BUILDING STRUCTURE.
3. ALL WATER SUPPLY PIPING SHALL BE METAL.
4. HOT WATER DISTRIBUTION PIPING SHALL BE INSULATED.
5. GAS LINE SCHEMATIC DIAGRAM AND CALCULATIONS AND PIPE SIZE MUST BE APPROVED BY THE BUILDING OFFICIAL PRIOR TO REQUESTING A ROUGH PLUMBING INSPECTION (PER CPC 1209).
6. GAS SHUT-OFF MUST BE LOCATED WITHIN 6 FEET OF APPLIANCE AND MUST BE ACCESSIBLE AND SHALL NOT BE LOCATED BEHIND APPLIANCE. (PER CPC 1212.3)
7. ALL PLUMBING FIXTURES AND FITTINGS SHALL BE CERTIFIED BY THE CALIFORNIA ENERGY COMMISSION. ALL SHOWER HEADS, LAVATORY FAUCETS AND SINK FAUCETS SHALL BE CERTIFIED BY THE MANUFACTURER AS COMPLYING WITH APPLICABLE CALIFORNIA APPLIANCE EFFICIENCY STANDARDS. ALL TOILETS SHALL USE 1.6 GALLON MAXIMUM PER FLUSH, TYPICAL. ALL FAUCETS SHALL HAVE FLOW CONTROL AERATORS WHICH LIMIT WATER DELIVERY TO NO MORE THAN 2.2 GALLONS PER MINUTE FOR SINKS AND LAVATORIES, AND 2.5 GALLONS PER MINUTE FOR SHOWERS.
8. WATER HEATERS SHALL BE ANCHORED OR STRAPPED TO RESIST HORIZONTAL DISPLACEMENT DUE TO EARTHQUAKE MOTION. STRAPPING SHALL BE AT POINITS WITHIN THE UPPER ONE-THIRD AND LOWER ONE-THIRD OF ITS VERTICAL DIMENSIONS. AT THE LOWER POINT, A MINIMUM DISTANCE OF FOUR INCHES SHALL BE MAINTAINED ABOVE THE CONTROLS WITH THE STRAPPING. (PER CPC 510.5)
9. PROVIDE RECIRCULATING HOT WATER LINE TO KITCHEN, BATHROOMS, AND LAUNDRY ROOM. RECIRCULATING SECTIONS OF DOMESTIC HOT WATER SYSTEMS MUST BE INSULATED FOR THEIR ENTIRE LENGTH (MIN. R4 FOR UP TO 1-1/2" AND R6 FOR 2" OR GREATER). NOTE: INSULATE ALL HOT WATER PIPES.
10. PLUMBING FIXTURES SHALL MEET REQUIRED FLOW RATES PER CGBSC TABLE 4.303.2.
11. ALL SINKS TO HAVE CLEANOUTS AND ALL FAUCETS SHALL HAVE AIR CHAMBERS. INSTALL ALL HOT WATER PIPES WITH 1/2" PIPE INSULATION.
12. ALL NEW SHOWER, TUB, AND LAVATORY SINK FAUCETS REQUIRE PRESSURE BALANCE ANTI-SCALD VALVES WITH MAX. 2.2 GAL PER MINUTE FLOW (PER CPC SECTION 402.5). ALL SHOWER VALVES MUST BE TEMPERATURE BALANCING OR THERMOSTATIC MIXING. VALVES SHALL BE ADJUSTED PER THE MANUFACTURER'S INSTRUCTIONS TO DELIVER A MAXIMUM OF 120 DEGREES F (PER CPC 418.0).
13. THE MAXIMUM HOT WATER TEMPERATURE DISCHARGING FROM THE BATHTUB FILLER SHALL BE LIMITED TO 120 DEGREES F (PER CPC 414.5)
14. HAND SHOWER(S) SHALL BE EQUIPPED WITH AN APPROVED BACKFLOW PREVENTION DEVICE OR ASSEMBLY. PER CPC 602 AND 603.
15. ALL TOILETS TO HAVE 15" MINIUMUM CLEARANCE FROM CENTERLINE OF FIXTURE TO EACH SIDE. PROVIDE 24" MINIMUM CLEARANCE FROM FRONT EDGE OF FIXTURE. PER CPC 407.5.
16. IF ANY TUB IN THIS PROJECT IS A SPA TUB, ACCESS TO MOTOR AND ALL SERVICEABLE PARTS WILL BE SHOWN AND BONDING WILL BE DETAILED. (PER CPC 414)
17. NO DOMESTIC DISHWASHING MACHINE SHALL BE DIRECTLY CONNECTED TO A DRAINAGE SYSTEM OR FOOD WASTE DISPOSER WITHOUT THE USE OF AN APPROVED DISHWASHER AIR GAP FITTING ON THE DISCHARGE SIDE OF THE DISHWASHING MACHINE. (PER CPC 807.4)
18. SEE PLAN FOR LOCATION OF HOSE BIBS (VERIFY WITH OWNER AND ARCHITECT). PROVIDE A LISTED NON-REMOVABLE BACKFLOW PREVENTOR OR ATMOSPHERIC VACUUM BREAKER INSTALLED AT LEAST 6" ABOVE THE HIGHEST POINT OF USAGE SHALL PROTECT HOSE BIBS. CPC 603.4.6 AND 603.4.7.
19. INSTALL APPROVED TYPE OF CLEANOUT FITTING BETWEEN THE BUILDING DRAIN AND THE BUILDING SEWER. (PER CPC 707.4)
20. PRIOR TO CLOSE-IN, THE CONTRACTOR SHALL PERFORM AIR PRESSURE AND WATER PRESSURE TESTS TO ENSURE THERE ARE NO LEAKS IN PLUMBING AND DRAINAGE SYSTEMS. THE OWNER SHALL BE INFORMED WHEN SUCH TESTING WILL OCCUR SO HE CAN PLAN TO VISIT THE SITE.

MECHANICAL

1. MECHANICAL SYSTEMS ARE DESIGN/BUILD BY THE SUBCONTRACTOR AND HIS/HER MECHANICAL ENGINEER. CONTRACTOR SHALL PROVIDE SHOP DRAWINGS TO ARCHITECT AND OWNER PRIOR TO INSTALLATION FOR REVIEW AND APPROVAL. CONTRACTOR TO BE RESPONSIBLE FOR OBTAINING APPROVAL FOR SCOPE OF WORK FROM LOCAL BUILDING OFFICIALS.
2. VERIFY ALL EQUIPMENT SIZES BEFORE BEGINNING WORK. INSTALL ALL EQUIPMENT AND MATERIALS PER MANUFACTURER'S INSTRUCTIONS AND RECOMMENDATIONS.
3. MECHANICAL EQUIPMENT SHALL BE FIXED IN POSITION AND SECURELY FASTENED IN PLACE PER CMC 304.4. 3"X3"X1/4" STL. ANGLE WELDED TO FURNACE FRAME AND LAGGED DOWN TO FRAMING WITH 5/8" DIA. LAG BOLTS ON FOUR SIDES, TYP.
4. VERIFY GAS, ELECTRICAL, WATER STUB-OUTS AT ALL AIR HANDLERS, FURNACES, AIR CONDITIONERS AND ALL APPLIANCES OF SIMILAR EQUIPMENT WITH MANUFACTURER'S RECOMMENDATIONS AND OWNER'S REQUIREMENTS.
5. ALL AIR DUCTS PENETRATING THE SEPARATION WALL OR CEILING BETWEEN GARAGE AND LIVING AREAS SHALL BE 26 GA MINIMUM.
6. CENTER ALL REGISTERS HORIZONTALLY UNDER OPENINGS OR IN WALL PANELS WHERE THEY OCCUR, U.O.N.
7. INSTALL ALL THERMOSTATS AT 64" AFF FROM CENTERLINE OF PLATE TO FINISH FLOOR. ALL THERMOSTATS TO BE BRIGHT WHITE FINISH, FIELD VERIFY LOCATIONS WITH OWNER.
8. ANY APPLIANCES IN A GARAGE OR COMPARTMENT ACCESSED FROM GARAGE WHICH GENERATE A SPARK, GLOW, OR FLAME, SHALL BE ELEVATED A MINIMUM OF 18" ABOVE THE FLOOR TO POINT OF IGNITION UNLESS LISTED AS "FLAMMABLE VAPOR IGNITION RESISTANT. (PER CMC 308.1 AND CPC 508.14)
9. PROVIDE CLOTHES DRYER VENT TO OUTSIDE WITH A MAXIMUM LENGTH OF 14 FEET EQUIPPED WITH A BACKDRAFT DAMPER INCLUDING TWO 90 DEGREE ELBOWS AND A MINIMUM DIAMETER OF 4".
10. BATHROOM FANS SHALL BE CONNECTED DIRECTLY TO THE OUTSIDE. FANS AND OTHER EXHAUST SYSTEMS EXHAUSTING AIR FROM CONDITIONED SPACE TO THE OUTSIDE SHALL BE PROVIDED WITH BACKDRAFT DAMPERS TO PREVENT AIR LEAKAGE.
11. EXTERIOR WALL VENTS: UNLESS OTHERWISE PROHIBITED BY CODE, VENT OPENINGS IN EXTERIOR WALLS SHALL RESIST THE INTRUSIONS OF FLAME AND EMBERS INTO THE STRUCTURE OR VENTS SHALL BE SCREENED WITH CORROSION-RESISTANT, NON-COMBUSTIBLE WIRE MESH WITH 1/4" OPENINGS OR ITS EQUIVALENT.

LIGHTING

1. ALL FIXTURES COVERED OR IN CONTACT WITH THERMAL INSULATION REQUIRE IC (INSULATION CONTACT) RATED HOUSINGS.
2. CLOTHES CLOSET LIGHT FIXTURE CLEARANCES SHALL CONFORM TO CEC 410-8. INCANDESCENT FIXTURES WITH OPEN OR PARTIALLY ENCLOSED LAMPS AND PENDANT FIXTURES OR LAMP HOLDERS ARE NOT ALLOWED IN CLOSETS.
3. LIGHT FIXTURES IN TUB OR SHOWER ENCLOSURES OR OTHER WET/DAMP LOCATIONS SHALL BE LABELED "SUITABLE FOR DAMP LOCATIONS," PER CEC 410-4(A).
4. KITCHENS - SECTION 150 (K) 2: PERMANENTLY INSTALLED LUMINAIRES IN KITCHENS SHALL BE HIGH-EFFICACY LUMINAIRES. EXCEPTION: UP TO 50 PERCENT OF THE TOTAL RATED WATTAGE OF PERMANENTLY INSTALLED LUMINAIRES IN KITCHENS MAY BE LUMINAIRES THAT ARE NOT HIGH-EFFICACY LUMINAIRES, PROVIDED THAT THESE LUMINAIRES ARE CONTROLLED BY SWITCHES SEPARATE FROM THOSE CONTROLLING THE HIGH EFFICACY LUMINAIRES. THE WATTAGE OF HIGH-EFFICACY LUMINAIRES SHALL BE THE TOTAL NOMINAL RATED WATTAGE OF THE INSTALLED HIGH-EFFICACY LAMP(S).
5. BATHROOMS, GARAGES, LAUNDRY ROOMS, AND UTILITY ROOMS SECTION 150 (K) 3: PERMANENTLY INSTALLED LUMINAIRES IN BATHROOMS, GARAGES, LAUNDRY ROOMS, AND UTILITY ROOMS SHALL BE HIGH-EFFICACY LUMINAIRES. EXCEPTION: PERMANENTLY INSTALLED LUMINAIRES THAT ARE NOT HIGH EFFICACY SHALL BE ALLOWED PROVIDED THAT THEY ARE CONTROLLED BY AN OCCUPANT SENSOR(S) [SIC] CERTIFIED TO COMPLY WITH SECTION 119 (D). SUCH MOTION SENSORS SHALL NOT HAVE A CONTROL THAT ALLOWS THE LUMINAIRE TO BE TURNED ON AUTOMATICALLY OR THAT HAS AN OVERRIDE ALLOWING THE LUMINAIRE TO BE ALWAYS ON.
6. OTHER SPACES - SECTION 150(K) 4: PERMANENTLY INSTALLED LUMINAIRES LOCATED OTHER THAN IN KITCHENS, BATHROOMS, GARAGES, LAUNDRY ROOMS, AND UTILITY ROOMS SHALL BE HIGH-EFFICACY LUMINAIRES. EXCEPTION 1: PERMANENTLY INSTALLED LUMINAIRES THAT ARE NOT HIGH EFFICACY LUMINAIRES SHALL BE ALLOWED PROVIDED THEY ARE CONTROLLED BY A DIMMER SWITCH. EXCEPTION 2: PERMANENTLY INSTALLED LUMINAIRES THAT ARE NOT HIGH EFFICACY SHALL BE ALLOWED PROVIDED THAT THEY ARE CONTROLLED BY AN OCCUPANT SENSOR(S) [SIC] CERTIFIED TO COMPLY WITH SECTION 119 (D). SUCH MOTION SENSORS SHALL NOT HAVE A CONTROL THAT ALLOWS THE LUMINAIRE TO BE TURNED ON AUTOMATICALLY OR THAT HAS AN OVERRIDE ALLOWING THE LUMINAIRE TO BE ALWAYS ON. EXCEPTION 3: PERMANENTLY INSTALLED LUMINAIRES THAT ARE NOT HIGH EFFICACY LUMINAIRES SHALL BE ALLOWED IN CLOSETS LESS THAN 70 SQ. FT.
7. PORCHES AND OUTDOOR LIGHTING - SECTION 150 (K) 6: LUMINAIRES PROVIDING OUTDOOR LIGHTING AND PERMANENTLY MOUNTED TO A RESIDENTIAL BUILDING OR TO OTHER BUILDINGS ON THE SAME LOT SHALL BE HIGH-EFFICACY LUMINAIRES. EXCEPTION 1: PERMANENTLY INSTALLED OUTDOOR LUMINAIRES THAT ARE NOT HIGH-EFFICACY SHALL BE ALLOWED PROVIDED THAT THEY ARE CONTROLLED BY A MOTION SENSOR(S) [SIC] WITH INTEGRAL PHOTOCONTROL CERTIFIED TO COMPLY WITH SECTION 119 (D). EXCEPTION 2: PERMANENTLY INSTALLED LUMINAIRES IN OR AROUND SWIMMING POOLS, WATER FEATURES, OR OTHER LOCATIONS SUBJECT TO ARTICLE 680 OF THE CALIFORNIA ELECTRIC CODE NEED NOT BE HIGH EFFICACY LUMINAIRES.
8. AIRTIGHT - RECESSED FIXTURES INSTALLED IN AN INSULATED SPACE SHALL BE CERTIFIED AIRTIGHT IN ACCORDANCE WITH ASTM E283.
9. ALL EXTERIOR LIGHTING MUST BE SHIELDED AND DIRECTED DOWNWARD.

ELECTRICAL

1. ELECTRICAL SYSTEM SHALL BE DESIGN/BUILD BY ELECTRICAL SUBCONTRACTOR. ELECTRICAL SUBCONTRACTOR SHALL SUBMIT SCHEMATIC SINGLE-LINE DIAGRAM OF PANELS, SUBPANELS AND OTHER INFORMATION AS REQUIRED BY THE BUILDING DEPARTMENT.
2. CONTRACTOR TO DETERMINE OPTIMUM LOCATION OF ALL ELECTICAL SUB PANELS IN COORDINATION WITH ARCHITECT AND OWNER.
3. GROUND FAULT CIRCUIT INTERRUPTER (GFCI): GFCI PROTECTED RECEPTACLES OR GFCI BRANCH CIRCUITS SHALL BE PROVIDED FOR ALL RECEPTACLES WITHIN 6 FEET OF ANY WATER SOURCE: AT ALL BATHROOMS, IN THE GARAGE, EXTERIOR SPACES, EQUIPMENT ROOM, IN THE CRAWLSPACE, AND AT ALL NON-DEDICATED OUTLETS AT KITCHEN AND LAUNDRY ROOM. (PER CEC 210-8 (A.). PROVIDE GFI RECEPTACLE OUTLETS WITHIN 2 FEET FROM EDGE OF KITCHEN SINK, APPLIANCES AND EDGE OF COUNTERTOPS AS WELL AS NO MORE THAN 48 INCHES ON CENTER CEC 210.52. RECEPTACLES IN KITCHENS SHALL BE PLACED NO MORE THAN 20 INCHES ABOVE THE COUNTER TOP NOR MORE THAN 12 INCHES BELOW IT.
4. ARC FAULT CIRCUIT INTERRUPTER (AFCI): ALL BRANCH CIRCUITS THAT SUPPLY 120-VOLT, SINGLE PHASE, 15- AND 20-AMPERE OUTLETS INSTALLED IN DWELLING UNIT (EXCEPT KITCHEN, LAUNDRY ROOM, AND DEDICATED EQUIPMENT) SHALL BE PROTECTED BY AN ARC-FAULT CIRCUIT INTERRUPTER LISTED TO PROVIDE PROTECTION OF THE ENTIRE BRANCH CIRCUIT. (CEC 210.12 B).
5. METAL WATER PIPING AND OTHER INTERIOR METAL PIPING SHALL BE BONDED TO SERVICE EQUIPMENT. THE POINTS OF ATTACHMENT TO THE BONDING JUMPER SHALL BE ACCESSIBLE.
6. PROVIDE AT LEAST ONE 20 AMP CIRCUIT, WITHOUT OTHER OUTLETS ON THE CIRCUIT, FOR BATHROOM RECEPTACLES. CEC 210.11(C)(3).
7. OUTLET SPACING SHALL NOT EXCEED 12'-0' OC PER CEC. ALL OUTLET PLATES TO BE BRIGHT WHITE UON. RECEPTACLES SHALL BE PLACED SUCH THAT NO POINT ALONG THE FLOOR LINE IN ANY WALL SPACE IS MORE THAN 6 FEET AND AT ALL 2 FOOT LENGTHS OF WALL. INSTALL OUTLETS HORIZONTAL IN BASEBOARDS. CENTER OUTLETS ON WALL U.ON. FOR BATHROOMS/KITCHEN, SEE INTERIOR ELEVATIONS.
8. PROVIDE AT LEAST TWO SEPARATE 20 AMP CIRCUITS FOR SMALL APPLIANCES IN KITCHEN, DINING AND SIMILAR AREAS WITH NO OTHER OUTLETS ON THE CIRCUIT.
9. PROVIDE SEPARATE 120 VOLT, 20-AMP CIRCUIT TO LAUNDRY.
10. A PERMANENT GFI PROTECTED ELECTRICAL OUTLET AND A LIGHTING FIXTURE CONTROLLED BY A SWITCH LOCATED AT THE PASSAGEWAY OPENING SHALL BE PROVIDED NEAR THE WATER HEATER.
11. INSTALL UFER GROUND IN NEW FOUNDATION.
12. ALL EXTERIOR AND GARAGE OUTLETS TO HAVE WATERPROOF PLATE COVERS.
13. ELECTRICAL CONTRACTOR TO COORDINATE AUDIO/VISUAL AND COMPUTER NETWORKING DESIGN WITH OWNER.
14. ALL 15 AND 20 AMP RECEPTACLES INSTALLED IN A WET LOCATION SHALL HAVE AN ENCLOSURE THAT IS WEATHERPROOF WHETHER OR NOT AN ATTACHMENT PLUG CAP IS INSERTED.
15. ALL 120-VOLT RECEPTACLES IN ANY DWELLING UNIT SHALL BE TAMPER-RESISTANT.

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RENEWAL DATE
STATE OF CALIFORNIA

Audrey Bauer

FACADE RENOVATION & INTERIOR ALTERATION

ANNIE WONG & KAIDI XU

133 STONE PINE LN
MENLO PARK, CA
94025

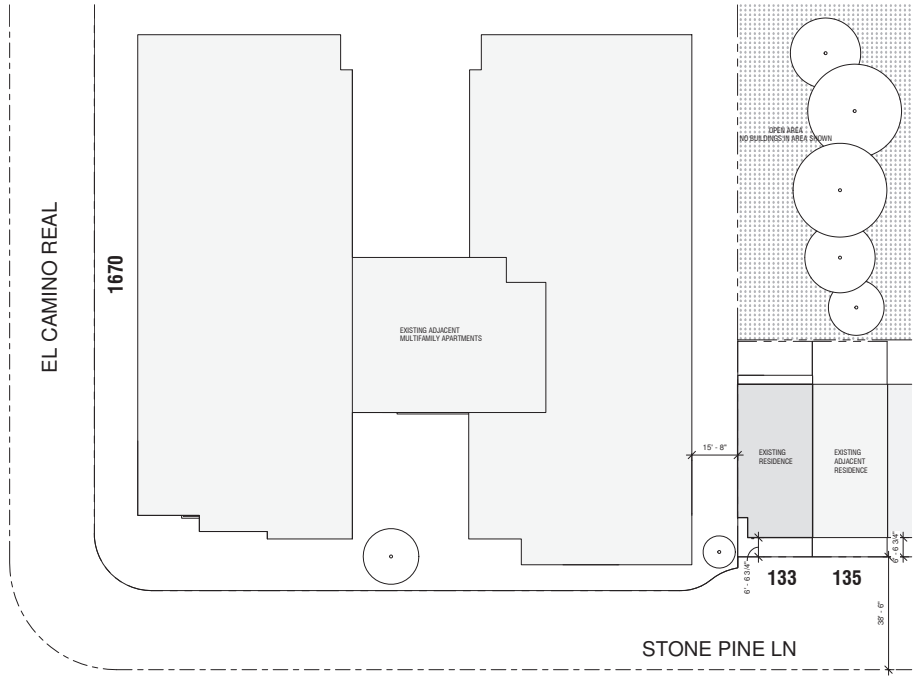
NO.	DESCRIPTION	DATE
2	PLANNING COMMISION FINAL	1.21.22

GENERAL NOTES

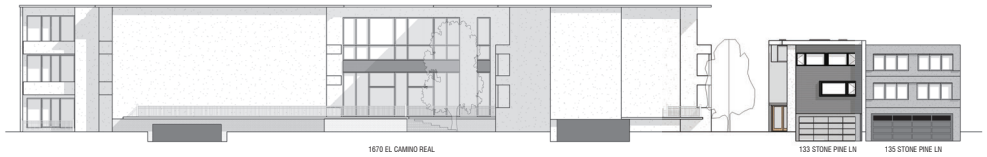
PROJECT NUMBER	133.21
DATE	12.07.21
ISSUED FOR	PLANNING

A0.01

C2



5 PROPOSED AREA PLAN
1" = 20'-0"



2 PROPOSED STREETSCAPE
1/16" = 1'-0"

4 EXISTING STREETSCAPE
1/16" = 1'-0"

EXTERIOR ELEVATION KEYNOTES

1	THERMORY ASH SIDING
2	METAL FRAMED BUMPOUT 4.5" THICK
3	LIGHT COLOR STUCCO
3	LIGHT COLOR STUCCO
3	LIGHT COLOR STUCCO
4	(E) LIGHT STUCCO TO REMAIN

VICINITY PLAN

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FACADE RENOVATION & INTERIOR ALTERATION

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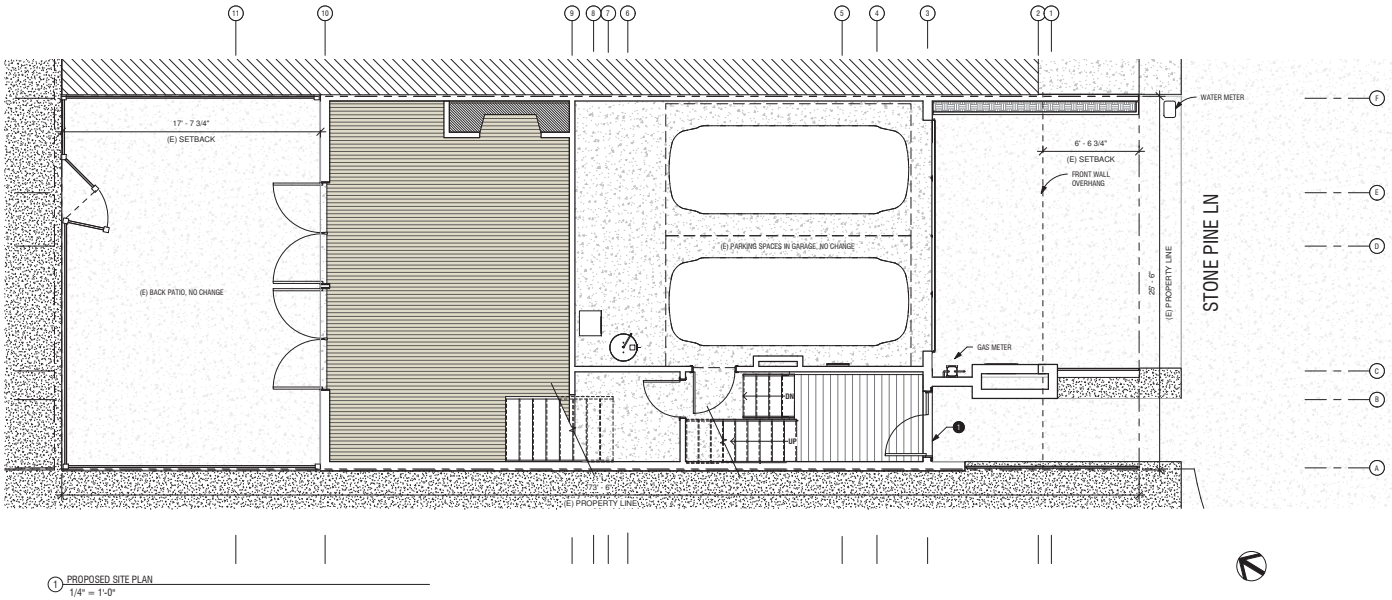
133 STONE PINE LN MENLO PARK, CA 94025

NO.	DESCRIPTION	DATE
1	PLAN CHECK COMMENTS	12.07.21
2	PLANNING COMMISION FINAL	1.21.22

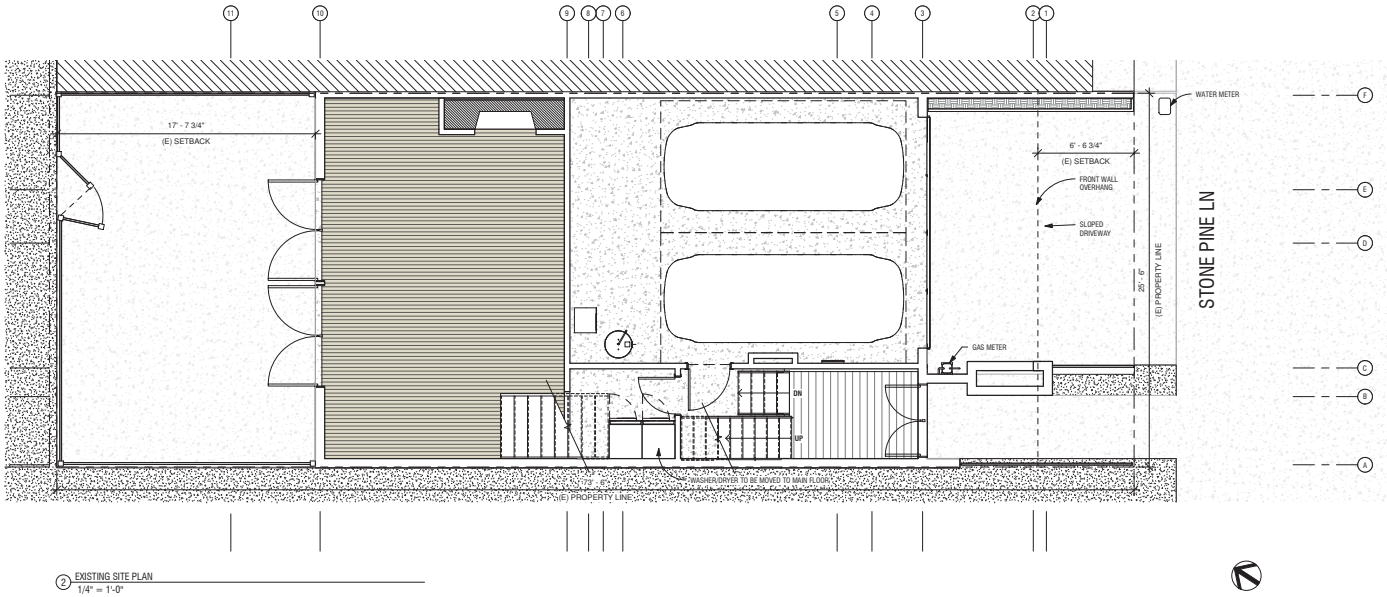
STREETSCAPE & AREA PLAN

PROJECT NUMBER	133.21
DATE	12.07.21
ISSUED FOR	PLANNING

A1.00



1 PROPOSED SITE PLAN
1/4" = 1'-0"



2 EXISTING SITE PLAN
1/4" = 1'-0"

PROPOSED SITE PLAN KEYNOTES

1 REPLACE FRONT DOOR IN KIND

LEGEND

- EXISTING WALLS, TO REMAIN
- EXISTING WALLS, TO BE DEMOLISHED
- NEW WALLS
- EXISTING DOORS, TO BE DEMOLISHED
- NEW DOORS
- ADJACENT PROPERTY, NOT IN CONTRACT

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FACADE RENOVATION & INTERIOR ALTERATION

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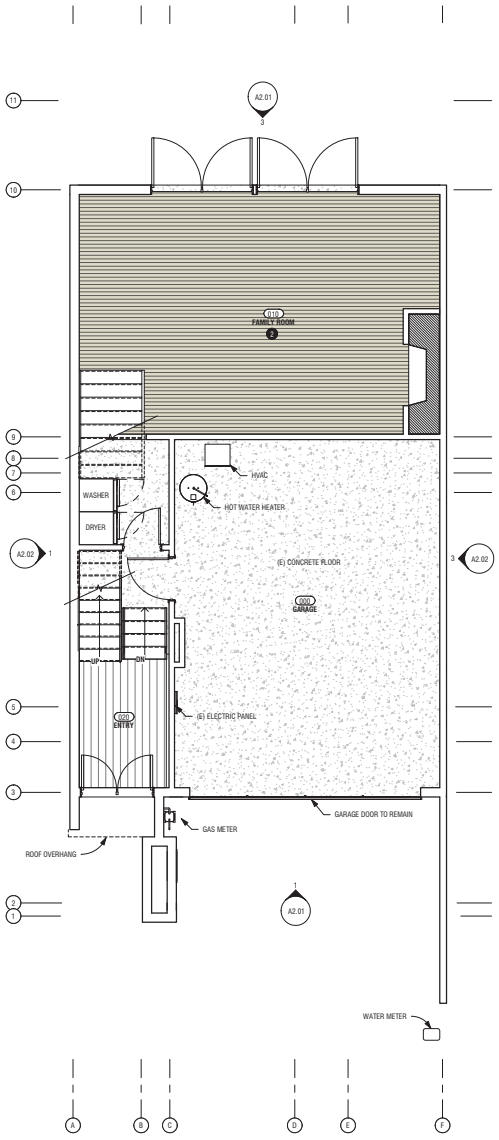
NO.	DESCRIPTION	DATE
1	PLAN CHECK COMMENTS	12.07.21
2	PLANNING COMMISION FINAL	1.21.22

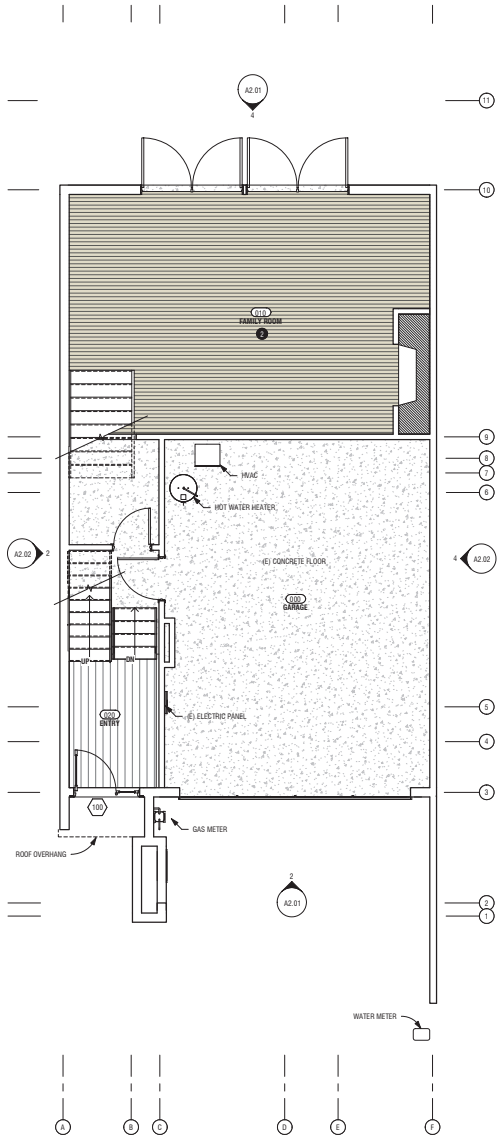
SITE/LANDSCAPE PLAN

PROJECT NUMBER	133.21
DATE	12.07.21
ISSUED FOR	PLANNING

A1.01



2 EXISTING FLOOR PLAN FIRST FLOOR
1/4" = 1'-0"



1 PROPOSED FLOOR PLAN FIRST FLOOR
1/4" = 1'-0"

FLOOR PLAN KEYNOTES

1 (E) ELECTRICAL TO REMAIN
2 (E) WOOD FLOORING TO REMAIN

LIGHTING / ELEC PLAN LEGEND

- AFCI DUPLEX OUTLET
- GROUND FAULT CIRCUIT INTERRUPTOR OUTLET
- OULET 240 VOLT
- SWITCH - STANDARD
- DIMMER SWITCH
- OCCUPANCY SWITCH - MANUAL ON/OFF
- VACANCY SENSOR SWITCH - MANUAL ON/AUTO OFF
- TIME CLOCK SWITCH
- NATURAL GAS CONNECTION
- HOSE BIB
- DATA PORT
- HDMI PORT
- QUAD OUTLET
- WALL MOUNTED LIGHT - LED
- WALL MOUNTED LIGHT - DAMP RATED - LED
- WALL MOUNTED LIGHT - WET RATED - LED
- EXHAUST FAN - 100 CFM MIN.
- CEILING MOUNTED LIGHT - LED
- SMALL PENDANT - LED
- RECESSED LIGHT - LED
- LINEAR RECESSED LED LIGHT
- UNDER CABINET LED LIGHTS
- SMOKE AND CARBON MONOXIDE DETECTOR, HARD WIRED

LEGEND

- EXISTING WALLS, TO REMAIN
- EXISTING WALLS, TO BE DEMOLISHED
- NEW WALLS
- EXISTING DOORS, TO BE DEMOLISHED
- NEW DOORS
- ADJACENT PROPERTY, NOT IN CONTRACT

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LICENSED ARCHITECT
AUDREY A BAUER
C-36620
4/30/21
RENEWAL DATE
STATE OF CALIFORNIA

FACADE RENOVATION & INTERIOR ALTERATION

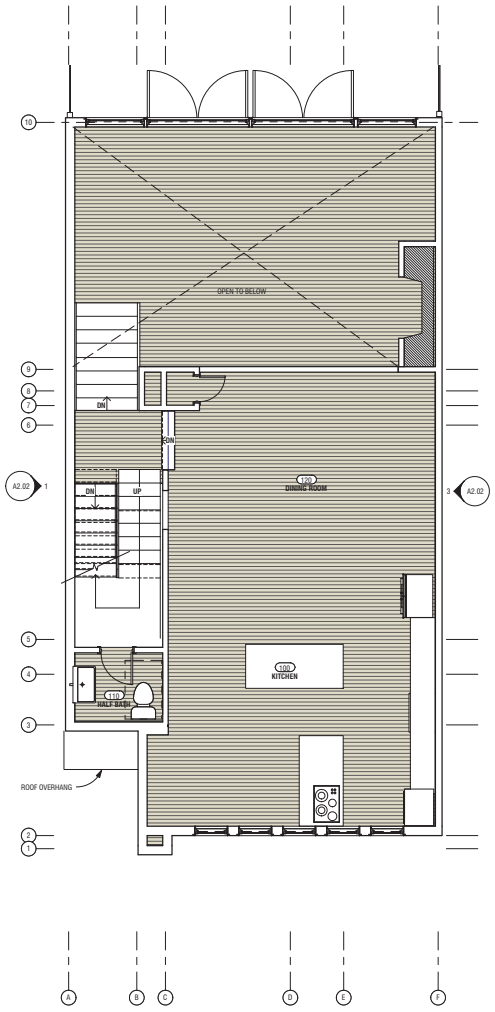
ANNIE WONG & KAIDI XU
133 STONE PINE LN
MENLO PARK, CA 94025

NO.	DESCRIPTION	DATE
1	PLAN CHECK COMMENTS	12.07.21

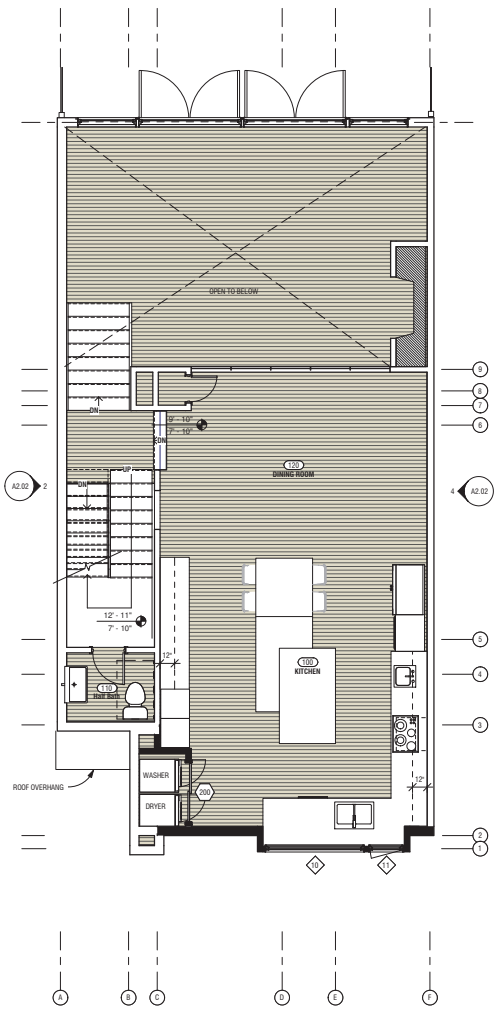
FLOOR PLANS - FIRST FLOOR

PROJECT NUMBER	133.21
DATE	12.07.21
ISSUED FOR	PLANNING

A1.02



2 EXISTING FLOOR PLAN MAIN FLOOR
1/4" = 1'-0"



1 PROPOSED FLOOR PLAN MAIN FLOOR
1/4" = 1'-0"

FLOOR PLAN KEYNOTES

1	(E) ELECTRICAL TO REMAIN
2	(E) WOOD FLOORING TO REMAIN

LIGHTING / ELEC PLAN LEGEND

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- GROUND FAULT CIRCUIT INTERRUPTOR OUTLET
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- UNDER CABINET LED LIGHTS
- SMOKE AND CARBON MONOXIDE DETECTOR, HARD WIRED

LEGEND

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- EXISTING WALLS, TO BE DEMOLISHED
- NEW WALLS
- EXISTING DOORS, TO BE DEMOLISHED
- NEW DOORS
- ADJACENT PROPERTY, NOT IN CONTRACT

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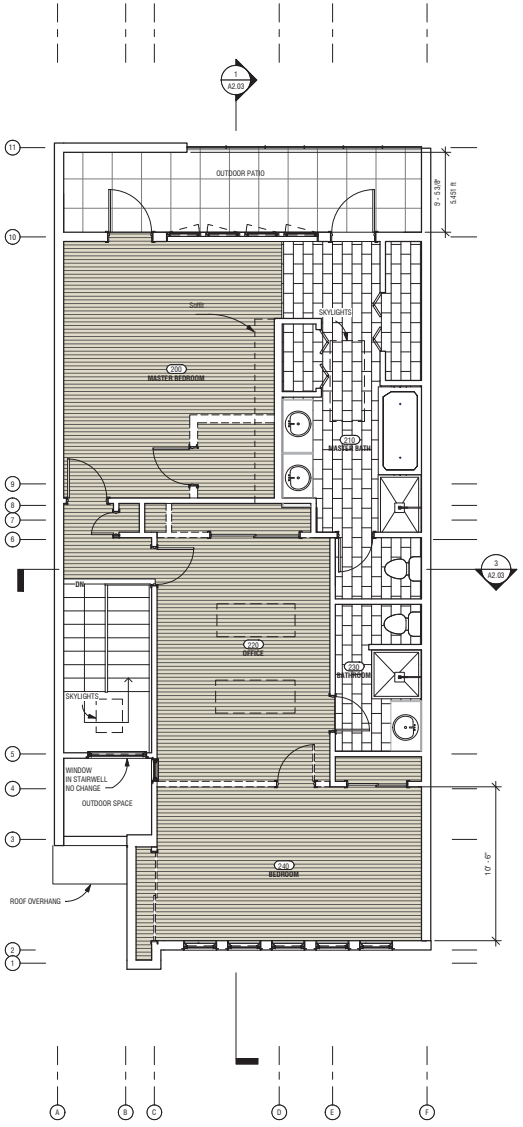
ANNIE WONG & KAIDI XU
133 STONE PINE LN
MENLO PARK, CA 94025

NO.	DESCRIPTION	DATE
1	PLAN CHECK COMMENTS	12.07.21
2	PLANNING COMMISION FINAL	1.21.22

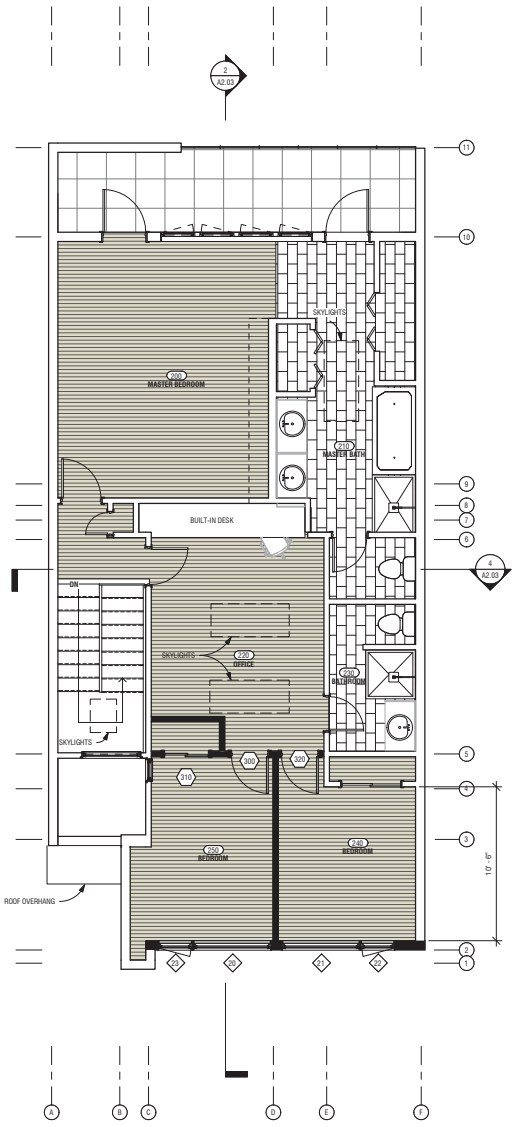
FLOOR PLANS - MAIN FLOOR

PROJECT NUMBER	133.21
DATE	12.07.21
ISSUED FOR	PLANNING

A1.03



1 EXISTING FLOOR PLAN THIRD FLOOR
1/4" = 1'-0"



2 PROPOSED FLOOR PLAN THIRD FLOOR
1/4" = 1'-0"

FLOOR PLAN KEYNOTES

1 (E) ELECTRICAL TO REMAIN
2 (E) WOOD FLOORING TO REMAIN

LIGHTING / ELEC PLAN LEGEND

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- GROUND FAULT CIRCUIT INTERRUPTOR OUTLET
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- UNDER CABINET LED LIGHTS
- SMOKE AND CARBON MONOXIDE DETECTOR, HARD WIRED

LEGEND

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- EXISTING WALLS, TO BE DEMOLISHED
- NEW WALLS
- EXISTING DOORS, TO BE DEMOLISHED
- NEW DOORS
- ADJACENT PROPERTY, NOT IN CONTRACT

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94025

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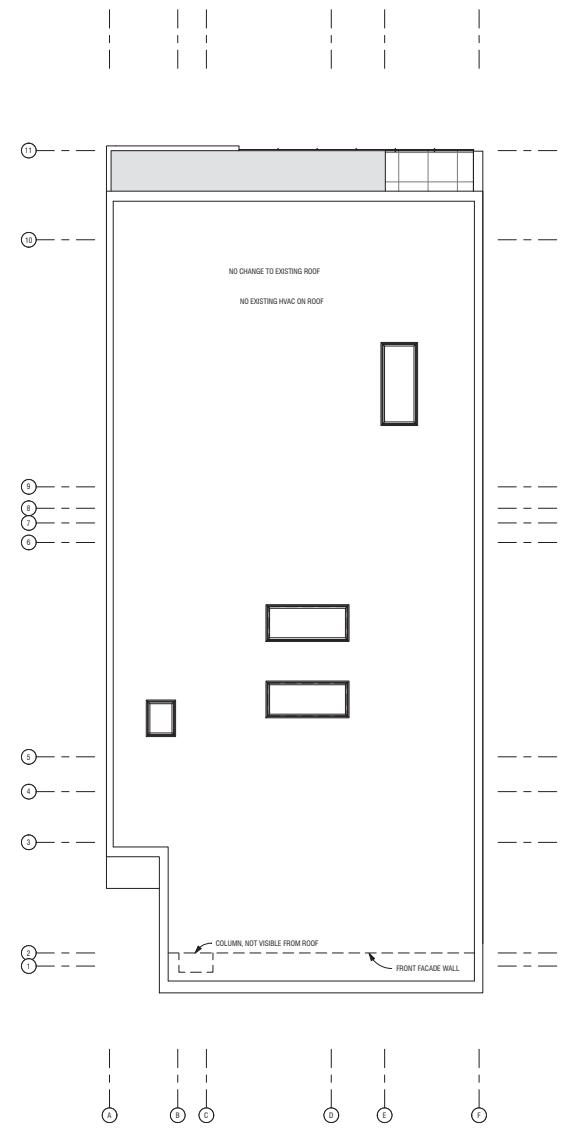
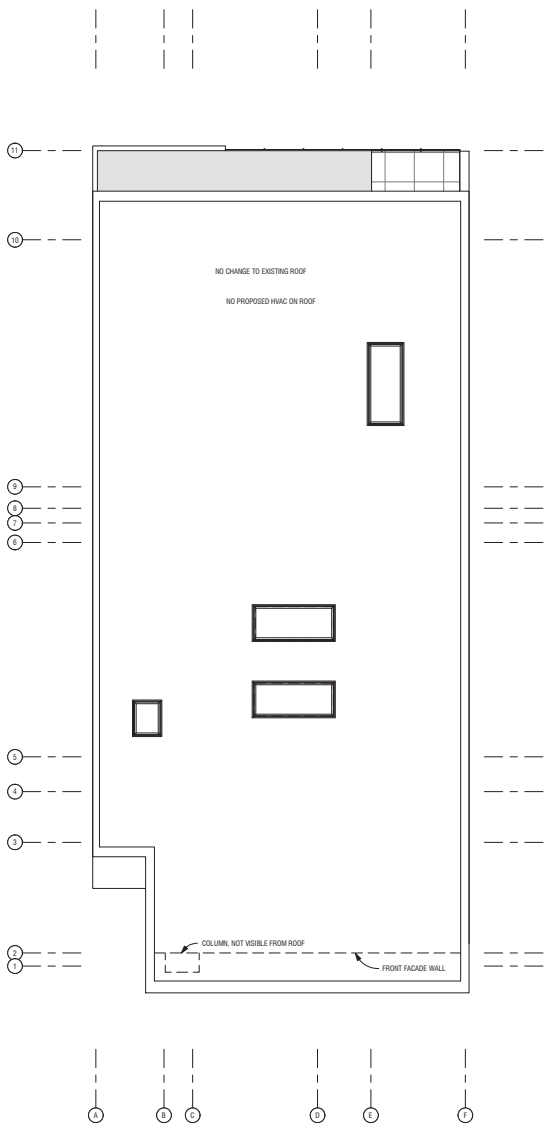
FLOOR PLANS - THIRD FLOOR

PROJECT NUMBER	133.21
DATE	12.07.21
ISSUED FOR	PLANNING

A1.04



3 EXISTING FLOOR PLAN ROOF
1/4" = 1'-0"



1 PROPOSED FLOOR PLAN ROOF
1/4" = 1'-0"

ROOF PLAN KEYNOTES

LEGEND

EXISTING WALLS, TO REMAIN

EXISTING WALLS, TO BE DEMOLISHED

NEW WALLS

EXISTING DOORS, TO BE DEMOLISHED

NEW DOORS

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FLOOR PLANS - ROOF

PROJECT NUMBER	133.21
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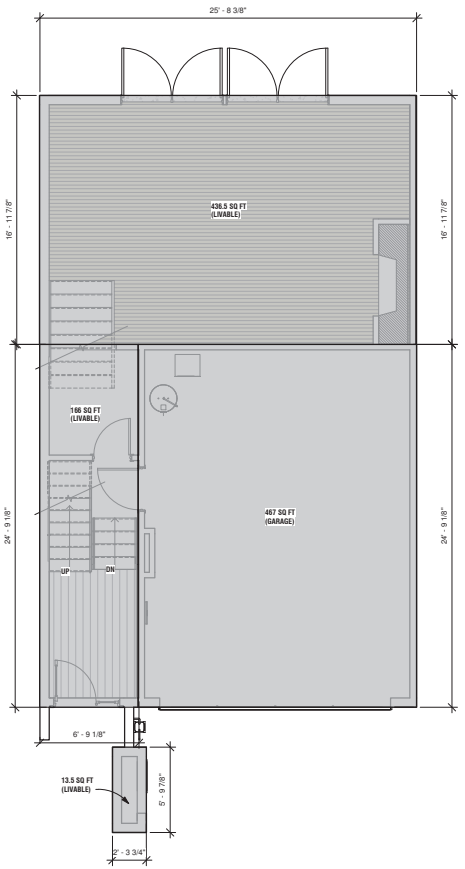
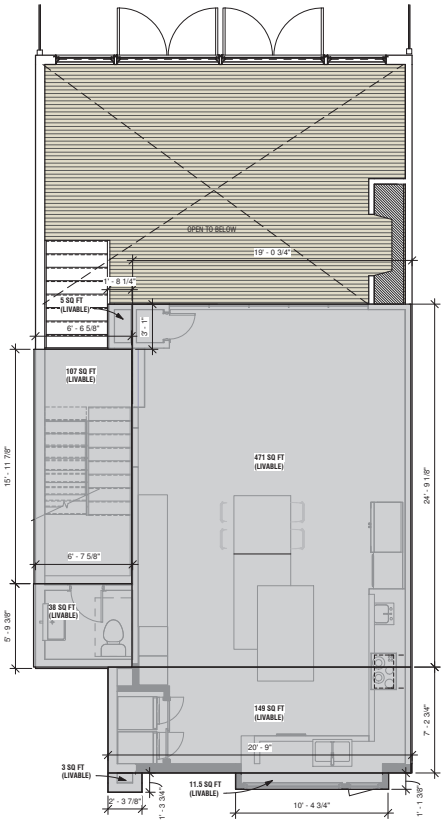
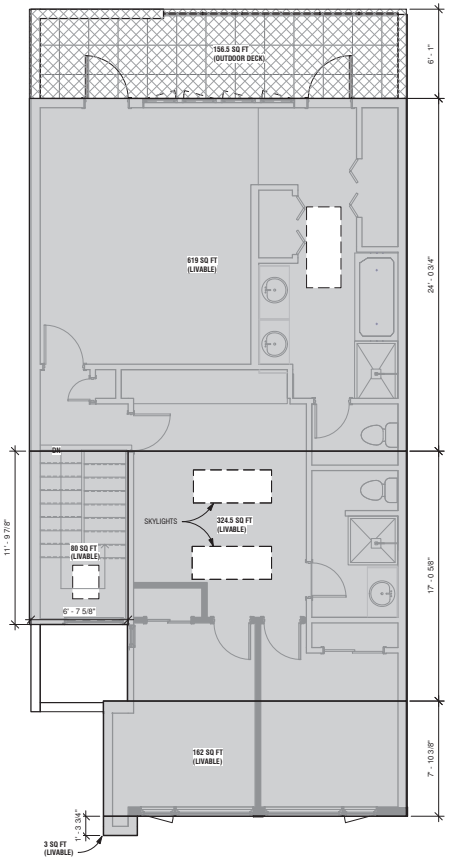
A1.05



3 LEVEL 00 AREA CALCS
1/4" = 1'-0"



2 LEVEL 01 AREA CALCS
1/4" = 1'-0"



1 LEVEL 02 AREA CALCS
1/4" = 1'-0"

AREA CALCS

NO SQUARE FOOTAGE ADDED

EXISTING GARAGE SQUARE FOOTAGE, NO CHANGE

467 - SQ FT

EXISTING SQUARE FOOTAGE TOTALS PER P.C. 102.9

LEVEL 00 | 436.5 + 166 + 13.5 = 616 - SQ FT (NO CHANGE)

LEVEL 01 | 149 + 38 + 5 + 471 + 3 +107 + 11.5 = 784.5 - SQ FT (11.5 SQ FT INCREASE)

LEVEL 02 | 162 + 3 + 324 + 619 + 80 = 1188 - SQ FT (NO CHANGE)

TOTAL - **2624.5 SQ FT**

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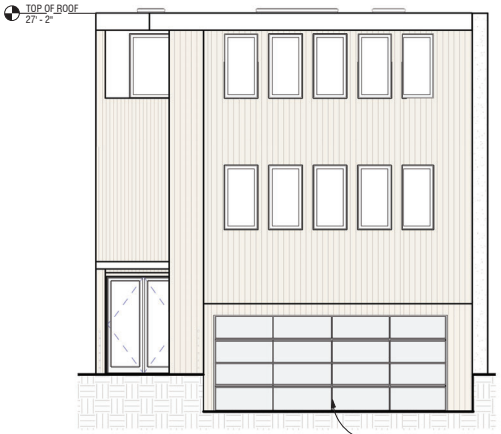
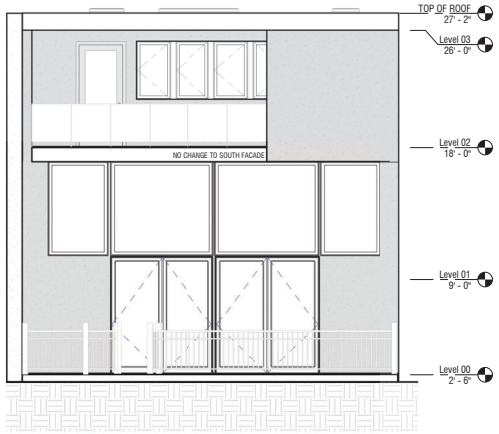
AREA CALCULATIONS

PROJECT NUMBER	133.21
DATE	12.07.21
ISSUED FOR	PLANNING

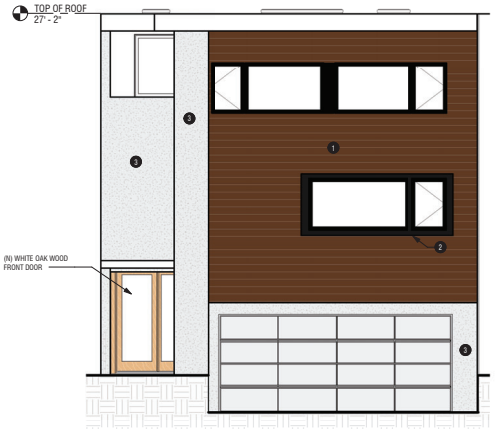
A1.06



1 EXISTING STREET FACADE (NORTH)
1/4" = 1'-0"



3 EXISTING ELEVATION SOUTH
1/4" = 1'-0"



2 PROPOSED STREET FACADE (NORTH)
1/4" = 1'-0"

4 PROPOSED ELEVATION SOUTH
1/4" = 1'-0"

EXTERIOR ELEVATION KEYNOTES

1	THERMORY ASH SIDING
2	METAL FRAMED BUMPOUT 4.5" THICK
3	LIGHT COLOR STUCCO
3	LIGHT COLOR STUCCO
3	LIGHT COLOR STUCCO
4	(E) LIGHT STUCCO TO REMAIN

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ANNIE WONG & KAIDI XU

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NORTH & SOUTH EXTERIOR ELEVATIONS

PROJECT NUMBER	133.21
DATE	12.07.21
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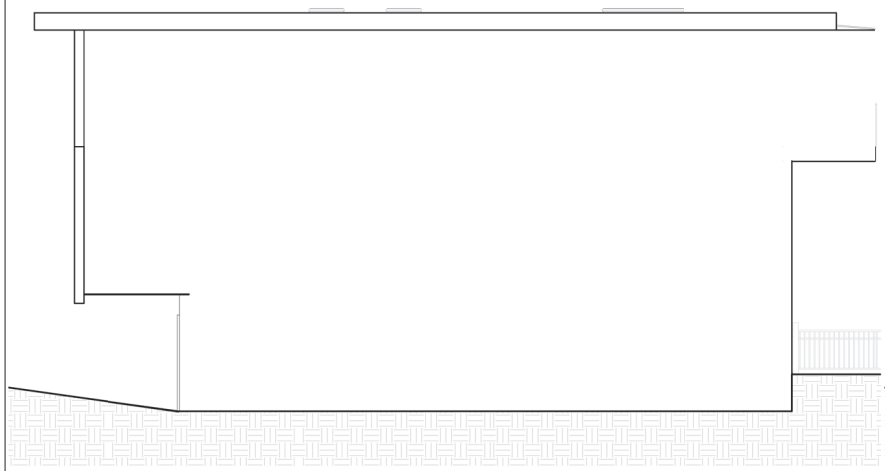
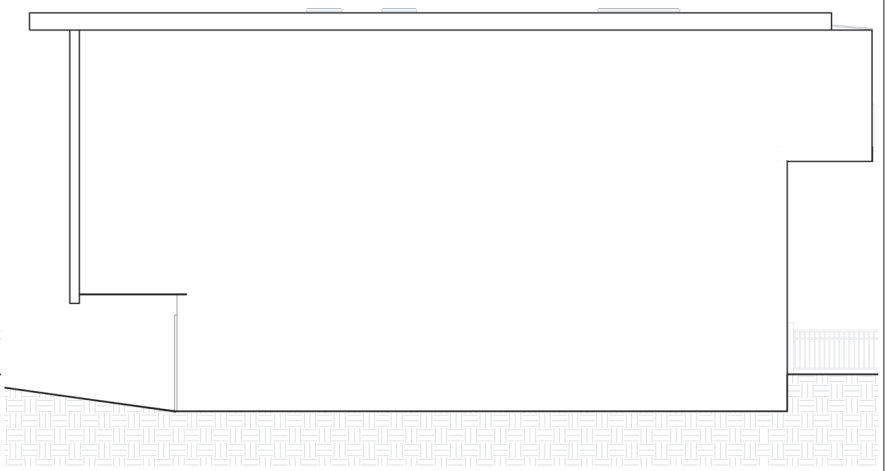
A2.01

1 EXISTING ELEVATION EAST
1/4" = 1'-0"

2 PROPOSED ELEVATION EAST
1/4" = 1'-0"



3 EXISTING ELEVATION WEST
1/4" = 1'-0"



4 PROPOSED ELEVATION WEST
1/4" = 1'-0"

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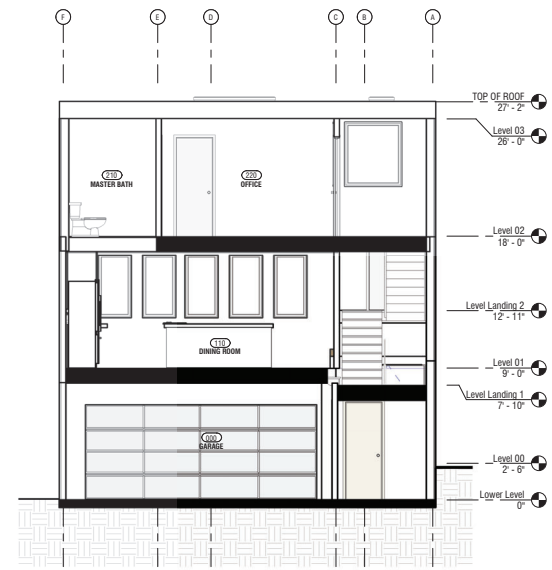
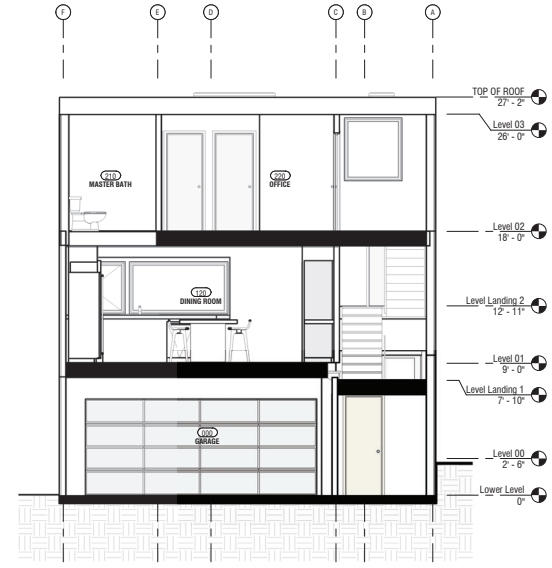
EAST & WEST EXTERIOR ELEVATIONS

PROJECT NUMBER	133.21
DATE	12.07.21
ISSUED FOR	PLANNING

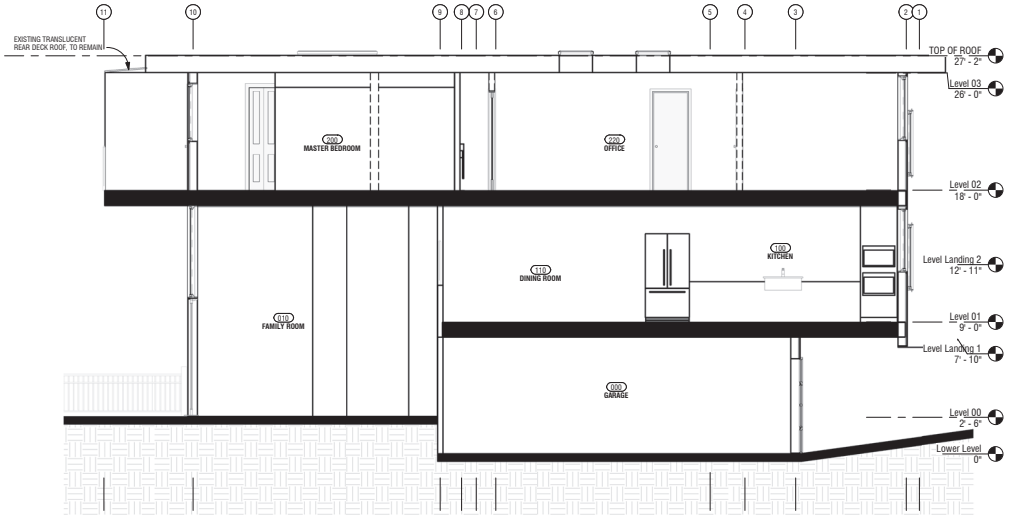
A2.02



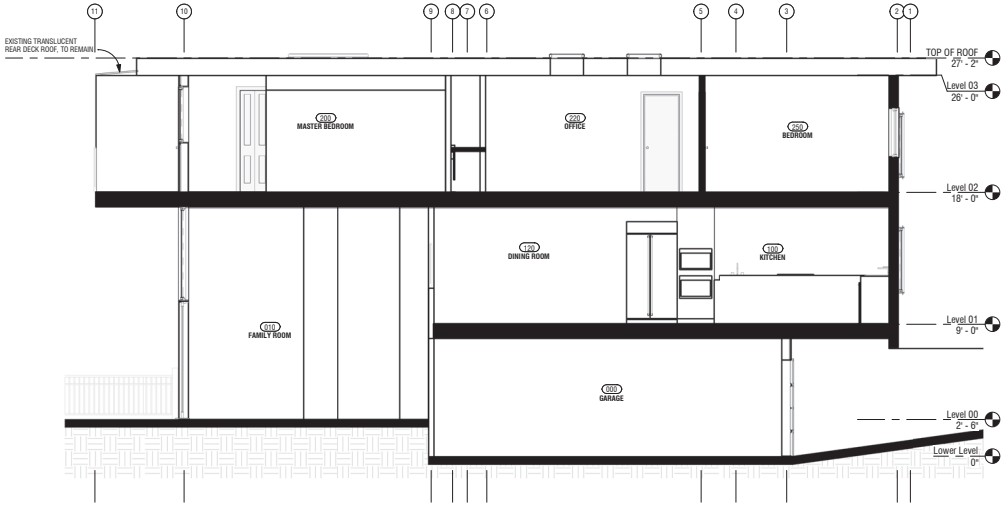
3 EXISTING LATITUDINAL SECTION
1/4" = 1'-0"



4 PROPOSED LATITUDINAL SECTION
1/4" = 1'-0"



1 EXISTING LONGITUDINAL BUILDING SECTION
1/4" = 1'-0"



2 PROPOSED LONGITUDINAL BUILDING SECTION
1/4" = 1'-0"

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SECTIONS

PROJECT NUMBER	133.21
DATE	12.07.21
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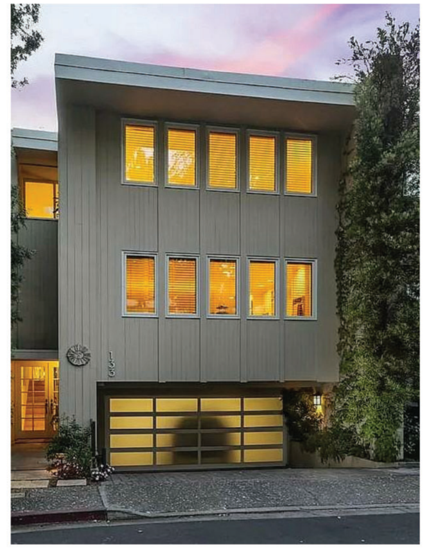
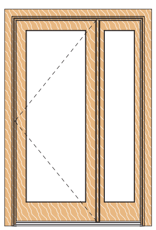
A2.03

(2) PROPOSED EXTERIOR RENDERING WEST FACING

(1) PROPOSED EXTERIOR RENDERING EAST FACING

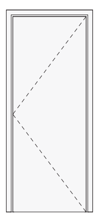


EXISTING STREET VIEW PHOTOGRAPH



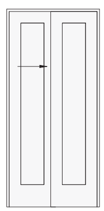
A EXTERIOR WITH SIDELITE

**WOOD DOOR
CONTEMPORARY
MARVIN, OR SIM.**



B INTERIOR SINGLE PANEL

WOOD DOOR
CONTEMPORARY
MARVIN, OR SIM.



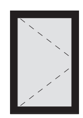
C INTERIOR SLIDING CLOSET

WOOD DOOR
CONTEMPORARY
MARVIN, OR SIM.

DIAGRAM-DOOR TYPES
1/2" = 1'-0"

A FIXED

**WOOD WINDOW
MARVIN ULTIMATE, OR EQ.**



B CASEMENT

**WOOD WINDOW
MARVIN ULTIMATE, OR EQ.**

DIAGRAM-WINDOW TYPES
1/2" = 1'-0"

SCHEDULE-WINDOWS

TAG	Type	Width	Height	HEAD HEIGHT	Glass Type	Manufacturer	COMMENTS
10	Window Fixed	6' - 9"	3' - 6"	6' - 11 1/8"		Marvin Windows and Doors	
11	Window Casement	2' - 4"	3' - 6"	6' - 11 1/8"		Marvin Windows and Doors	
20	Window Fixed	5' - 4"	3' - 6"	10' - 11"		Marvin Windows and Doors	
21	Window Fixed	5' - 4"	3' - 6"	10' - 11"		Marvin Windows and Doors	
22	Window Casement	2' - 4"	3' - 6"	5' - 10"		Marvin Windows and Doors	EGRESS
23	Window Casement	2' - 4"	3' - 6"	5' - 10"		Marvin Windows and Doors	EGRESS

SCHEDULE - EXTEROPR DOORS

TAG	FUNCTION	TYPE	HEIGHT	WIDTH	OPERATOR-SLIDING	DOOR HAND	LOCKSET TYPE	LOCKSET HARDWARE	MANUFACTURER	MATERIAL	EXTERIOR MATERIAL	INTERIOR MATERIAL	NOTES	WALL THICKNESS	JAMB DEPTH
100	Exterior	A	7' - 2"	4' - 6"					Marvin						

SCHEDULE - INTERIOR DOORS

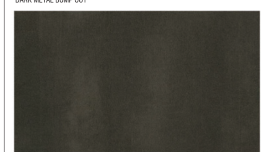
TAG	FUNCTION	TYPE	HEIGHT	WIDTH	OPERATOR-SLIDING	DOOR HAND	LOCKSET TYPE	LOCKSET HARDWARE	MANUFACTURER	MATERIAL	FINISH	NOTES	WALL THICKNESS	JAMB DEPTH	GLAZING TYPE
300	Interior	B	6' - 8"	2' - 6"											
320	Interior	B	6' - 8"	2' - 6"											
200	Interior	C	6' - 8"	4' - 0"											
310	Interior	C	6' - 8"	3' - 0"											

MATERIALS

THERMORY SIDING

LIGHT COLOR STUCCO

DARK METAL BUMP OUT



BLACK WINDOW TRIM

NEW EXTERIOR DOOR

EXISTING TO REMAIN GARAGE DOOR

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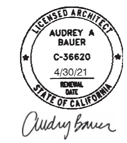

FACADE RENOVATION & INTERIOR ALTERATION

ANNIE WONG & KAIDI XU

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SCHEDULES & EXTERIOR MATERIALS

PROJECT NUMBER	133.21
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ISSUED FOR	PLANNING

A3.01

STUDIO MAVEN
ARCHITECTURE

December 07, 2021

Project Description Letter for : 133 Stone Pine Ln.

APN: 069-343-090

To Whom it May Concern,

We are submitting documents for the proposed project at 133 Stone Pine Lane for an Architectural Control review and approval. Proposed are alterations to the front facade openings and materials, as well as minor interior alterations. This is a single family townhouse built in 1964 with painted vertical board siding and trim.

The goals of the project are:

1. Update the façade of the townhouse, replacing the existing trim and finishes with a style that's more consistent with the neighborhood
2. Convert the existing oversized bedroom into 2 usable bedrooms, likely consistent with the original layout of the home.
3. Update the current kitchen in-kind.

The detailed scope of work is as follows:

1. Replace the traditional styled french-door entry door with a modern single door and sidelite.
2. Replace the 5 windows at the main level (Level 1) with 2 windows, adding a bay window bump out to host the windows (11.5 square feet added).
3. Update the kitchen, adding a closet to move the washer & dryer to the main level (Level 1)
4. Replace the vertical wood siding with a combination of light stucco and stained wood siding at the front of house.
5. Convert the oversized bedroom at the 3rd floor into 2 smaller bedrooms.
6. Replace the 5 windows at the upper level (Level 2) with 4 windows.

There are no changes to the existing setbacks on the property, nor any changes to the existing site layout, parking, fences, garage, driveway or roof. No work shall occur at the lower level (Ground Level). No work shall occur in the rear of the townhome.

The property is adjacent to a large apartment building on the left and a single family townhouse immediately adjacent to the right. The property owners of the townhouse at 135 Stone Pine

Lane are aware of the project and are supportive of the proposed alterations.

The homeowners reported that they "had one [conversation] verbally with our nextdoor neighbor 135 Stone Pine Lane, and with the owners couple (Jun Choi and Diane Moon), and I believe we spoke on March 19th, 2021 Friday evening, shortly after Jun and Diane moved in...we mentioned our project scope (primarily kitchen remodelling and the bedroom change with modifying windows) and asked whether they are OK with upcoming construction noises - which they said no problem at all."

Please feel free to contact us with any questions you may have about the drawings.

Please let us know if there are further questions.

Thank you,

Audrey Bauer

Studio Maven
135 Webster St
San Francisco, Ca 94117
415-494-8255

STAFF REPORT

Planning Commission
Meeting Date: **2/14/2022**
Staff Report Number: **22-009-PC**

Regular Business: **Use Permit/Charlene Cheng/269 Willow Road**

Recommendation

Staff recommends that the Planning Commission approve the request for a use permit to construct a new two-story residence with an attached garage on a substandard lot with regard to minimum lot depth in the R-1-U (Single Family Urban Residential) district. The parcel is a vacant panhandle lot with access via an easement over 267 and 275 Willow Road, and 269 Willow Road is proposed as the new address for the subject parcel. The proposal also includes a request for a use permit to allow seven-foot tall fences within the front setback. Recommended actions are included as Attachment A.

Policy Issues

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

Background

Site location

The subject property is located at 269 Willow Road in the Seminary Oaks neighborhood. The parcel is a vacant panhandle lot oriented parallel to Willow Road. Two adjacent parcels separate the subject site from Willow Road. An access easement over the right ten feet of the 267 Willow Road property and the left ten feet of the 275 Willow Road property combine to form the “handle” for the panhandle lot and provide access to the subject parcel. The subject parcel is proposed to have the address of 269 Willow Road. Using Willow Road in a north-south orientation, the project site is located near the western side of Willow Road between Nash Avenue to the north and Blackburn Avenue to the south. The adjacent parcels along the street are also located within the R-1-U (Single Family Urban Residential) zoning district and feature primarily single-family residences. The area represents a variety of architectural styles, including Mediterranean, traditional, and ranch style homes. A location map is included as Attachment B.

Previous Planning Commission review

The project was heard by the Planning Commission on January 24, 2022. Public comment from neighboring residents was received in advance of the meeting identifying a desire for a taller fence in the front 20 feet of the lot, which would require a use permit. Another neighbor provided input requesting additional screening trees at the rear of the lot. The Planning Commission asked the applicant if they would be amenable to continue the project to a future meeting and add the request for fences exceeding four feet in height within the front setback to their proposed project. The applicant agreed. The applicant has revised the proposed plans to reflect the request for the taller fence height and additional screening trees at the rear of the property. The staff report from the January 24, 2022 meeting is included as Attachment C.

Analysis

Project description

The applicant is proposing to construct a new two-story, single-family residence on the vacant panhandle lot. The project also includes a request for fences taller than four feet in height within the front 20 feet of the lot. A data table summarizing parcel and project characteristics is included as Attachment D. The project plans and project description letter are included as Attachments E and F, respectively.

The proposed residence would be a three-bedroom home with the master bedroom and two additional bedrooms on the second floor. The first floor would be dedicated to shared living space, including the kitchen, dining, and living rooms and an office. The required parking for the home would be provided by an attached, front-loading, one-car garage and an uncovered parking space to the left of the garage. Guest parking would be provided near the uncovered parking space at the end of the driveway. The proposed residence would meet all Zoning Ordinance requirements for setbacks, lot coverage, floor area limit (FAL), daylight plane, parking, and height. Of particular note, the project would have the following characteristics with regard to the Zoning Ordinance:

- The proposed floor area would be near the maximum FAL with 2,917.1 square feet proposed where 2,967 square feet is the maximum.
- The proposed project would be constructed below the maximum lot coverage at 23.7 percent where 35 percent is the maximum.
- The proposed residence would be constructed near the maximum height, at 27.9 feet proposed where 28 feet is the maximum.

The proposed residence would have a front setback of 24.6 feet, and a rear setback of 20, where 20 feet is required in either case. The required interior side setback in the R-1-U district is 10 percent of the minimum lot width, with a minimum of five feet and a maximum of ten feet. The flag lot orientation is such that the lot line met by the access, or “panhandle” is considered the front lot line. The panhandle reaches the lot at the center. The width, as measured as the distance between the two sides, is 109.8 feet. Therefore the side setbacks are ten feet on either side. The residence is proposed to be located at the minimum right-side setback and 20.9 feet from the left side. The proposed second story would be directly above the first story at the front and rear, and stepped in from the first floor on both sides of the residence.

Fencing

The proposed project would include construction of a new seven-foot tall wood fence within the front setback at the right side of the property and legalization of an existing seven-foot tall wood fence within the front setback at the left side of the property. The proposal also includes fences along the front property line that would feature four-foot tall stone-clad columns, which would increase to seven feet in height on each side of the driveway, approximately four feet from the columns.

Because the front setback of the subject property is also the rear setback of two adjacent lots, shared fences along this property line or on the adjacent parcels may be up to seven feet tall, as is allowed for fences along rear property lines. However, the sides of the subject parcel are adjacent to the sides of adjacent parcels, so along these property lines, a use permit is needed to exceed the four-foot height limitation within the front 20 feet of the subject property.

Staff believes that the taller fences within the front setback would be appropriate and provide additional privacy to the occupants of the subject property as well as neighbors, without imposing on the pedestrian and vehicular experience at the street given the subject parcel is not adjacent to the public right-of-way.

Design and materials
The applicant states that the proposed residence would be constructed in a colonial revival design. The exterior materials would be hardi board horizontal siding. The roof would feature presidential shingle roofing material. The windows would be simulated true divided lite style fiberglass windows with vinyl shutters at the first and second floor at the front, and second floor at the rear. A large fixed window would be set between two fiberglass casement windows without grids at the center of the rear elevation. The rear elevation would also feature sliding glass doors at the first floor.

There are six second-story windows proposed at the rear and five at the front, along with three dormers with windows. All second-story windows would have a minimum sill height of three feet. No second-story windows are proposed at the sides. Staff believes the proposal not to have side-facing, second-story windows would help alleviate potential privacy concerns.

Staff believes that the design and materials of the proposed residence are compatible with the surrounding neighborhood. The colonial revival style would be generally attractive and add to the mix of architectural styles in the area.

Trees and landscaping
There are a total of 32 trees at and near the project site. Two heritage trees, tree #2, an apple tree in the southeast corner of the lot, and tree #6, a plum tree in the southwest quarter of the lot nearer to the center, and nine non-heritage trees, primarily at the center and rear of the lot, are proposed for removal due to conflict with the proposed residence and driveway. The remaining heritage trees would be protected according to the heritage tree ordinance and the applicant's arborist report (Attachment G).

One coast live oak tree and one hybrid laurel tree are proposed as heritage tree replacements. Four additional hybrid laurel trees are proposed as screening trees. The coast live oak tree is proposed in the rear yard. The hybrid laurel replacement tree would be located at the east side of the lot. Two hybrid laurel trees would be planted in the southeast corner near where the apple tree would be removed, one would be planted near the center of the southern side of the lot, and one would be planted toward the northeast corner of the lot.

The applicant has indicated three additional hybrid laurel screening trees would be planted in the rear yard as a result of feedback from neighbors. Project-specific conditions of approval 4b and 4c would ensure that the applicant provide an updated arborist report assessing the additional plantings and irrigation plans to confirm there would be no impacts to the existing heritage trees and the new trees would be successful.

The trees are shown on the site plan and landscape plan within the proposed plan set (Attachment D). The proposed tree removals and tree protections were evaluated by the City Arborist. The City Arborist waived the notice and appeal period for the heritage tree removals based on the condition of the trees as part of the review of the heritage tree removal permits as the poor health of the trees is sufficient to warrant their removal. Protection of the trees in accordance with the arborist report and the Heritage Tree Ordinance would be ensured through standard condition of approval 3(k).

Correspondence
The applicant indicates they reached out to surrounding properties. Correspondence with the neighbors at 247 Willow Road, 245 Willow Road, and 254 Santa Margarita Avenue has been included as Attachment H.

The neighbor at 247 Willow Road expressed concerns including potential privacy impacts from second-story

windows and the removal of the apple tree in the southeast corner of the lot, as well as general concerns about rodents on the vacant site and sewer line issues. The neighbors at 245 Willow Road expressed concerns about privacy with the lower fence along the front. The rear-adjacent neighbor on Santa Margarita Avenue also expressed concerns about privacy impacts from the second story and requested additional landscape screening and that the proposed location of the home be revised.

The applicant has added screening trees to the existing trees along the rear. The home would meet the rear setback and the three-foot sill heights for the windows at the rear would help to mitigate potential privacy concerns. The applicant has also revised the proposal to include a taller fence in the front setback to address privacy concerns. In addition, the applicant indicates they will address the rodent concern during demolition and new sewer connections are proposed.

Conclusion

Staff believes the proposed home would be aesthetically compatible with others in the neighborhood and the design decision not to install windows on the side-facing elevations at the second floor would help to reduce potential privacy concerns. The use permit request for fences over 7 feet in height within the front setback would be appropriate for the panhandle lot and would provide additional privacy to the subject property as well as neighbors. Staff recommends the Planning Commission approve the proposed project.

Impact on City Resources

The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the project. In addition, the proposed development would be subject to payment of the Transportation Impact Fee (TIF) as outlined in project-specific condition of approval 4.a.

Environmental Review

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

Public Notice

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

Appeal Period

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

Attachments

A. Recommended Actions
B. Location Map
C. January 24, 2022 Planning Commission Staff Report
D. Data Table

E. Project Plans
F. Project Description Letter
G. Arborist Report
H. Correspondence

Disclaimer

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

Exhibits to Be Provided at Meeting

None

Report prepared by:
Ori Paz, Associate Planner

Report reviewed by:
Corinna Sandmeier, Acting Principal Planner

LOCATION: 269 Willow Road	**PROJECT NUMBER:** PLN2021-00024	**APPLICANT:** Charlene Cheng	**OWNER:** MP Willow Capital LLC
PROPOSAL: Request for a use permit to construct a new two-story residence with an attached garage on a substandard lot with regard to minimum lot depth in the R-1-U (Single Family Urban Residential) district. The parcel is a vacant panhandle lot with access via an easement over 267 and 275 Willow Road, and 269 Willow Road is proposed as the new address for the subject parcel. The proposal also includes a request for a use permit to allow seven-foot tall fences within the front setback.			
DECISION ENTITY: Planning Commission	**DATE:** February 14, 2022	**ACTION:** TBD	
VOTE: TBD (Barnes, DeCardy, Doran, Kennedy, Riggs, Harris, Tate)			

ACTION:

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following ***standard*** conditions:
    a. The applicant shall be required to apply for a building permit within one year from the date of approval (by February 14, 2023) for the use permit to remain in effect.
    b. Development of the project shall be substantially in conformance with the plans prepared by ZSD Architects, Inc. consisting of 12 plan sheets, dated received February 7, 2022, and approved by the Planning Commission on February 14, 2021, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.
    c. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
    d. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
    e. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
    f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
    g. All applicable public right-of-way improvements, including frontage improvements and the dedication of easements and public right-of-way, shall be completed to the satisfaction of the Engineering Division prior to building permit final inspection.

LOCATION: 269 Willow Road	**PROJECT NUMBER:** PLN2021-00024	**APPLICANT:** Charlene Cheng	**OWNER:** MP Willow Capital LLC
PROPOSAL: Request for a use permit to construct a new two-story residence with an attached garage on a substandard lot with regard to minimum lot depth in the R-1-U (Single Family Urban Residential) district. The parcel is a vacant panhandle lot with access via an easement over 267 and 275 Willow Road, and 269 Willow Road is proposed as the new address for the subject parcel. The proposal also includes a request for a use permit to allow seven-foot tall fences within the front setback.			
DECISION ENTITY: Planning Commission	**DATE:** February 14, 2022	**ACTION:** TBD	
VOTE: TBD (Barnes, DeCardy, Doran, Kennedy, Riggs, Harris, Tate)			

ACTION:

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

i. Post-construction runoff into the storm drain shall not exceed pre- construction runoff levels. The applicant's design professional shall evaluate the Project's impact to the City's storm drainage system and shall substantiate their conclusions with drainage calculations to the satisfaction of the City Engineer prior to building permit issuance.

j. Simultaneous with the submittal of a complete building permit application, the applicant shall provide documentation indicating the amount of irrigated landscaping. If the project proposes more than 500 square feet of irrigated landscaping, it is subject to the City's Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). Submittal of a detailed landscape plan would be required concurrently with the submittal of a complete building permit application.

k. Simultaneous with the submittal of a complete building permit application, the applicant shall submit an Erosion Control Plan and construction detail sheet that documents all erosion control measure implemented during the course of construction including, but not limited to, straw waddles, silt fence, temporary construction entrances, inlet protection, check dams, tree protection fencing, etc.

l. Heritage and street trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report by Aesculus Arboricultural Consulting, dated January 6, 2022.

m. If construction is not complete by the start of the wet season (October 1 through April 30), the Applicant shall implement a winterization program to minimize the potential for erosion and sedimentation.

n. Prior to building permit issuance, Applicant shall pay all applicable City fees. Refer to City of Menlo Park Master Fee Schedule.

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

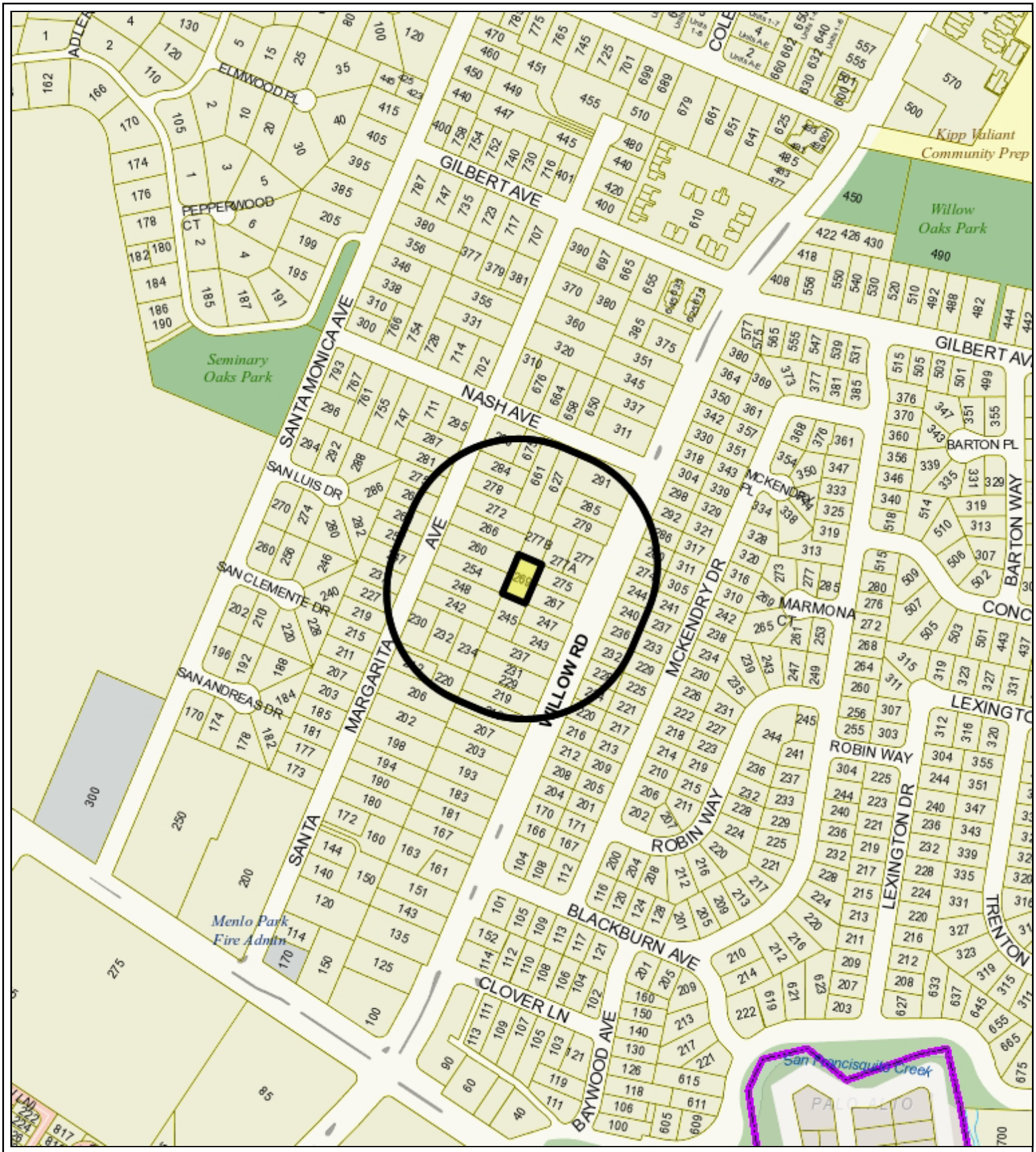
a. Prior to building permit issuance, the applicant shall pay the Traffic Impact Fee (TIF), subject to the review and approval by the Planning and Transportation Divisions. The estimated TIF is $16,516.73. The TIF escalates annually on July 1.

b. Simultaneous with the submittal of a complete building permit application, the applicant shall provide an updated arborist report evaluating the proposed tree locations, possible impacts to the existing trees and proposed tree protections, subject to review and approval by the City Arborist and the Planning Division.

LOCATION: 269 Willow Road	**PROJECT NUMBER:** PLN2021-00024	**APPLICANT:** Charlene Cheng	**OWNER:** MP Willow Capital LLC
PROPOSAL: Request for a use permit to construct a new two-story residence with an attached garage on a substandard lot with regard to minimum lot depth in the R-1-U (Single Family Urban Residential) district. The parcel is a vacant panhandle lot with access via an easement over 267 and 275 Willow Road, and 269 Willow Road is proposed as the new address for the subject parcel. The proposal also includes a request for a use permit to allow seven-foot tall fences within the front setback.			
DECISION ENTITY: Planning Commission	**DATE:** February 14, 2022	**ACTION:** TBD	
VOTE: TBD (Barnes, DeCardy, Doran, Kennedy, Riggs, Harris, Tate)			

ACTION:

c. Simultaneous with the submittal of a complete building permit application the applicant shall provide irrigation plans indicating no new irrigation would be installed near existing oak trees, to prevent summer irrigation that results in disease and root rot development, and no trenching for irrigation would occur within any heritage tree's tree protection zone subject to review and approval by the City Arborist and the Planning Division.



City of Menlo Park

Location Map
269 Willow Road

Scale: 1:4,000 | Drawn By: OP | Checked By: CDS | Date: 2/14/2022 | Sheet: 1

STAFF REPORT

Planning Commission
Meeting Date: **1/24/2022**
Staff Report Number: **22-006-PC**

Regular Business: **Use Permit/Charlene Cheng/269 Willow Road**

Recommendation

Staff recommends that the Planning Commission approve the request for a use permit to construct a new two-story residence with an attached garage on a substandard lot with regard to minimum lot depth in the R-1-U (Single Family Urban Residential) district. The parcel is a vacant panhandle lot, with access via an easement located over 267 and 275 Willow Road, and 269 Willow Road is proposed as the new address for the subject parcel. Recommended actions are included as Attachment A.

Policy Issues

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

Background

Site location

The subject property is located at 269 Willow Road in the Seminary Oaks neighborhood. The parcel is a vacant panhandle lot oriented parallel to Willow Road. Two adjacent parcels separate the subject site from Willow Road. An access easement over the right ten feet of the 267 Willow Road property and the left ten feet of the 275 Willow Road property combine to form the “handle” for the panhandle lot and provide access to the subject parcel. The subject parcel is proposed to have the address of 269 Willow Road. Using Willow Road in a north-south orientation, the project site is located near the western side of Willow Road between Nash Avenue to the north and Blackburn Avenue to the south. The adjacent parcels along the street are also located within the R-1-U (Single Family Urban Residential) zoning district and feature primarily single-family residences. The area represents a variety of architectural styles, including Mediterranean, traditional, and ranch style homes. A location map is included as Attachment B.

Analysis

Project description

The applicant is proposing to construct a new two-story, single-family residence on the vacant panhandle lot. A data table summarizing parcel and project characteristics is included as Attachment C. The project plans and project description letter are included as Attachments D and E, respectively.

The proposed residence would be a three-bedroom home with the master bedroom and two additional bedrooms on the second floor. The first floor would be dedicated to shared living space, including the kitchen, dining, and living rooms and an office. The required parking for the home would be provided by an attached, front-loading, one-car garage and an uncovered parking space to the left of the garage. Guest

parking would be provided near the uncovered parking space at the end of the driveway. The proposed residence would meet all Zoning Ordinance requirements for setbacks, lot coverage, floor area limit (FAL), daylight plane, parking, and height. Of particular note, the project would have the following characteristics with regard to the Zoning Ordinance:

- The proposed floor area would be near the maximum FAL with 2,917.1 square feet proposed where 2,967 square feet is the maximum.
- The proposed project would be constructed below the maximum lot coverage at 23.7 percent where 35 percent is the maximum.
- The proposed residence would be constructed near the maximum height, at 27.9 feet proposed where 28 feet is the maximum.

The proposed residence would have a front setback of 24.6 feet, and a rear setback of 20, where 20 feet is required in either case. The required interior side setback in the R-1-U district is 10 percent of the minimum lot width, with a minimum of five feet and a maximum of ten feet. The flag lot orientation is such that the lot line met by the access, or "panhandle" is considered the front lot line. The panhandle reaches the lot at the center. The width, as measured as the distance between the two sides, is 109.8 feet. Therefore the side setbacks are ten feet on either side. The residence is proposed to be located at the minimum right side setbacks and 20.9 feet from the left side. The proposed second story would be directly above the first story at the front and rear, and stepped in from the first floor on both sides of the residence.

Design and materials

The applicant states that the proposed residence would be constructed in a colonial revival design. The exterior materials would be hardi board horizontal siding. The roof would feature presidential shingle roofing material. The windows would be simulated true divided lite style fiberglass windows with vinyl shutters at the first and second floor at the front, and second floor at the rear. A large fixed window would be set between two fiberglass casement windows without grids at the center of the rear elevation. The rear elevation would also feature sliding glass doors at the first floor.

There are six second-story windows proposed at the rear and five at the front, along with three dormers with windows. All second-story windows would have a minimum sill height of three feet. No second-story windows are proposed at the sides. Staff believes the proposal not to have side-facing, second-story windows would help alleviate potential privacy concerns.

Staff believes that the design and materials of the proposed residence are compatible with the surrounding neighborhood. The colonial revival style would be generally attractive and add to the mix of architectural styles in the area.

Trees and landscaping

There are a total of 32 trees at and near the project site. Two heritage trees, tree #2, an apple tree in the southeast corner of the lot, and tree #6, a plum tree in the southwest quarter of the lot nearer to the center, and nine non-heritage trees, primarily at the center and rear of the lot, are proposed for removal due to conflict with the proposed residence and driveway. The remaining heritage trees would be protected according to the heritage tree ordinance and the applicant's arborist report (Attachment F). One coast live oak tree and one hybrid laurel tree are proposed as heritage tree replacements. Four additional hybrid laurel trees are proposed as screening trees. The coast live oak tree is proposed in the rear yard. The hybrid laurel replacement tree would be located at the east side of the lot. Two hybrid laurel trees would be planted in the southeast corner near where the apple tree would be removed, one would be planted near the center of the southern side of the lot and one would be planted toward the northeast corner of the lot.

The trees are shown on the site plan and landscape plan within the proposed plan set (Attachment D). The proposed tree removals and tree protections were evaluated by the City Arborist, as well as the proposed replacement trees and their locations to confirm compliance with relevant standards. The City Arborist waived the notice and appeal period for the heritage tree removals based on the condition of the trees as part of the review of the heritage tree removal permits as the poor health of the trees is sufficient to warrant their removal. Protection of the trees in accordance with the arborist report and the Heritage Tree Ordinance would be ensured through standard condition of approval 3(k).

Correspondence

The applicant indicates they reached out to surrounding properties and included correspondence with a neighbor at 247 Willow Road in their project description letter, Attachment E. The neighbor at 247 Willow Road expressed concerns including potential privacy impacts from second-story windows and the removal of the apple tree in the southeast corner of the lot, as well as general concerns about rodents on the vacant site and sewer line issues. The applicant indicates they will address the rodent concern during demolition and new sewer connections are proposed. Additional screening trees are now proposed in the southeast corner of the lot and the proposed second-floor sill heights for the windows were raised to three feet to address privacy concerns.

Conclusion

Staff believes the proposed home would be aesthetically compatible with others in the neighborhood and the design decision not to install windows on the side-facing elevations at the second floor would help to reduce potential privacy concerns. Staff recommends the Planning Commission approve the proposed project.

Impact on City Resources

The project sponsor is required to pay Planning, Building and Public Works permit fees, based on the City's Master Fee Schedule, to fully cover the cost of staff time spent on the review of the project. In addition, the proposed development would be subject to payment of the Transportation Impact Fee (TIF) as outlined in project-specific condition of approval 4.a.

Environmental Review

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

Public Notice

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

Appeal Period

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

Attachments

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

Disclaimer

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

Exhibits to Be Provided at Meeting

None

Report prepared by:
Ori Paz, Associate Planner

Report reviewed by:
Corinna Sandmeier, Acting Principal Planner

LOCATION: 269 Willow Road	**PROJECT NUMBER:** PLN2021-00024	**APPLICANT:** Charlene Cheng	**OWNER:** MP Willow Capital LLC
REQUEST: Request for a use permit to construct a new two-story residence with an attached garage on a substandard lot with regard to minimum lot depth in the R-1-U (Single Family Urban Residential) district. The parcel is a vacant panhandle lot, with access via an easement located over 267 and 275 Willow Road, and 269 Willow Road is proposed as the new address for the subject parcel.			
DECISION ENTITY: Planning Commission	**DATE:** January 24, 2022	**ACTION:** TBD	
VOTE: TBD **(**Barnes, DeCardy, Doran, Harris, Kennedy, Riggs, Tate)			

ACTION:

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following ***standard*** conditions:
    a. The applicant shall be required to apply for a building permit within one year from the date of approval (by January 24, 2023) for the use permit to remain in effect.
    b. Development of the project shall be substantially in conformance with the plans prepared by ZSD Architects, Inc. consisting of 12 plan sheets, dated received December 15, 2021, and approved by the Planning Commission on January 24, 2021, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.
    c. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
    d. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
    e. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
    f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
    g. All applicable public right-of-way improvements, including frontage improvements and the dedication of easements and public right-of-way, shall be completed to the satisfaction of the Engineering Division prior to building permit final inspection.
    h. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering

LOCATION: 269 Willow Road	**PROJECT NUMBER:** PLN2021-00024	**APPLICANT:** Charlene Cheng	**OWNER:** MP Willow Capital LLC
REQUEST: Request for a use permit to construct a new two-story residence with an attached garage on a substandard lot with regard to minimum lot depth in the R-1-U (Single Family Urban Residential) district. The parcel is a vacant panhandle lot, with access via an easement located over 267 and 275 Willow Road, and 269 Willow Road is proposed as the new address for the subject parcel.			
DECISION ENTITY: Planning Commission	**DATE:** January 24, 2022	**ACTION:** TBD	
VOTE: TBD **(**Barnes, DeCardy, Doran, Harris, Kennedy, Riggs, Tate)			

ACTION:

Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.

i. Post-construction runoff into the storm drain shall not exceed pre- construction runoff levels. The applicant's design professional shall evaluate the Project's impact to the City's storm drainage system and shall substantiate their conclusions with drainage calculations to the satisfaction of the City Engineer prior to building permit issuance.

j. Simultaneous with the submittal of a complete building permit application, the applicant shall provide documentation indicating the amount of irrigated landscaping. If the project proposes more than 500 square feet of irrigated landscaping, it is subject to the City's Water Efficient Landscaping Ordinance (Municipal Code Chapter 12.44). Submittal of a detailed landscape plan would be required concurrently with the submittal of a complete building permit application.

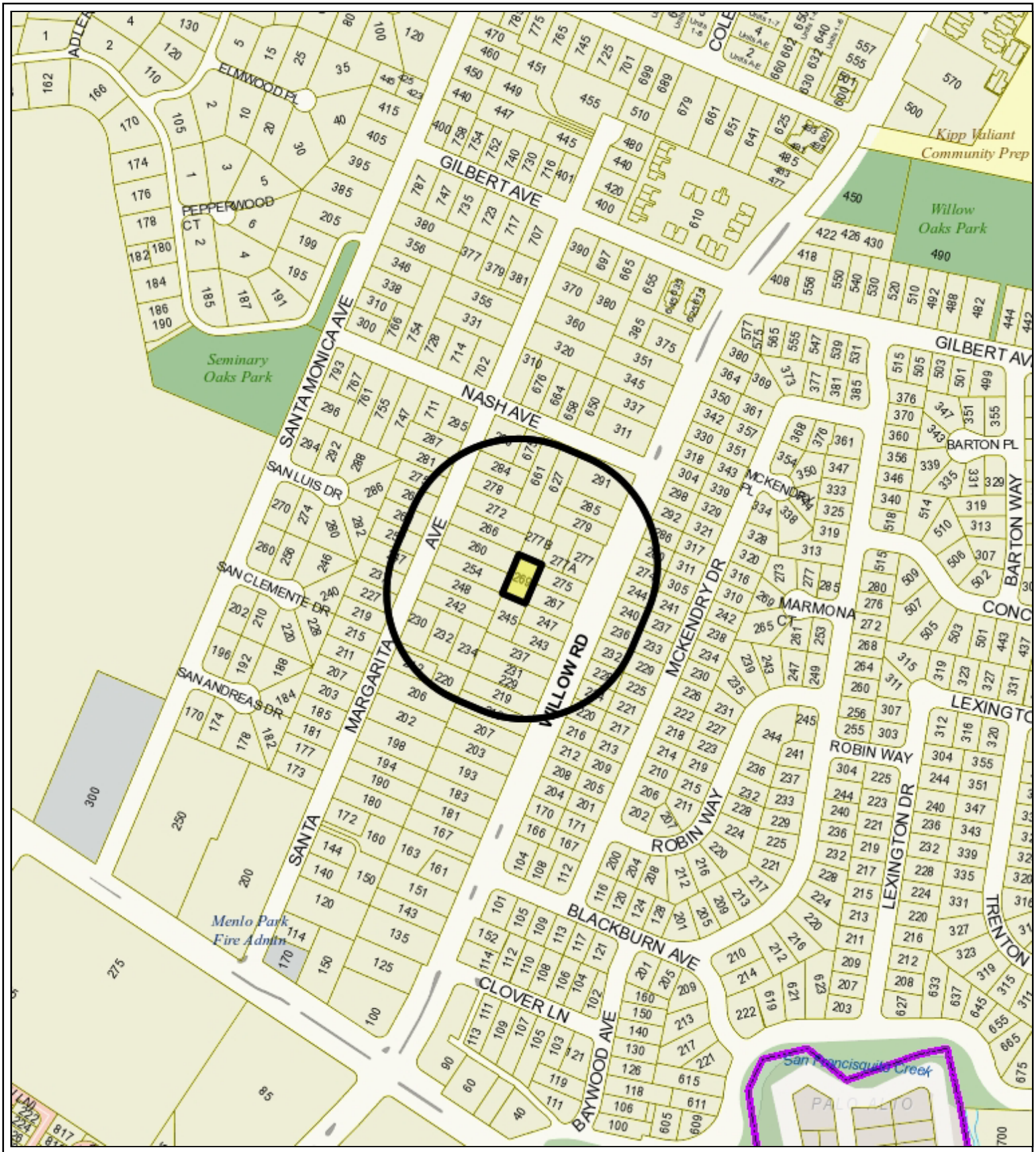
k. Heritage and street trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report by Aesculus Arboricultural Consulting, dated January 6, 2022.

l. If construction is not complete by the start of the wet season (October 1 through April 30), the Applicant shall implement a winterization program to minimize the potential for erosion and sedimentation.

m. Prior to building permit issuance, Applicant shall pay all applicable City fees. Refer to City of Menlo Park Master Fee Schedule.

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

a. Prior to building permit issuance the applicant shall pay the Traffic Impact Fee (TIF), subject to the review and approval by the Planning and Transportation Divisions. The estimated TIF is $ $16,516.73. The TIF escalates annually on July 1.



City of Menlo Park

Location Map
269 Willow Road

Scale: 1:4,000 | Drawn By: OP | Checked By: CDS | Date: 1/24/2022 | Sheet: 1

	PROPOSED PROJECT	EXISTING DEVELOPMENT*	ZONING ORDINANCE
Lot area	7,668.0 sf	7,668.0 sf	7,000 sf min.
Lot width	109.8 ft.	109.8 ft.	65 ft. min.
Lot depth	69.9 ft.	69.9 ft.	100 ft. min.
Setbacks			
Front	24.6 ft.	- ft.	20 ft. min.
Rear	20.0 ft.	- ft.	20 ft. min.
Side (left)	20.9 ft.	- ft.	10 ft. min.
Side (right)	10.0 ft.	- ft.	10 ft. min.
Building coverage	1,819.2 sf 23.7 %	- sf %	2,683.8 sf max. 35 % max.
FAL (Floor Area Limit)	2,917.1 sf	- sf	2,967.0 sf max.
Square footage by floor	1,555.0 sf/1st floor 1,134.6 sf/2nd floor 227.5 sf/garage 30.0 sf/porches 6.7 sf/fireplace	- sf/1st floor sf/garage	
Square footage of buildings	2,953.8 sf	- sf	
Building height	27.9 ft.	- ft.	28 ft. max.
Parking	1 covered/ 1 uncovered	-	1 covered/1 uncovered
	Note: Areas shown highlighted indicate a nonconforming or substandard situation.		

Trees	Heritage trees**:	11	Non-Heritage trees**:	21	New Trees: 7
	Heritage trees proposed for removal:	2	Non-Heritage trees proposed for removal:	9	Total Number of Trees**: 28

*The subject site is a vacant lot
**Includes trees on an adjacent lots

269 WILLOW ROAD RESIDENCE, MENLO PARK, CA 94025

PROPOSED RESIDENCE

PROJECT DESCRIPTIONS

THIS PROJECT IS BUILD A NEW TWO STORY HOUSE ON A VACANT LOT.

CODE INFORMATION

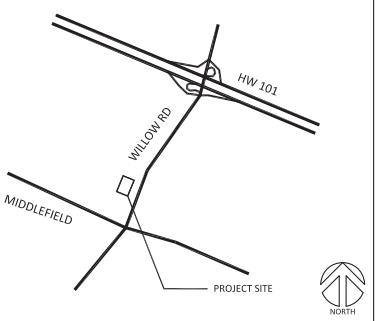
2019 CALIFORNIA BUILDING CODE (C.B.C.) STRUCTURAL ONLY
2019 CALIFORNIA RESIDENTIAL CODE
2019 CALIFORNIA MECHANICAL CODE
2019 CALIFORNIA PLUMBING CODE
2019 CALIFORNIA ELECTRIC CODE
2019 CALIFORNIA ENERGY CODE
(2019BUILDING ENERGY EFFICIENCY STANDARDS)
2019 CALIFORNIA GREEN BUILDING STANDARDS CODE

CITY OF MENLO PARK ORDINANCES

NOTES

1. THE PARCEL IS LOCATED WITHIN SPECIAL FLOOD HAZARD AREA ZONE AE AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP (FIRM) COMMUNITY PANEL NO. 06081C0308E, EFFECTIVE DATE 10/16/12.
   - BASE FLOOD ELEVATION = 48.2
   - DESIGN FLOOD ELEVATION = 49.5
2. THE PROJECT WILL BE DESIGNED TO COMPLY WITH THE CITY'S FLOOD DAMAGE PREVENTION ORDINANCE, CHAPTER 12, SECTION 42
3. ANY FRONTAGE IMPROVEMENTS OR INGRESS/EGRESS EASEMENT AREAS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACE. ALL FRONTAGE IMPROVEMENT WORK SHALL BE IN ACCORDANCE WITH THE LATEST VERSION OF THE CITY STANDARD DETAILS.
4. AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES, INCLUDING UTILITY LATERALS, IN THE PUBLIC RIGHT OF WAY.

VICINITY MAP



DRAWING INDEX

ARCHITECTURAL

PROJECT DATA

OWNER:	CHARLANE CHENG
ADDRESS:	PO BOX 62, CUPERTINO, CA
APN:	062-272-760
OCCUPANCY:	R-3 / U
CONSTRUCTION TYPE:	VB
ZONING:	R1-U
NUMBER OF STORIES:	2

ZONING COMPLIANCE

		EXISTING	PROPOSED	ALLOWED / REQUIRED
LOT SIZE		7,668 +/- S.F.	7,668 +/- S.F.	
FLOOR AREA (FAL)		0	2,917.1 S.F.	2,967 S.F.
2ND FLOOR AREA (FAL)		0	1,134.6 S.F.	1,483.5 S.F.
BUILDING COVERAGE		0	1,819.2 / 7,668 = 23.7 %	35 %
SETBACK				
FRONT	1ST STORY	NA	24'-10" +/-	20 FEET
	2ND STORY		24'-10" +/-	20 FEET
REAR	1ST STORY	NA	20'-0"	20 FEET
	2ND STORY		20'-0"	20 FEET
RIGHT SIDE	1ST STORY	NA	10'-0"	10 FEET
	2ND STORY		25'-0"	10 FEET
LEFT SIDE	1ST STORY	NA	20'-11"	10 FEET
	2ND STORY		36'-10"	10 FEET
HEIGHT		NA	27'-10"	28 FEET

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LICENSED ARCHITECT No.C29486 STATE OF CALIFORNIA

henryhzeng@yahoo.com

269 WILLOW ROAD
RESIDENCE

CHARLENE CHENG
PO BOX 62, CUPERTINO
CALIFORNIA, 95015
408.772.9476 cel

Rev.	Date	Issue
	11.28.21	PLANNING RESUBMITTAL
	10.28.21	PLANNING SUBMITTAL
	04.18.21	PLANNING SUBMITTAL

Project No: 2021–06
Date: 08–02–2021
Scale: N.T.S

TITLE SHEET

T.0

EXISTING TREES TO REMAIN

TREE #	COMMON NAME	DBH (in.)	VITALITY (0: DEAD, 3:HEALTHY)	HERITAGE TREE	OFF-SITE
3	COAST REDWOOD	16.0	2	YES	YES
7	EUROPEAN PEAR	16.0	2	YES	NO
8	CHERRY	8.3	1	NO	NO
9	COAST LIVE OAK	2.1	3	NO	NO
14	PITTOSPORUM	13.0	1	NO	YES
15	COAST LIVE OAK	8.0	3	NO	YES
16	COAST LIVE OAK	10.0	3	NO	YES
19	OLIVE	11.3	1	NO	YES
20	COAST LIVE OAK	35.4	3	YES	NO
21	RED HORSECHESTNUT	13.0	2	NO	YES
22	PRIVET	4.0	1	NO	YES
23	BAY LAUREL	15.0	2	YES	NO
24	COAST LIVE OAK	24.0	2	YES	YES
25	BAY LAUREL	13.0	1	NO	YES
26	LOQUAT	16.0	1	YES	YES
27	LOQUAT	13.0	1	NO	YES
28	LOQUAT	12.0	2	NO	YES
29	COAST LIVE OAK	6.0	1	NO	YES
30	RED HORSECHESTNUT	22.0	2	YES	YES
31	LONDON PLANE	26.5	2	YES	YES
32	LIQUIDAMBAR	37.0	2	YES	YES

EXISTING TREES TO BE REMOVED

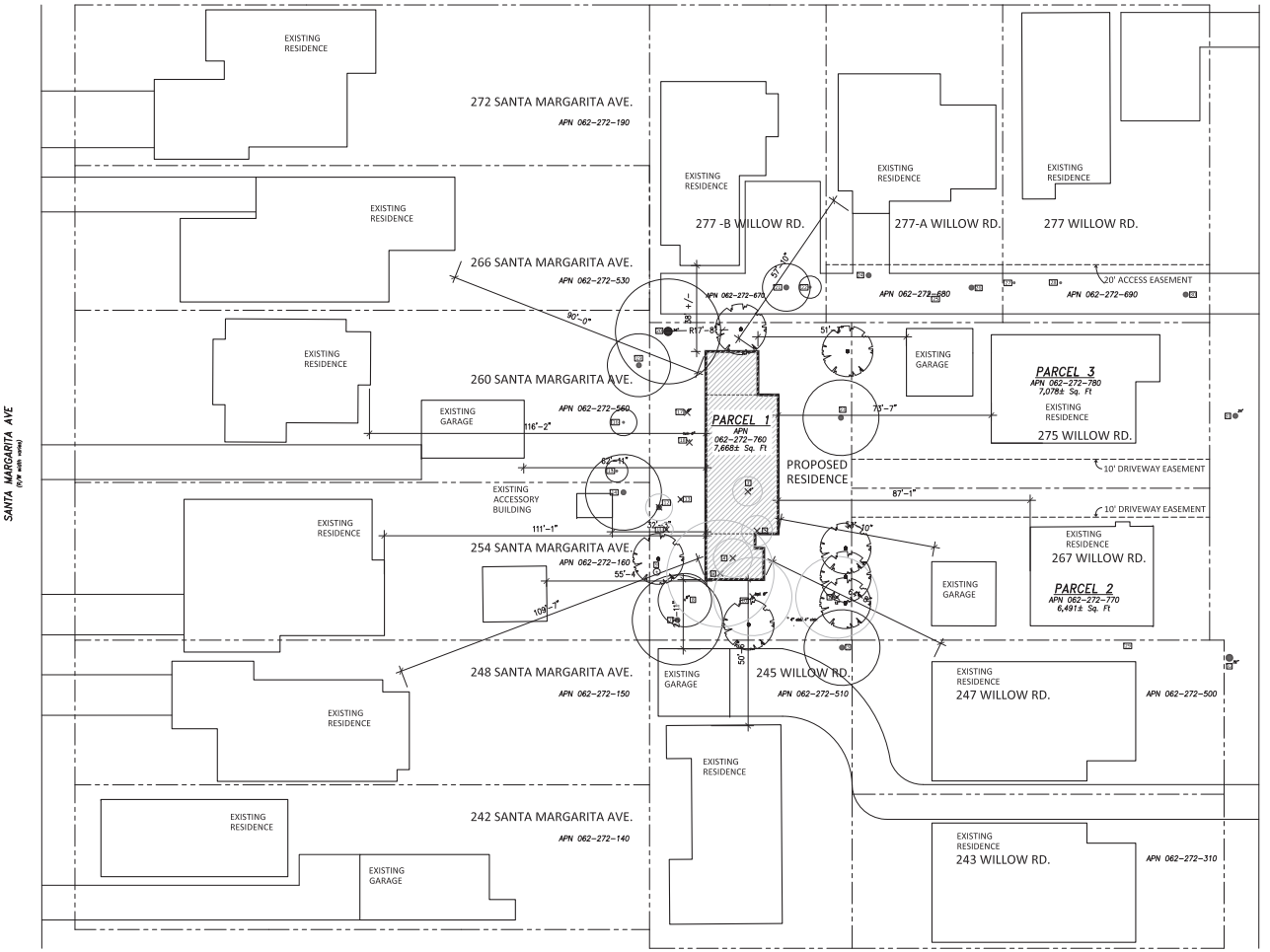
TREE #	COMMON NAME	DBH (in.)	VITALITY (0: DEAD, 3:HEALTHY)	HERITAGE TREE	OFF-SITE
1	MANDARIN	4.0	1	NO	NO
2	APPLE	15.4	1	YES	NO
4	PEACH	4.8	1	NO	NO
5	CITRUS	4.5	1	NO	NO
6	PLUM	18.1	2	YES	NO
10	PLUM	13.8	2	NO	NO
11	CHERRY	1.8	2	NO	NO
12	MANDARIN	3.7	2	NO	NO
13	EUROPEAN PEAR	4.4	0	NO	NO
17	UNKNOWN	4.2	0	NO	NO
18	COMMON FIG	7.4	0	NO	NO

LEGEND:

NEW RESIDENCE

NEW TWO-STORY RESIDENCE

EXISTING RESIDENCE



0' 8' 16' 32'

AREA PLAN :
269 WILLOW ROAD

1"=20'-0"

STREETSCAPE 269 WILLOW ROAD

1/8"=1'-0"

0' 4' 8' 16'

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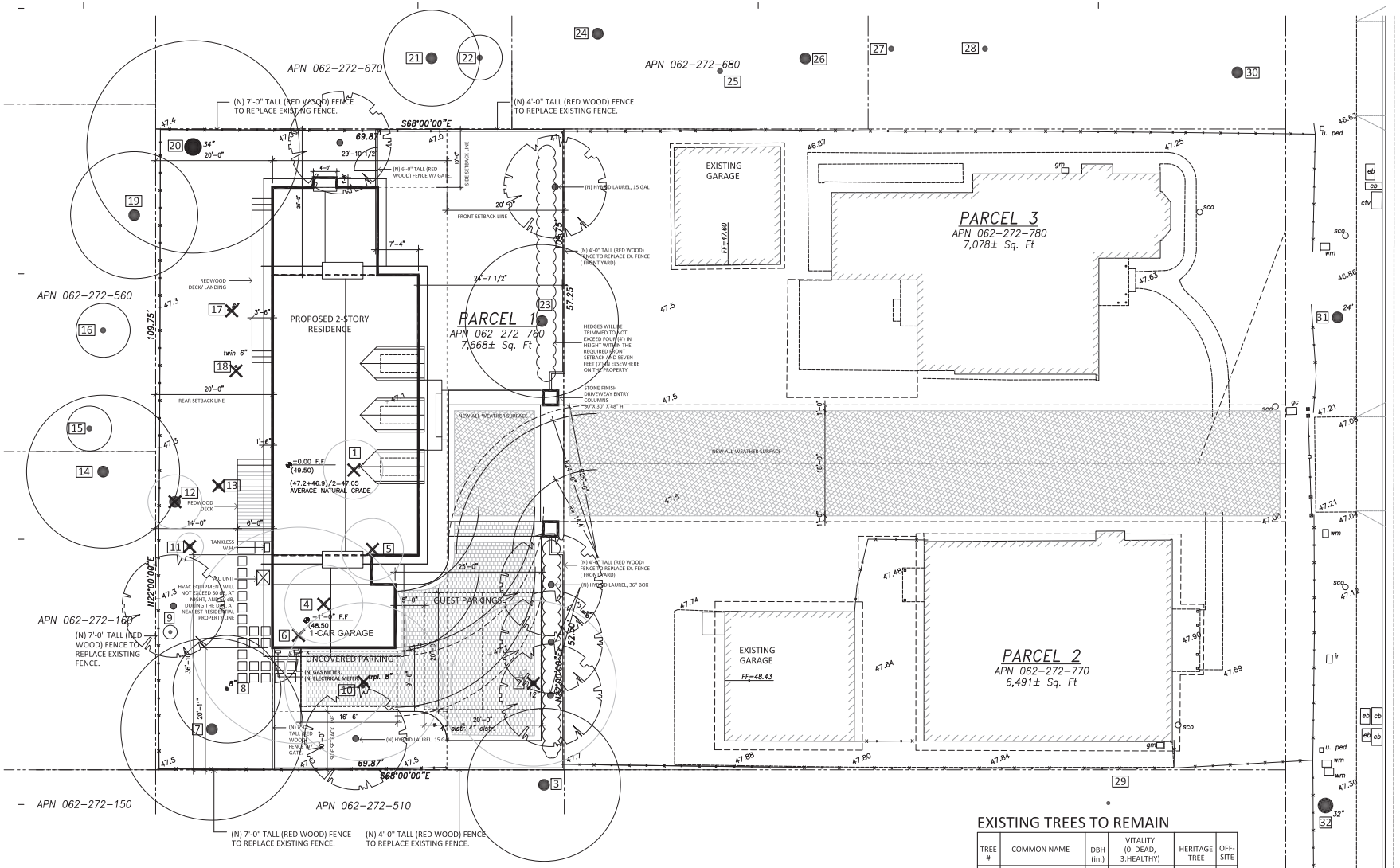
Project No: 2021-06
Date: 08-02-2021
Scale: AS NOTED

AREA PLAN AND STREETSCAPE

A1.0



LEGEND:

- NEW FIRST FLOOR / GARAGE AREA
- NEW 2ND FLOOR
- EXISTING RESIDENCE
- NEW DRIVEWAY

0' 4' 8' 16'

ENLARGED SITE PLAN

1/8"=1'-0"

EXISTING TREES TO BE REMOVED

TREE #	COMMON NAME	DBH (in.)	VITALITY (0: DEAD, 3:HEALTHY)	HERITAGE TREE	OFF-SITE
1	MANDARIN	4.0	1	NO	NO
2	APPLE	15.4	1	YES	NO
4	PEACH	4.8	1	NO	NO
5	CITRUS	4.5	1	NO	NO
6	PLUM	18.1	2	YES	NO
10	PLUM	13.8	2	NO	NO
11	CHERRY	1.8	2	NO	NO
12	MANDARIN	3.7	2	NO	NO
13	EUROPEAN PEAR	4.4	0	NO	NO
17	UNKNOWN	4.2	0	NO	NO
18	COMMON FIG	7.4	0	NO	NO

EXISTING TREES TO REMAIN

TREE #	COMMON NAME	DBH (in.)	VITALITY (0: DEAD, 3:HEALTHY)	HERITAGE TREE	OFF-SITE
3	COAST REDWOOD	16.0	2	YES	YES
7	EUROPEAN PEAR	16.0	2	YES	NO
8	CHERRY	8.3	1	NO	NO
9	COAST LIVE OAK	2.1	3	NO	NO
14	PITTOSPORUM	13.0	1	NO	YES
15	COAST LIVE OAK	8.0	3	NO	YES
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20	COAST LIVE OAK	35.4	3	YES	NO
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22	PRIVET	4.0	1	NO	YES
23	BAY LAUREL	15.0	2	YES	NO
24	COAST LIVE OAK	24.0	2	YES	YES
25	BAY LAUREL	13.0	1	NO	YES
26	LOQUAT	16.0	1	YES	YES
27	LOQUAT	13.0	1	NO	YES
28	LOQUAT	12.0	2	NO	YES
29	COAST LIVE OAK	6.0	1	NO	YES
30	RED HORSECHESTNUT	22.0	2	YES	YES
31	LONDON PLANE	26.5	2	YES	YES
32	LIQUIDAMBAR	37.0	2	YES	YES

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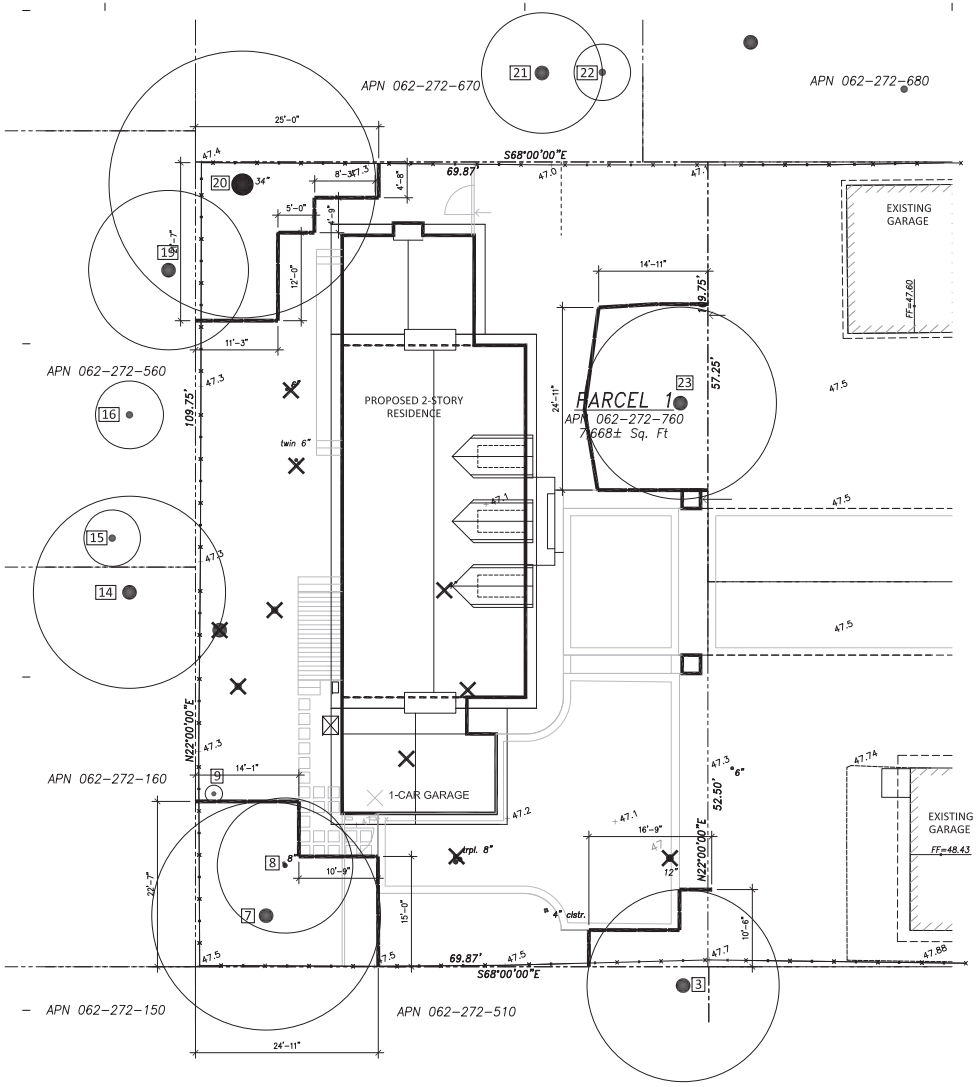
12.15.21 PLANNING RESUBMITTAL
10.28.21 PLANNING SUBMITTAL
04.18.21 PLANNING SUBMITTAL

Rev. Date Issue

Project No: 2021-06
Date: 08-02-2021
Scale: 1/8"=1'-0"

SITE PLAN

A1.1



LEGEND:

- NEW FIRST FLOOR / GARAGE AREA
- NEW 2ND FLOOR
- EXISTING RESIDENCE
- TREE PROTECTION FENCE

0' 4' 8' 16'

ENLARGED SITE PLAN

1/8"=1'-0"

TREE PROTECTION NOTES

Design Phase

1. When placing sewer and other underground utilities, either:
a. Place them as far away from tree trunks as practical (preferably outside TPZs), or
b. Specify installation via directional boring at a depth of at least 3 feet.

2. Explore design options to minimize impacts to heritage trees #3, 7, 20, and 23.

Preconstruction Phase

1. Remove trees #1, 2, 4-6, 10-13, 17, 18 (only #2 and 6 are heritage trees).

2. Install tree protection fencing, approximately as shown in the Tree Map, below.
a. Distances from trunk centers are given on the Tree Map.
b. Fencing for some trees may need to be slightly closer to the trunk to allow for access to the proposed house.
i. If fencing will need to be moved more than 2 feet closer to the tree than specified, contact the project arborist for guidance.
c. Please be aware that tree protection zones may differ from canopy sizes.
d. Tree protection fencing shall comprise 6' chain link fabric mounted on 1.5" diameter metal posts driven into the ground. (continued on next page)
e. Place a 6" layer of wood chips inside tree protection fencing.
f. Tree protection fencing shall adhere to the requirements in the document titled "Tree Protection Specifications," available at

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

Construction Phase

1. Maintain tree protection measures as specified above.

2. Excavation for portions of proposed house and pavement within TPZs shall be performed as follows:
a. Hand-excavate nearest edge within tree protection zone to the full depth of the feature being installed or to a depth of three feet, whichever is shallower.
b. If roots over 1" must be severed, do so with a sharp saw or bypass pruners as close to the edge of excavation as possible.
c. Notify project arborist when excavation is complete. Project arborist shall inspect work to make sure all roots have been cut cleanly.
d. If excavation will be left open for more than 3 days:
i. Cover excavation wall nearest tree with several layers of burlap or other absorbent fabric
ii. Install a timer and soaker hoses to irrigate with potable water twice per day, enough to wet fabric thoroughly.

Post-Construction Phase

1. Install two new 15-gallon trees as replacements for heritage trees #2 and 6.
a. The DBHs of these trees are 15.4 and 18.1, respectively. According to the Heritage Tree Ordinance Administrative Guidelines, a heritage tree 15-20" in DBH must be replaced with a 15-gallon container.

2. Provide supplemental irrigation for trees #4 and 5 for at least 3 years to aid in root regrowth. Note that tree #5 should only be irrigated during the normal wet season (October-May), and only if rainfall is below average.

TREE PROTECTION SPECIFICATIONS

1. A 6" layer of coarse mulch or woodchips is to be placed beneath the dripline of the protected trees. Mulch is to be kept 12" from the trunk.
2. A protective barrier of 6' chain link fencing shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if authorized by the Project Arborist or City Arborist but not closer than 2' from the trunk of any tree. Fence posts shall be 1.5" in diameter and are to be driven 2' into the ground. The distance between posts shall not be more than 10'. This enclosed area is the Tree Protection Zone (TPZ).
3. Movable barriers of chain link fencing secured to cement blocks can be substituted for "fixed" fencing if the Project Arborist and City Arborist agree that the fencing will have to be moved to accommodate certain phases of construction. The builder may not move the fence without authorization form the Project Arborist or City Arborist.
4. Where the City Arborist or Project Arborist has determined that tree protection fencing will interfere with the safety of work crews, Tree Wrap may be used as an alternative form of tree protection. Wooden slats at least one inch thick are to be bound securely, edge to edge, around the trunk. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the outside of the wooden slats. Major scaffold limbs may require protection as determined by the City Arborist or Project Arborist. Straw waddle may also be used as a trunk wrap by coiling the waddle around the trunk up to a minimum height of six feet from grade. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the straw waddle.
5. Avoid the following conditions.
DO NOT:
a. Allow run off of spillage of damaging materials into the area below any tree canopy.
b. Store materials, stockpile soil, or park or drive vehicles within the TPZ.
c. Cut, break, skin, or bruise roots, branches, or trunks without first obtaining authorization from the City Arborist.
d. Allow fires under and adjacent to trees.
e. Discharge exhaust into foliage.
f. Secure cable, chain, or rope to trees or shrubs.
g. Trench, dig, or otherwise excavate within the dripline or TPZ of the tree(s) without first obtaining authorization from the City Arborist.
h. Apply soil sterilants under pavement near existing trees.
6. Only excavation by hand or compressed air shall be allowed within the dripline of trees. Machine trenching shall not be allowed.
7. Avoid injury to tree roots. When a ditching machine, which is being used outside of the dripline of trees, encounters roots smaller than 2", the wall of the trench adjacent to the trees shall be hand trimmed, making clear, clean cuts through the roots. All damaged, torn and cut roots shall be given a clean cut to remove ragged edges, which promote decay. Trenches shall be filled within 24 hours, but where this is not possible, the side of the trench adjacent to the trees shall be kept shaded with four layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet. Roots 2" or larger, when encountered, shall be reported immediately to the Project Arborist, who will decide whether the Contractor may cut the root as mentioned above or shall excavate by hand or with compressed air under the root. Root is to be protected with dampened burlap.
8. Route pipes outside of the area that is 10 times the diameter of a protected tree to avoid conflict with roots.
9. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the dripline of the tree. The boring shall take place not less than 3' below the surface of the soil in order to avoid encountering "feeder" roots.
10. Trees that have been identified in the arborist's report as being in poor health and/or posing a health or safety risk, may be removed or pruned by more than one-third, subject to approval of the required permit by the Planning Division. Pruning of existing limbs and roots shall only occur under the direction of a Certified Arborist.
11. Any damage due to construction activities shall be reported to the Project Arborist or City Arborist within six hours so that remedial action can be taken.
12. An ISA Certified Arborist or ASCA Registered Consulting Arborist shall be retained as the Project Arborist to monitor the tree protection specifications. The Project Arborist shall be responsible for the preservation of the designated trees. Should the builder fail to follow the tree protection specifications, it shall be the responsibility of the Project Arborist to report the matter to the City Arborist as an issue of non-compliance.
13. Violation of any of the above provisions may result in sanctions or other disciplinary action.
MONTHLY INSPECTIONS
It is required that the site arborist provide periodic inspections during construction. Four-week intervals would be sufficient to access and monitor the effectiveness of the Tree Protection Plan and to provide recommendations for any additional care or treatment.

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269 WILLOW ROAD
RESIDENCE

CHARLENE CHENG
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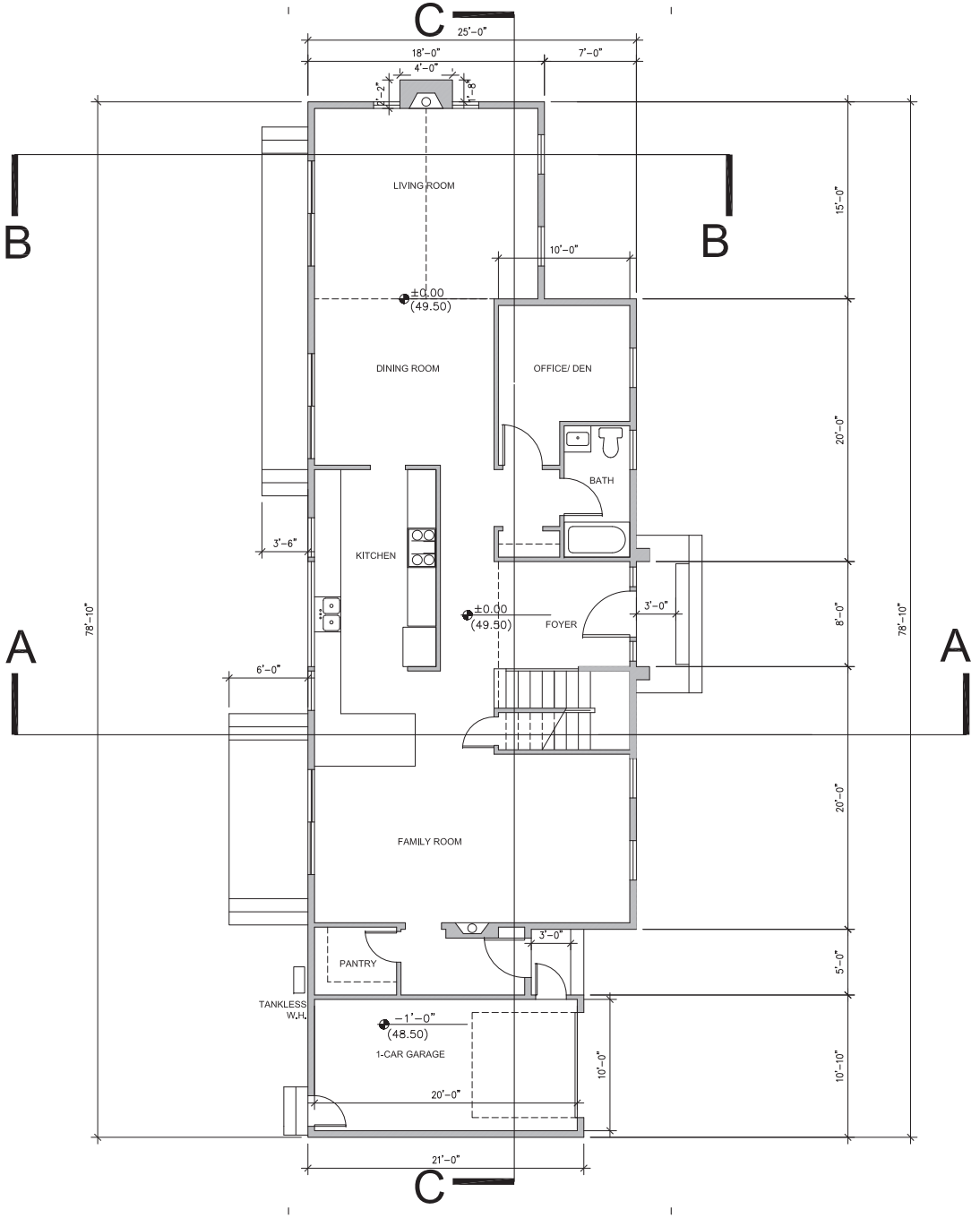
Rev.	Date	Issue
	11.28.21	PLANNING RESUBMITTAL
	10.28.21	PLANNING SUBMITTAL
	04.18.21	PLANNING SUBMITTAL

Project No: 2021-06
Date: 08-02-2021
Scale: 1/8"=1'-0"

TREE PROTECTION PLAN

A1.2



0' 4' 8' 16'

1ST FLOOR PLAN

1/4"=1'-0"

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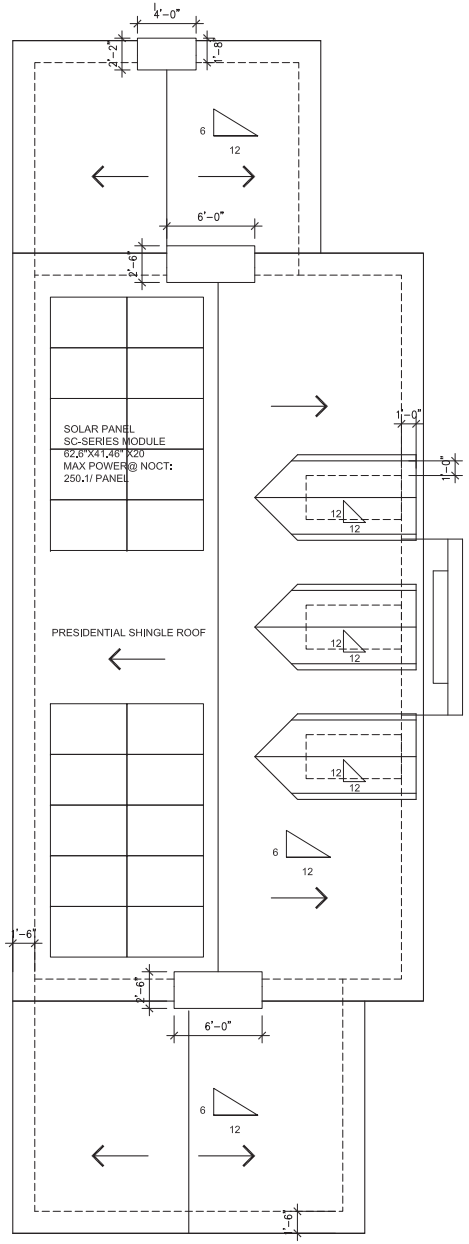
	04.16.21	PLANNING SUBMITTAL

Project No: 2021-06
Date: 08-02-2021
Scale: 1/4"=1'-0"

1ST FLOOR PLAN

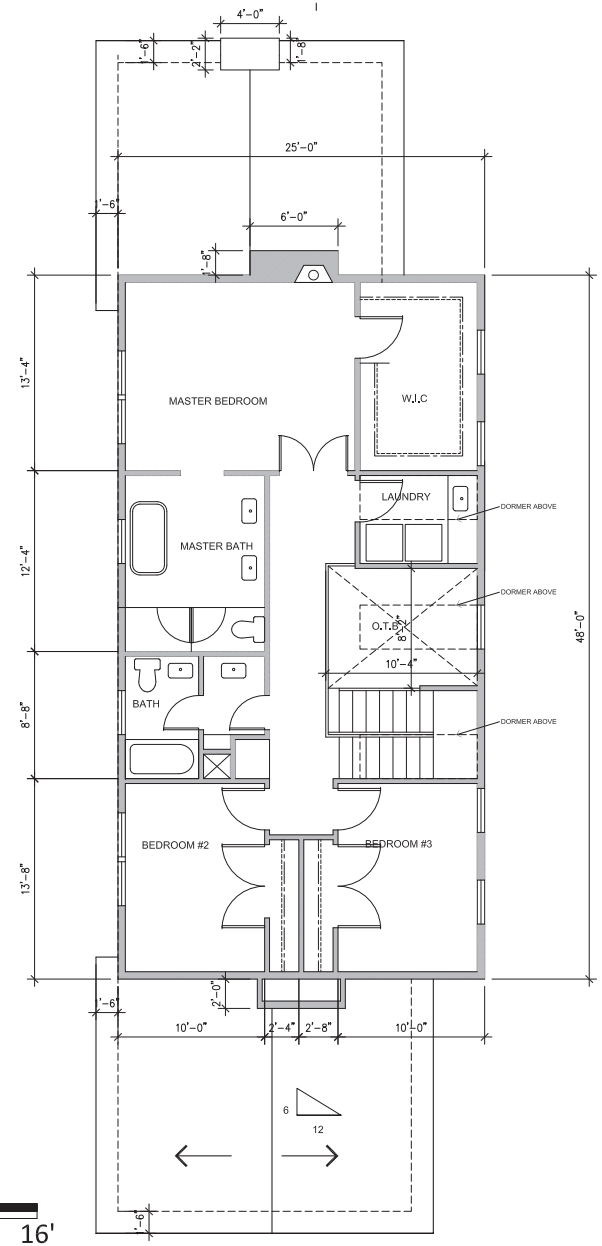
A2.1



0' 4' 8' 16'

ROOF PLAN

1/4"=1'-0"



0' 4' 8' 16'

2ND FLOOR PLAN

1/4"=1'-0"

Z S D ARCHITECTS,INC
ARCHITECTURE . PLANNING . ILLUSTRATION

353 Costello Dr.
Los Altos CA94024
tel. 408.348.6885
cel. 408.464.5631

henryhzeng@yahoo.com

269 WILLOW ROAD
RESIDENCE

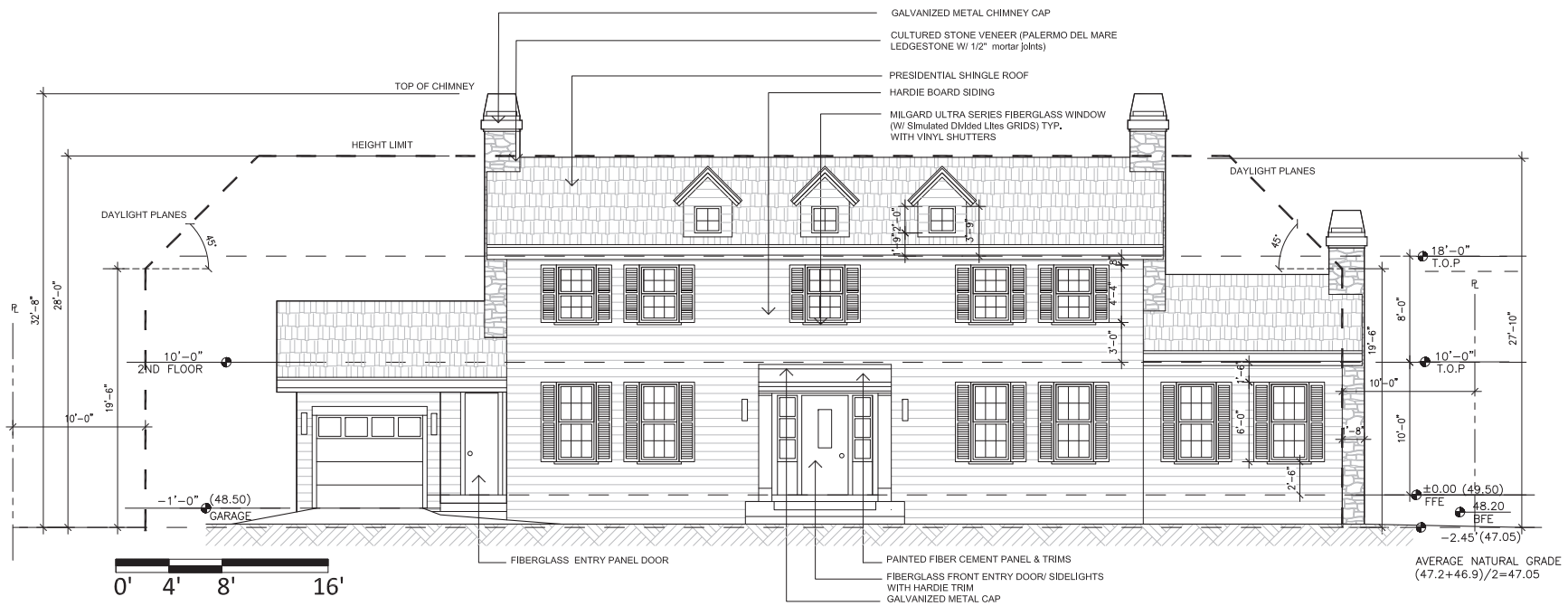
CHARLENE CHENG
PO BOX 62, CUPERTINO
CALIFORNIA, 95015
408.772.9476 cel

Rev.	Date	Issue
	11.28.21	PLANNING RESUBMITTAL
	10.28.21	PLANNING SUBMITTAL
	04.16.21	PLANNING SUBMITTAL

Project No: 2021-06
Date: 08-02-2021
Scale: 1/4"=1'-0"

2ND FLOOR PLAN & ROOF

A2.2



FRONT(EAST) ELEVATION

1/4"=1'-0"

PRESIDENTIAL SHINGLE ROOF

HARDIE BOARD SIDING

GARAGE DOOR

FRONT ENTRY DOOR/ SIDELIGHTS WITH HARDIE TRIM

MILGARD FIBGLASS WINDOW WITH VINYL SHUTTERS

GALVANIZED METAL CHIMNEY CAP

CULTURED STONE VENEER (PALERMO DEL MARE LEDGESTONE W/ 1/2" mortar joints)

LIGHTING FIXTURE

MATERIAL SAMPLE IMAGES

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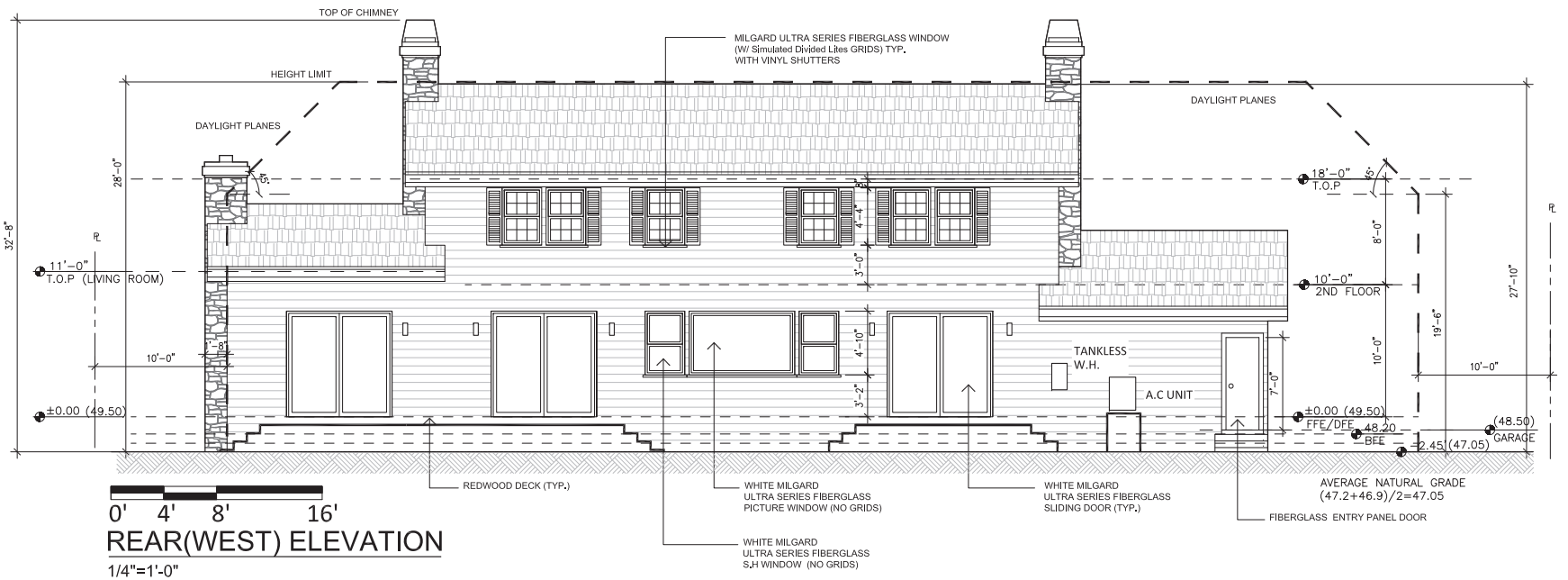
Project No: 2021-06
Date: 08-02-2021
Scale: 1/4"=1'-0"

FRONT ELEVATION & MATERIAL SAMPLE IMAGES

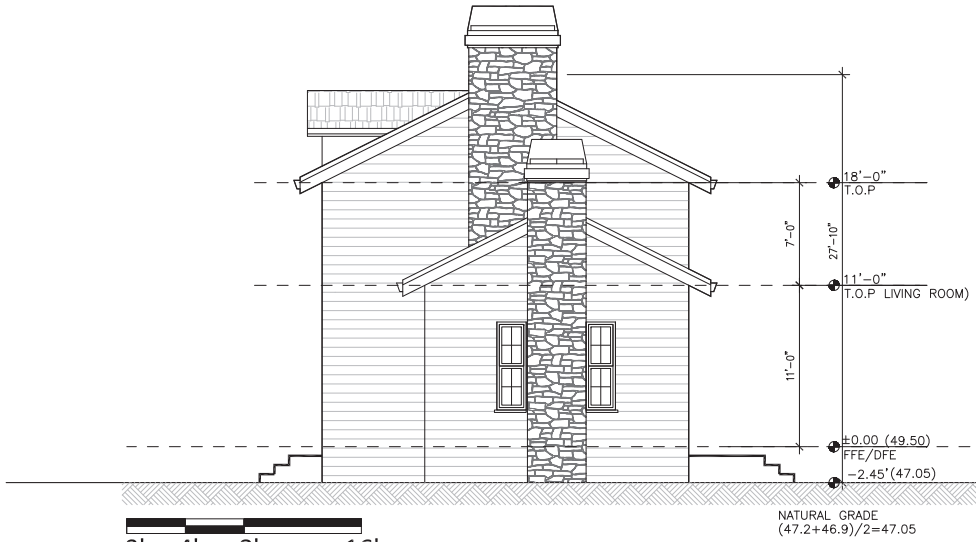
A3.1



0' 4' 8' 16'

REAR(WEST) ELEVATION

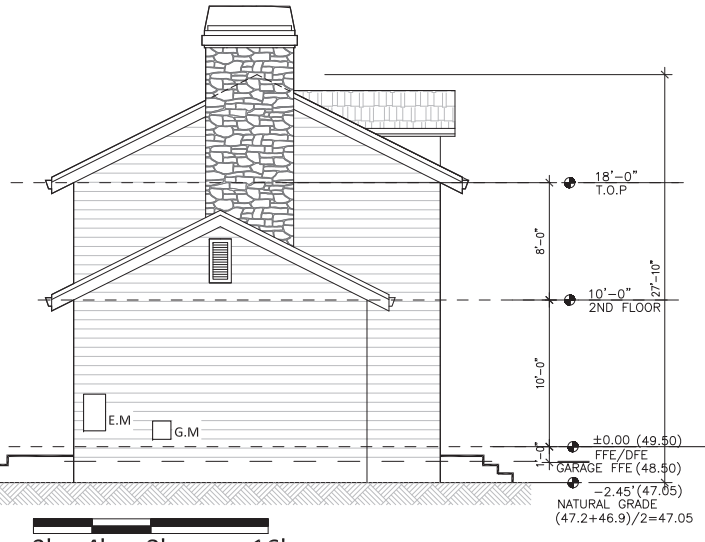
1/4"=1'-0"



0' 4' 8' 16'

RIGHT(NORTH) SIDE ELEVATION

1/4"=1'-0"



0' 4' 8' 16'

LEFT(SOUTH) SIDE ELEVATION

1/4"=1'-0"

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269 WILLOW ROAD
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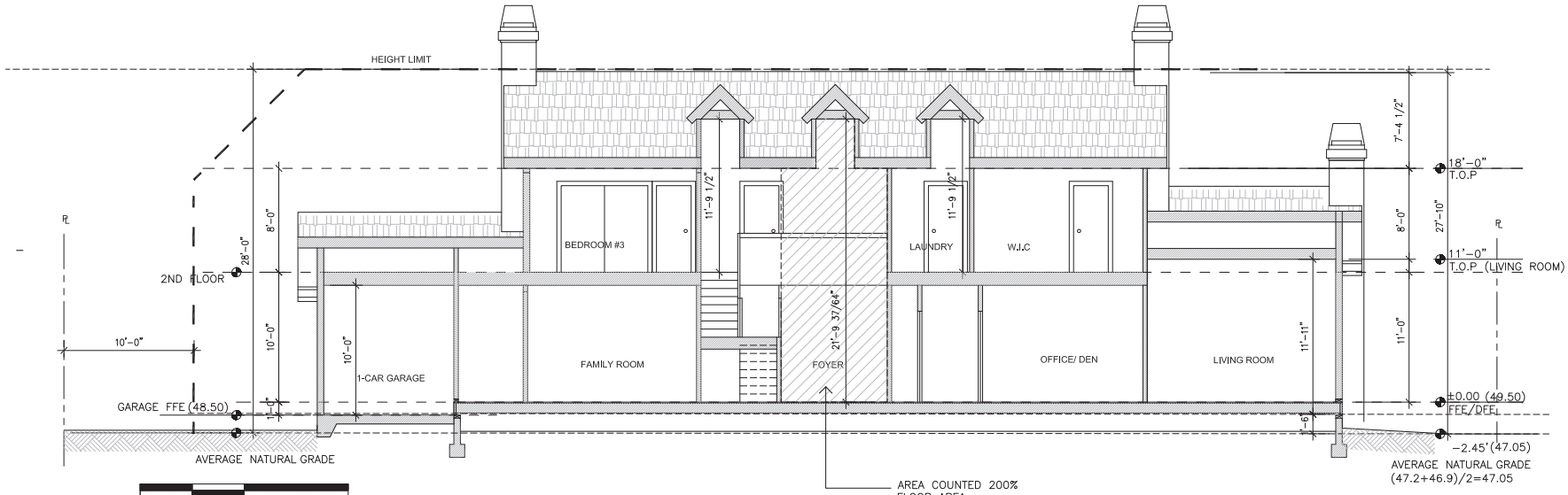
Rev.	Date	Issue
	12.15.21	PLANNING RESUBMITTAL
	10.28.21	PLANNING SUBMITTAL
	04.18.21	PLANNING SUBMITTAL

Project No: 2021-06
Date: 08-02-2021
Scale: 1/4"=1'-0"

ELEVATIONS

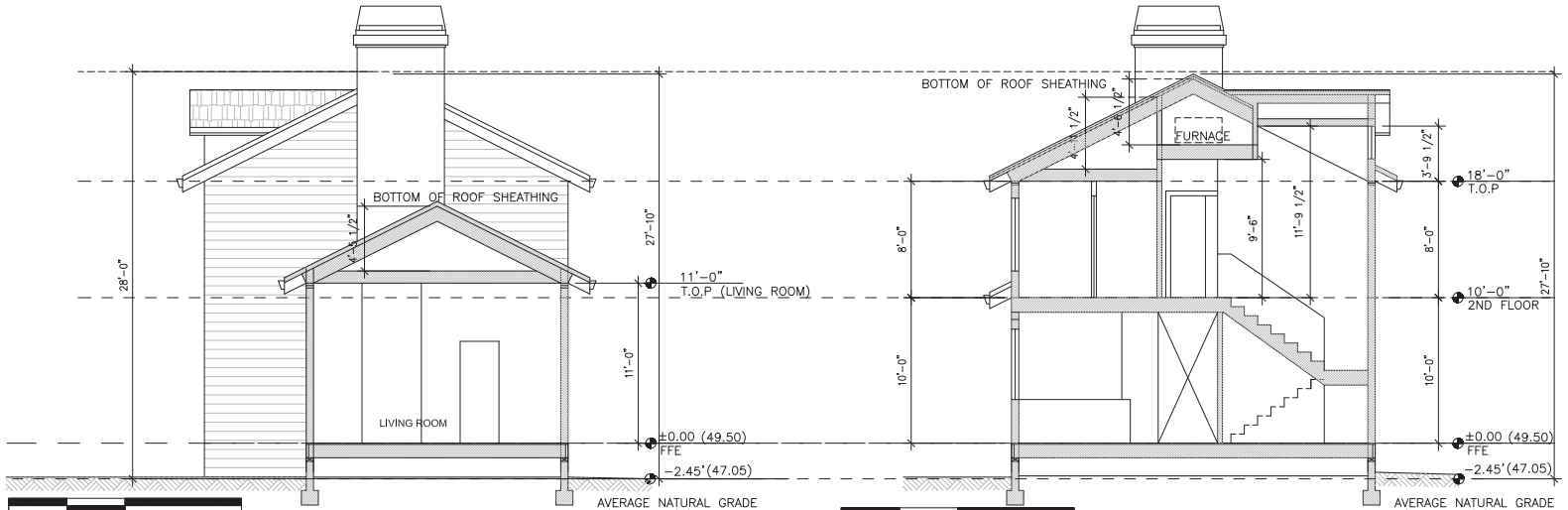
A3.2



0' 4' 8' 16'

SECTION C-C

1/4"=1'-0"



0' 4' 8' 16'

SECTION B-B

1/4"=1'-0"

0' 4' 8' 16'

SECTION A-A

1/4"=1'-0"

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Project No: 2021-06
Date: 08-02-2021
Scale: 1/4"=1'-0"

SECTIONS

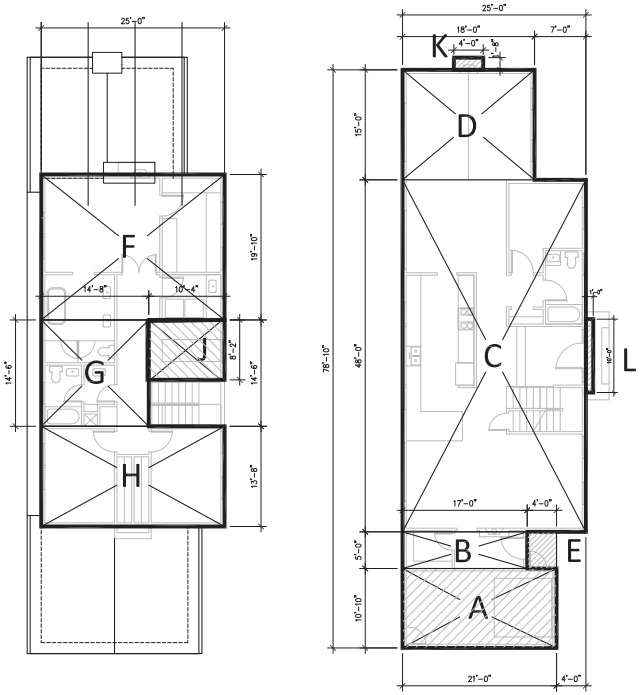
A3.3

FLOOR AREA CALCULATION

SECTION	DIMENSION	AREA
A (1 CAR GARAGE)	21'-0" X10'-10"	227.5 S.F.
B	17'-0" X 5'-0"	85.0 S.F.
C	25'-0" X 48-0"	1,200.0 S.F.
D	18'-0" X 15'-0"	270.0 S.F.
1ST FLOOR TOTAL AREA	A+B+C+D	1,782.5 S.F.
F	25'-0" X 19'-10"	495.8 S.F.
G	14'-8" X 14'-6"	212.7 S.F.
H	25'-0" X 13'-8"	341.7 S.F.
J (DOUBLE HEIGHT SPACE ABOVE FOYER> 12'-0")	10'-4" X 8'-2"	84.4 S.F.
2ND FLOOR LIVING AREA	F+G+H+J	1,134.6 S.F.
TOTAL FLOOR AREA LIMIT (FAL)	A+B+C+D+F+G+H+J	2,917.1 S.F.

BUILDING COVERED AREA CALCULATION

SECTION	DIMENSION	AREA
A (1 CAR GARAGE)	21'-0" X10'-10"	227.5 S.F.
B	17'-0" X 5'-0"	85.0 S.F.
C	25'-0" X 48-0"	1,200.0 S.F.
D	18'-0" X 15'-0"	270.0 S.F.
E (PORCH)	4'-0" X 5'-0"	20.0 S.F.
K (FIREPLACE)	4'-0" X 1'-8"	6.7 S.F.
L (ENTRY PORCH)	10'-0" X 1'-0"	10.0 S.F.
BUILDING COVERED AREA	A+B+C+D+E **+K +L**	1,819.2 S.F.
LOT AREA		7,668 S.F.
BUILDING COVERAGE	1,819.2 S.F./ 7,668 S.F. =	23.7 %



2ND FLOOR PLAN

1ST FLOOR PLAN

0' 4' 8' 16'

FLOOR AREA DIAGRAMS

1/8"=1'-0"

Z S D ARCHITECTS,INC
ARCHITECTURE . PLANNING . ILLUSTRATION

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henryhzeng@yahoo.com

269 WILLOW ROAD
RESIDENCE

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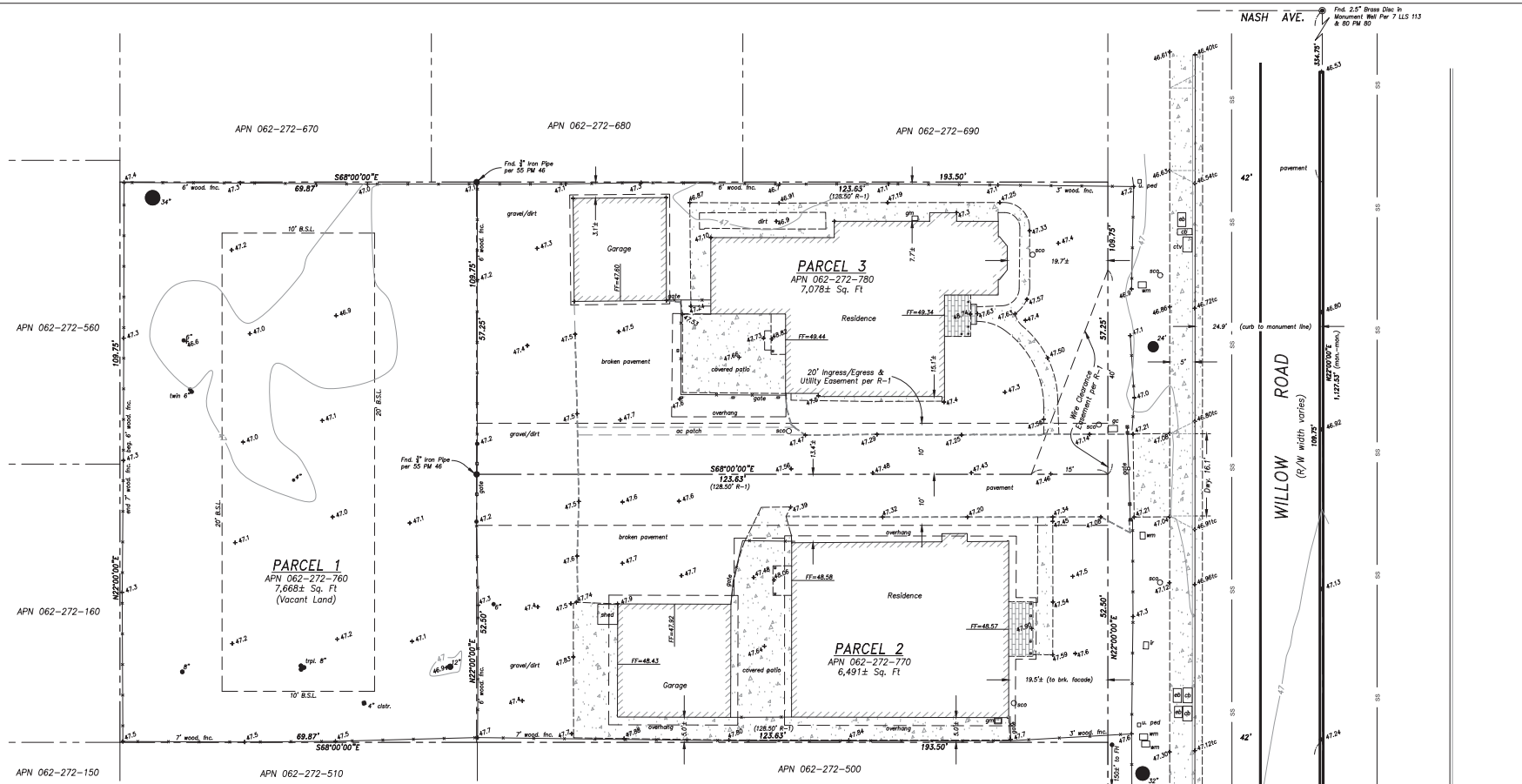
Project No: 2021–06
Date: 08–02–2021
Scale: 1/8"=1'–0"

FAL/ BUILING COVERAGE DIAGRAMS

A4.0



Legend

	Boundary
	Easement Line
	Concrete
	Curb & Gutter
	Fence – Decorative Iron Fence
	Fence – Wood
	Edge of Pavement
	Brick
	Concrete
B.S.L.	Building Setback Line
ctv	Cable TV Box
cb	Communcation Box
eb	Electrical Box
FF	Finish Floor
gc	Gate Controller
gm	Gas Meter
FH	Fire Hydrant
sco	Sewer Cleanout
SSMH	Sewer Manhole
+45.67	Spot Elevation
12"	Tree (trunk size noted)
u. ped	Unmarked Utility Pedestal
wm	Water Meter

Vicinity Map
No Scale

General Notes:

1) All features shown hereon represent surface conditions of the project area as compiled from a ground survey conducted in April, 2021. No attempt has been made to determine the existence or extent of underground utilities or other features not surface visible.

2) Boundary and Easement information shown hereon is based upon a title report prepared by Fidelity National Title Company dated February 25, 2021, and Book 55 of Parcel Maps, at Page 46 (this map is referenced as R-1 hereon.)

Basis of Bearings:

Bearings shown hereon are based upon the monument line of Willow Road, taken as North 22° 00' 00" East per 55 PM 46.

Benchmark:

Elevations shown hereon are based upon City of Menlo Park Benchmark 6, a brass disc set in the southwesterly curb return of the intersection of Willow Road and Durham Street. Elevation taken as 31.14, NAVD 88 datum.

FEMA Note:

The surveyed parcels are located within Special Flood Hazard Area Zone AE as shown on the Federal Emergency Management Agency Flood Insurance Rate Map (FIRM) Community Panel No. 06081C0308E, effective date 10/16/12. Base flood elevations interpolated from elevation data (NAVD 88 datum) shown on this FIRM Panel are as follows:

Parcel 1: BFE = 48.2
Parcel 2: BFE = 48.2
Parcel 3: BFE = 47.9

Surveyor's Statement:

I certify that this parcel's boundary was established by me or under my supervision and is based upon a field survey in conformance with the Land Surveyor's Act. All monuments are of the character and occupy the positions indicated and are sufficient to enable the survey to be retraced.

Charles M. Weakley, LS

LICENSED LAND SURVEYOR CHARLES M. WEAKLEY L.S. 6421 EXP. 12/31/22 STATE OF CALIFORNIA

L.S. 6421
EXP. 12/31/22

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

REV.	DATE	DESCRIPTION	BY
1	08/05/21	Added information per City Comments	CMW
2	08/01/21	Revise Surveyors Stmt. / Add monuments	CMW

APPROVED DATE

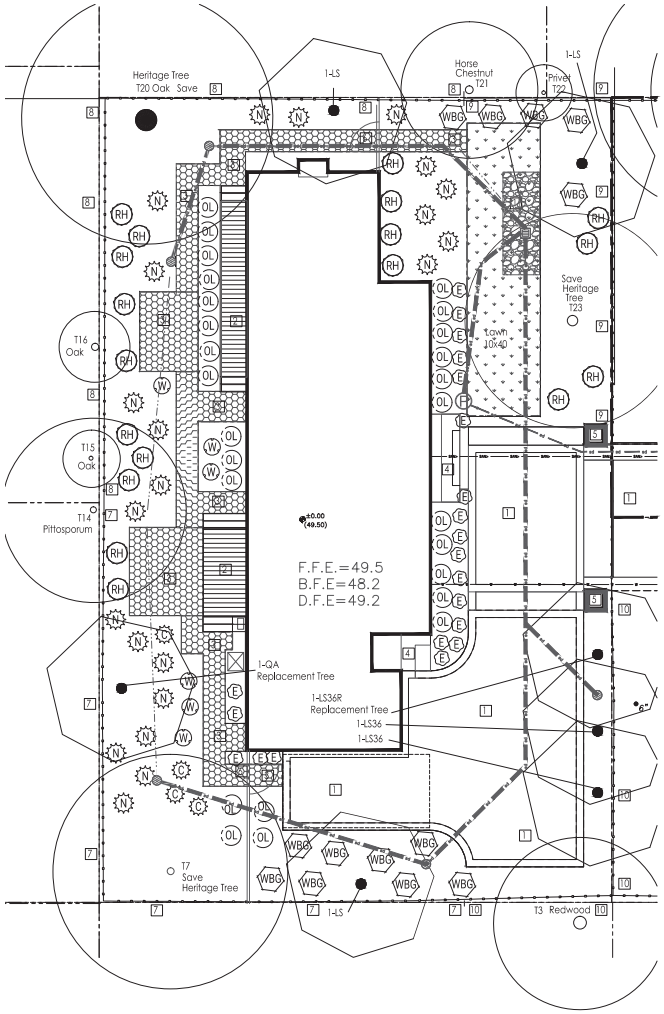
MOUNTAIN PACIFIC SURVEYS
1735 Enterprise Dr, Suite 103
Fairfield, CA 94533
PH (707) 425-8234
FAX (707) 425-1969

BOUNDARY AND TOPOGRAPHIC SURVEY
267-275 WILLOW ROAD
CITY OF MENLO PARK - SAN MATEO COUNTY - CALIFORNIA

DATE April 16, 2021
SCALE 1" = 10'
DRAWN C. Weakley
CHECKED
JOB NO. 521032
SHEET NO. 1
OF 1

Landscape Notes

1) See sheets L4 and L5 for Details and Specs.
2) Exact location of plants on site to be adjusted so as to best coordinate with irrigation component locations, lights, drainage features, and swales
3) Use 3 inch deep mulch in all planting areas. Provide owner with different mulch samples and prices including Mahogany colored Wonder Mulch from Vision Recycling in Fremont. Another mulch possibility is nitrated redwood sawdust. Some of mulch is gravel as noted on plan.
4) Install plants for adjacent circles shown on the plan even if they aren't labeled. Call for clarification. For bidding purposes, if no one is available to answer questions, assume that any plant circle scaled less than 8' wide is 5 gal. size and any circle scaled larger is 15 gal. size
5) The plan is schematic. Don't install plants too close to edges of paving or buildings. Keep valves and quick couplers away from trees.
6)Uncompact soil that has been compacted during building construction. Do not do excessive digging under existing tree canopies. Dig plant pits only and don't dig up entire area under existing tree canopies.
7) When installing utility lines hand digging, boring, air spade, or other excavation method as approved by the Project Arborist shall be considered to protect existing mature trees. Consult with the Project Arborist prior to adjusting locations of utility lines. Read the project arborist's tree report and tree protection plan concerning the protection of all existing trees to be saved during construction.
8)Any frontage improvements which are damaged as a result of construction will be required to be replaced
An encroachment permit from the Engineering Division is required prior to any construction activities in the public right of way. A list of requirements for encroachment permit submittal can be found on the City's webpage at: https://www.menlopark.org/202/Encroachment-Permits
9) Refer to most recent tree report by Aesculus Arboricultural Consulting for tree protection measures during construction
10) A Landscape Audit Report from a Certified Professional will be required post construction.



I have complied with the criteria of the water conservation in landscaping ordinance and applied them for the efficient use of water in the landscape and irrigation design plan.
Greg Lewis 11/29/21

Landscape Site/ Planting Plan

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

Plant Legend

KEY	QTY	SIZE	BOTANICAL NAME	COMMON NAME	WUCOLS IV water use RATING
REPLACEMENT TREES					
QA	1	15 gal	Quercus agrifolia Replacement tree	CA Live Oak	LOW
LS	3	15 gal	Laurus Saratoga or Olea Swan Hill	Hybrid Laurel	LOW
LS36R	1	36" box	Laurus Saratoga Replacement tree - max height 40' per Selectree web site	Hybrid Laurel	LOW
LS36	2	36" box	Laurus Saratoga Replacement tree Screening tree for neighbor - max height 40' per Selectree web site	Hybrid Laurel	LOW
MEDIUM SHRUBS					
RH	18	5	Rhaphiolepis indica Clara	India Hawthorne	LOW
GROUND COVERS					
C	4	1	Carex diwilla	European Grey Sedge	LOW
E	21	1	Erigeron karvinskianus	Santa Barbara Daisy	LOW
N	22	1	Lomandra longifolia Nyalla	Nyalla Mat Rush	LOW
W	6	1	Nepeta faassenii 'Walkers Low'	Catmint	LOW
OL	26	1	Olea europaea 'Little Ollie'	Dwarf Olive	LOW
WBG	13	1	Westringia fruticosa	Blue Gem Coast Rosemary	LOW
LAWN		sod	Bonzai Dwarf Fescue w/ 2x4 rough redwood header		HIGH

Ask owners if they want to upsize any plants if the budget allows
Plant count is for planning purposes only. Contractor is to do own plant count and install all plants shown on the plan. Do not make substitutes without written approval of Landscape Architect

Heritage Replacement Trees

KEY	DIA.	COMMON NAME	REPLACEMENT TREE QTY/SIZE/SPECIES	REPLACEMENT VALUE REQUIRED
HERITAGE TREE REMOVED				
T2	15.4"	Apple	One 15 gal. Coast Live Oak	$200.00
T6	18.1"	Plum	One 36" box Laurus Saratoga	$200.00
			Only one 15 gal is required but we are upsizing for screen tree	

Landscape Site Legend

1. Driveway - Pervious Pavers with 6 inch wide concrete edge restraint colored to go well with pavers - owner to select brand, pattern, and color
2. Low Deck - See architect's plans
3. Gravel - 3" deep such as crushed ¾" granite - owner to select gravel color - don't use gravel with a lot of white. Do not use white dolomite. Install pervious weed cloth under gravel. Use 2x4 RWD header bd.
4. Landings and Steps - Conc. or conc. with tile or paver facing - also see architect's plans
5. Masonry or Painted Stucco Pilars
6. 3' wide x 7' tall solid wood gate and 6' tall fence
7. Existing 6' to 7' tall fence in good condition to remain
8. New solid wood 7' tall fence
9. New solid wood 4' tall fence in 20' front yard setback
10. Existing solid wood 6' to 7' tall fence in 20' front yard setback - reduce existing fence to 4' height if possible and fence is in good condition or install new 4' high fence
11. 6x1.5' shallow gravel basin below grade with soil and lawn on top of it - see civil plans

Revision

GREGORY LEWIS LANDSCAPE ARCHITECT #2178
736 Park Way Santa Cruz, CA 95065 (831) 359-0900
lewislandscape@sbcglobal.net

LANDSCAPE ARCHITECT REGISTERED No. 2178 Greg Lewis 11/29/21 STATE OF CALIFORNIA

New Residence
269 Willow Rd, Menlo Park

Date 11/29/21
Scale As Noted
Drawn Greg
Job
Sheet L1
of 7

C20

MP WILLOW CAPITAL LLC
353 Costello Drive
Los Altos CA 94024

269 Willow Rd
Project Description Letter
Dec 1,2021

Parcel General Information

The 7668 +/- sqft parcel is a **vacant lot** that approximately 110’ x 70’. The applicant is proposing to construct a new two-story single-family residence with an attached 1-car garage. A shared new paver driveway will be replaced with the current cracked concrete driveway.

There are two heritage trees are recommended for removal, the permit HTR2021-00095 has been approved. After discussing with 247 Willow Road neighbor, the key replacement trees are including one 15 gallons California live oak and six of 36” box of Hybrid Laurel which serve as screening trees. Please refer details on L1 of the landscape plan set.

Proposed Single Family Residence

The architectural style selected for the proposed home is the **Colonial Revival** which we believe that best blends in the neighborhood. As we know the Colonial Revival style encompasses a number of architectural traditions, such as English, Dutch, and Spanish colonial influences that were combined during the late-nineteenth and early-twentieth-centuries to create buildings that celebrated Colonial America. The ground level of the new home will have a living room, family room, Kitchen, formal dining and a private office with a bathroom. The second floor will have three bedrooms with two bathrooms and a laundry room. The open floor plan designed to appeal to families. There is attention paid to indoor-outdoor living, which contributes to healthy living and home value.

Neighborhood Outreach

We have contacted the owners of 277,277A,277B, 243,245,247 Willow Rd and 254,260 Santa Margarita Ave. We have communicated and hand delivered a copy of the draft of the architectural design to all the adjacent neighbors. They were all pleased that finally a new development is happening on the vacant lot. Some of the neighbors were more excited that finally new fences would be installed around the property as well. Daniel Hom the owner of 247 Willow had some concerns regarding this new development and we have addressed his concerns via emails and in person. Attached email communication history for your reference. The last visit to the neighbors was on Oct 16th, 2021. We have sent the most updated plan set to the neighbor.

Best,
Charlene Cheng
PM@MP Willow Capital LLC
Charlene2005@gmail.com
408-772-9476

269 Willow Road, Menlo Park

14 messages

Daniel Hom <danielkhom@aol.com> Wed, Jul 14, 2021 at 6:11 PM
To: charlene2005@gmail.com, ltapia@menlopark.org
Cc: dnahom@aol.com, danielkhom@aol.com

July 14, 2021

Re: 269 Willow Road new two-story residence

Hello Charlene,

We meet and spoke briefly outside my home at 247 Willow Road. At the time, you mentioned the upcoming submittal and plans for the new house at 269 Willow. I want to take this opportunity to have a follow up now that I received the public notice.

1. As we discussed, I am in support of building on the empty property. Open space is nice however; I understand the desire for housing. I am in favor if the design is well planned and takes into consideration neighbors' concerns.
2. We discussed my concerns regarding privacy and line of site. With the planned two-story home, second-floor windows has the potential for direct line of site to the rear yard of my house at 247 Willow. I ask that your building design consider this. Please look into your building layout; window type, size and arrangement; architectural screening; exterior landscape screening; etc… for mitigation.
3. The City notice states two-heritage trees proposed for removal. I am curious about which trees? The property has an apple tree at the corner of the lot that provides some screening. It would be a shame to have this tree removed and the loss of privacy and fruits it provides.
4. 265 Willow has a tree that also provides minimal screening. I hope your new landscaping design has plans for relatively high screening for the line of sight from the second floor to my rear yard. Perhaps consider addition trees along the property line of to benefit all parties.
5. The previous owners of 265 Willow was unwilling to share the cost of a new fence. The fence is in decrepit condition. It is only standing because we attached supports from our roof to keep it up. Our properties needs a new privacy fence to match similar design.
6. The empty lot likely has rodents. I see field rats along the fence at night. I am sure these rodents will scatter once construction begins. However, where will they go and live is the concern.
7. Sanitary sewer laterals on your property should be inspected. Over the years, there's signs of raw sanitary waste in the front landscaping. You may want to have this looked into and repaired before Willow Road is repaved this summer. WBSD sent notices to all residents regarding the current repairs underway now.
8. I am not concern about construction noise as long it falls within City ordinance.
9. Throughout the years, the residents on our common driveway have enjoyed spending time outside. We hope construction and the plans do not negatively affect the quality of life.

In conclusion, our family is excited to have a change in ownership and looking forward to working with you on this project.

Please let me know when is a good time for you to meet again and share any future updates.

Regards,

Daniel Hom - owners of 247 Willow Road (and part owner of 243 Willow Road)

Cc: Leo Tapia – MP Planning Technician

269 Willow Road 071421.pdf
52K

Charlene Cheng <charlene2005@gmail.com> Wed, Jul 14, 2021 at 6:48 PM
To: Daniel Hom <danielkhom@aol.com>
Cc: "Tapia, Leonel" <ltapia@menlopark.org>, dnahom@aol.com, danielkhom@aol.com

Thank you for your email.
I really appreciate you sharing your concerns as well as some good suggestions, my team will look into them and get back to you in a day or two.

BR,
Charlene
[Quoted text hidden]

Charlene Cheng <charlene2005@gmail.com> Wed, Jul 14, 2021 at 11:43 PM
To: Daniel Hom <danielkhom@aol.com>
Cc: dnahom@aol.com, Daniel Hom <danielkhom@aol.com>

Hi Daniel,

Would you like to meet up this Friday either 10-11am or after 4pm?

Please let me know,
Thanks
Charlene
[Quoted text hidden]

Daniel Hom <danielkhom@aol.com> Fri, Jul 16, 2021 at 1:11 AM
To: Charlene Cheng <charlene2005@gmail.com>
Cc: dnahom@aol.com

Hi Charlene,
I'm out of town now. Weekend or next week Mon or Thu after 4 may work. I'm not available weekdays.

> On Jul 14, 2021, at 11:44 PM, Charlene Cheng <charlene2005@gmail.com> wrote:
>
> [Quoted text hidden]

Charlene Cheng <charlene2005@gmail.com> Mon, Jul 19, 2021 at 11:37 AM
To: Daniel Hom <danielkhom@aol.com>
Cc: dnahom@aol.com, "Tapia, Leonel" <ltapia@menlopark.org>, mpwillow2021@gmail.com

Good morning Daniel,

Hope you had a great weekend!

Since we couldn't meet up sooner I'm going to address your concerns in the email below, see check my comments in **RED.**
Please let me know if you have any questions and we can meet up Thursday after 4 if necessary.

Thanks
Charlene

On Fri, Jul 16, 2021 at 1:11 AM Daniel Hom <danielkhom@aol.com> wrote:

Hi Charlene,
I'm out of town now. Weekend or next week Mon or Thu after 4 may work. I'm not available weekdays.

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Thanks
Charlene

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BR,
Charlene
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July 14, 2021

Re: 269 Willow Road new two-story residence

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1. As we discussed, I am in support of building on the empty property. Open space is nice however; I understand the desire for housing. I am in favor if the design is well planned and takes into consideration neighbors' concerns.

Thank you for your support! Yes, our experienced Architect has been diligently making the design not only follow the city guidelines as well as considering neighbors' concerns.

2. We discussed my concerns regarding privacy and line of site. With the planned two-story home, second-floor windows has the potential for direct line of site to the rear yard of my house at 247 Willow. I ask that your building design consider this. Please look into your building layout; window type, size and arrangement; architectural screening; exterior landscape screening; etc… for mitigation.

Yes we take neighbors' privacy very seriously. There is only one bedroom whose window may be in the direction of your rear yard. The distance from that window to your rear yard is more than 60 feet, please refer to the diagram attached. In addition, there is a big tree in the corner which will protect your privacy as well.

3. The City notice states two-heritage trees proposed for removal. I am curious about which trees? The property has an apple tree at the corner of the lot that provides some screening. It would be a shame to have this tree removed and the loss of privacy and fruits it provides.

Attached is the Arborist report FYI. Yes, the apple tree stays;)

4. 265 Willow has a tree that also provides minimal screening. I hope your new landscaping design has plans for relatively high screening for the line of sight from the second floor to my rear yard. Perhaps consider addition trees along the property line of to benefit all parties.

Sure, we will review our landscaping design again to give you the maximum privacy possible.

5. The previous owners of 265 Willow was unwilling to share the cost of a new fence. The fence is in decrepit condition. It is only standing because we attached supports from our roof to keep it up. Our properties needs a new privacy fence to match similar design.

Yes, we should collaborate to build the new fences.

6. The empty lot likely has rodents. I see field rats along the fence at night. I am sure these rodents will scatter once construction begins. However, where will they go and live is the concern.

We will looking into this concern

7. Sanitary sewer laterals on your property should be inspected. Over the years, there's signs of raw sanitary waste in the front landscaping. You may want to have this looked into and repaired before Willow Road is repaved this summer. WBSD sent notices to all residents regarding the current repairs underway now.

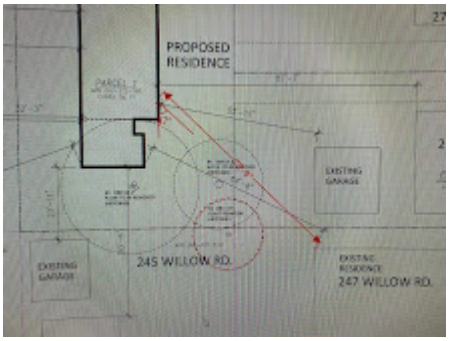
The new construction will have brand new sewer pipe

[Quoted text hidden]

Charlene Cheng <charlene2005@gmail.com> Mon, Jul 19, 2021 at 2:01 PM
To: Daniel Hom <danielkhom@aol.com>
Cc: dnahom@aol.com, "Tapia, Leonel" <ltapia@menlopark.org>, mpwillow2021@gmail.com

oops forgot the attachment

[Quoted text hidden]



IMG_4028.JPG
451K

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danielkhom@aol.com <danielkhom@aol.com> Tue, Jul 20, 2021 at 7:42 AM
Reply-To: danielkhom@aol.com
To: "charlene2005@gmail.com" <charlene2005@gmail.com>
Cc: "dnahom@aol.com" <dnahom@aol.com>, "ltapia@menlopark.org" <ltapia@menlopark.org>, "mpwillow2021@gmail.com" <mpwillow2021@gmail.com>

Hi Charlene,

Thanks for the email. I appreciate the prompt response.
Can you clarify item 3? You mentioned the apple tree stays. But the arborist report states #1 heritage apple tree removed. Is the layout old?
Regarding the second story, what are the proposed elevations of the window and top of the structure?

Regards,
Daniel

(apologizes if you receive this email twice. Having problems with my phone)
[Quoted text hidden]

Charlene Cheng <charlene2005@gmail.com> Tue, Jul 20, 2021 at 12:48 PM
To: Daniel Hom <danielkhom@aol.com>

Cc: "dnahom@aol.com" <dnahom@aol.com>, "ltapia@menlopark.org" <ltapia@menlopark.org>, "mpwillow2021@gmail.com" <mpwillow2021@gmail.com>

My apologies, that apple tree will have to be removed since it's not healthy to stay, we will discuss with you when we are doing the landscaping.
Please refer to the attached schematics and hopefully address your concerns for the elevations of the window and top of the structure.

BR,
Charlene
[Quoted text hidden]

2 attachments

IMG_2203.JPG
1376K

IMG_2204.JPG
832K

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danielkhom@aol.com <danielkhom@aol.com> Wed, Jul 21, 2021 at 1:13 AM
Reply-To: danielkhom@aol.com
To: "charlene2005@gmail.com" <charlene2005@gmail.com>
Cc: "dnahom@aol.com" <dnahom@aol.com>, "ltapia@menlopark.org" <ltapia@menlopark.org>, "mpwillow2021@gmail.com" <mpwillow2021@gmail.com>

Charlene,

it's unfortunate the apple tree is to be removed. This tree is fairly tall and provides adequate screening from the second floor center of windows at 16'. You may want to consider mature trees when engaging the landscape architect. 7' privacy fence along the property line is adequate for ground levels but not second floors. Normally I wouldn't be concerned with a public easement, front entrance, or driveways such as some of the other neighbors. But I am worried as it relates to my private rear yard where my family relaxes and two bedrooms faces.
Regarding the two-story house. What is the planned footage? I understand a few other homes on Willow Road have two-story houses. I believe those lots are larger. This lot appears smaller and uncharacteristic for a structure this size.
As previously stated, I'm supportive of developing the empty lot at 269. But I am worried about the privacy and size of the structure relative to all other adjacent single-story homes.
I'm confident we can continue to work together towards a resolution.

Regards,
Daniel
[Quoted text hidden]

Charlene Cheng <charlene2005@gmail.com> Wed, Jul 21, 2021 at 10:04 AM
C27

To: Daniel Hom <danielkhom@aol.com>
Cc: "dnahom@aol.com" <dnahom@aol.com>, "ltapia@menlopark.org" <ltapia@menlopark.org>, "mpwillow2021@gmail.com" <mpwillow2021@gmail.com>

Morning Daniel,

I totally understand your concerns. We have followed all of the city guidelines and the building codes to design this project, we can work together in fine details later to protect you with the maximum privacy as possible.

Thank you for your understanding.
Charlene
[Quoted text hidden]

Charlene Cheng <charlene2005@gmail.com> Wed, Jul 21, 2021 at 10:09 AM
To: Daniel Hom <danielkhom@aol.com>

Attached is the site plan we submitted for your review, everything designed was under the guidelines of the planning department. We had preliminary review with the city before the submission.
If you have more questions, I can arrange a zoom call with our Architech if needed,

Thanks again,
Charlene
[Quoted text hidden]

269 willow site plan061021.pdf
12858K

Daniel Hom <danielkhom@aol.com> Wed, Jul 21, 2021 at 6:38 PM
To: Charlene Cheng <charlene2005@gmail.com>

Thank you Charlene

> On Jul 21, 2021, at 10:10 AM, Charlene Cheng <charlene2005@gmail.com> wrote:
>
> [Quoted text hidden]

269 willow site plan061021.pdf
12858K

Charlene Cheng <charlene2005@gmail.com> Thu, Jul 22, 2021 at 1:30 PM
To: Daniel Hom <danielkhom@aol.com>

We are in the process of reviewing all the details with planning division, we will keep you updated. Thanks!
[Quoted text hidden]

Daniel Hom <danielkhom@aol.com> Thu, Jul 22, 2021 at 11:32 PM
To: Charlene Cheng <charlene2005@gmail.com>

Great! And good luck working with Planning.
Menlo Park isn’t the easiest city to work with. Lot sizes aren’t standard and require more effort.

On Jul 22, 2021, at 1:31 PM, Charlene Cheng <charlene2005@gmail.com> wrote:

[Quoted text hidden]

Gmail Charlene Cheng <charlene2005@gmail.com>

RE: 269 Willow Rd landscape design review - additional comments 10/21/21

14 messages

Daniel Hom <Daniel.Hom@bloomenergy.com> Thu, Oct 21, 2021 at 9:05 AM
To: Daniel Hom <danielkhom@aol.com>, Charlene Cheng <charlene2005@gmail.com>, Greg <lewislandscape@sbcglobal.net>
Cc: Dnahom <dnahom@aol.com>

Hi Greg and Charlene,

I reviewed your attachment and have the following additional note/comments. (embedded image with Red line note)

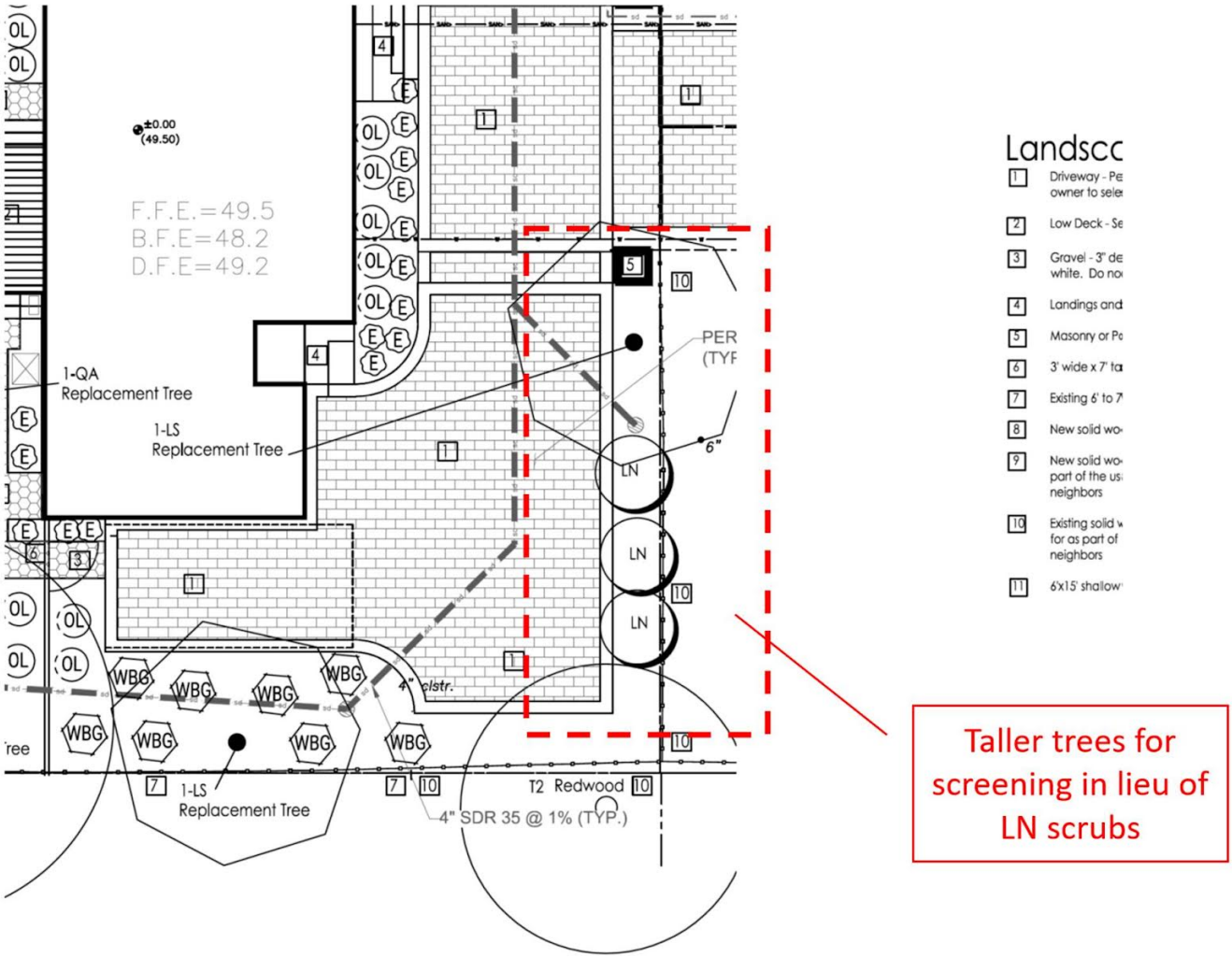
Also included is an aerial with the 269 site plan. Note the line of site concern. This view is to my 247 rear yard and bedrooms. And therefore my request for taller screening from 269 second floor elevation.

I hope this helps.

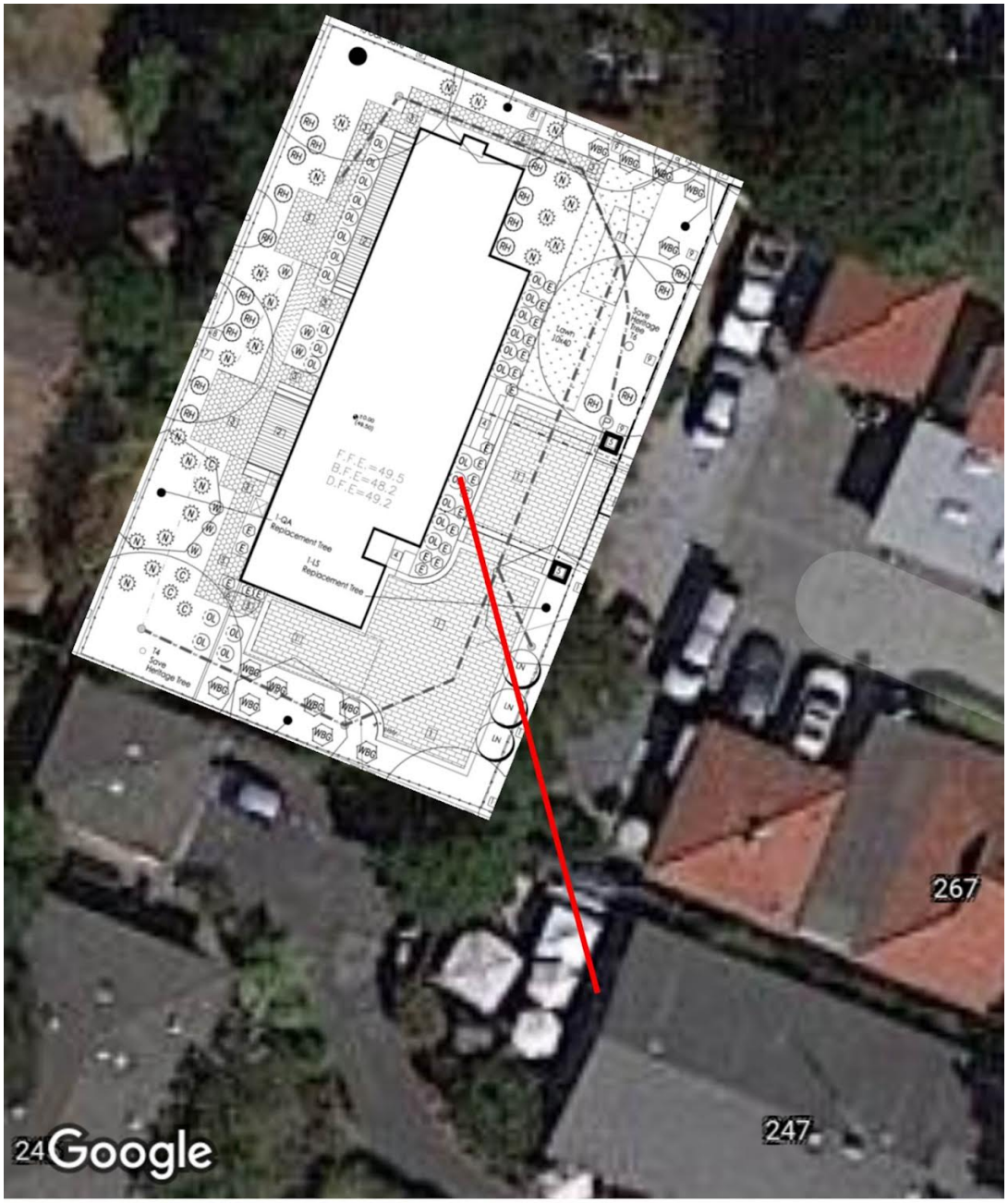
Respectfully,

Daniel and Alice Hom

247 Willow Owners



ia of the water conservation in landscaping ordinance and applied them for



From: Daniel Hom <danielkhom@aol.com>
Sent: Wednesday, October 20, 2021 6:45 PM
To: Charlene Cheng <charlene2005@gmail.com>; Greg <lewislandscape@sbcglobal.net>
Cc: Daniel Hom <Daniel.Hom@bloomenergy.com>
Subject: Re: 269 Willow Rd landscape design review

EXTERNAL EMAIL

Hi Charlene,

Thanks.

Greg,

It's inefficient to keep doing a little bit of work on this and then having to wait for information from different people.

I think the civil will be pretty responsive and send me something.

From you I need to know if you want to keep all the trees I have at this point and down size them to 15 gal except for the screen trees or if you want me to remove the trees we don't need for replacement trees.

[Quoted text hidden]

Charlene Cheng <charlene2005@gmail.com> Sun, Oct 31, 2021 at 5:09 PM
To: Daniel Hom <Daniel.Hom@bloomenergy.com>

Hi Daniel and Alice,

FYI, Please find attached is the latest landscape plan for 269 Willow.

BR,
Charlene
[Quoted text hidden]

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269 landscaping planting plan 103121.pdf
911K

Aesculus
Arboricultural Consulting

1/6/2022

Charlene Cheng
MP Willow Capital LLC
353 Costello Dr.
Los Altos, California 94024
(408) 772-9476
charlene2005@gmail.com

Re: Tree protection for proposed new residence at 267-275 Willow Rd, Menlo Park, California 94025

Dear Charlene,

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

Summary

There are six heritage trees on this property, one heritage tree overhanging from an adjacent property, and two street trees overhanging the property. Two, both heritage trees on this property, are recommended for removal, as they conflict with project features.

There are an additional 21 trees present on and adjacent to the property which do not belong to any class of protected trees. Of these, six are recommended for removal, as they conflict with project features. Three more are recommended for removal because they are dead.

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

Assignment and Limits of Report

We have been asked to write a report detailing impacts to trees from construction of the proposed new single-family house on this property. This report may be used by our client and other project members as needed to inform all stages of the project.

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

Tree Regulations

The Report is intended to satisfy tree reporting requirements for the City of Menlo Park, as detailed in relevant portions of the document titled "Heritage Tree Ordinance Administrative Guidelines," available at: https://www.menlopark.org/DocumentCenter/View/25577/Heritage-tree-ordinance-administrative-guidelines---draft

Tree protection measures are intended to be consistent with the document titled "Tree Protection Specifications," available at: https://www.menlopark.org/DocumentCenter/View/90/Tree-Protection-Specifications

Observations

Current Site Conditions

The property is currently vacant, though old landscape plants indicate that it may once have been used as a back yard. Access is through a wide shared driveway for the houses between this property and Willow Road.

Trees

There are six heritage trees on this property, three overhanging the property from adjacent properties, and two street trees (Images 8). Two are coast live oaks (*Quercus agrifolia*), six are other large-stature ornamental trees, and three are fruit trees.

There are an additional 21 trees present on and adjacent to the property which do not belong to any class of protected trees. Three of these are dead.

Project Features

A single-family home is proposed on the rear parcel of the property, which is currently occupied by landscaped area.

A paver driveway is proposed at the front of the property. A new paver path is proposed on the south side of the house. A new patio is proposed at the rear of the house, near the southwest corner just north of the garage.

A storm drain is proposed around the perimeter of the house, feeding into a proposed gravel basin in the northeast corner of the property.

A vehicle gate is proposed at the entrance to the property, to be installed on two large posts.

Potential Conflicts

Trees #1, 4-6 - the house footprint conflicts directly with these trees.

Trees #2, 10 - the proposed driveway conflicts directly with these trees' trunks.

Trees #3, 7, 8 - a portion of the proposed driveway lies within these trees' TPZs.

Trees #9, 14-16, 19, 21, 22, 24-32 - no project features lie within these trees' TPZs.

Trees #11-13, 17, 18 - the proposed walkway around the house conflicts directly with these trees' trunks.

Tree #20 - portions of the proposed storm drain, walkway, and house lie within this tree's TPZ.

Tree #23 - portions of the proposed storm drain, gravel basin, and northern fence post lie within this tree's TPZ.

Testing and Analysis

Tree DBHs were taken using a diameter tape measure if trunks were accessible. The DBHs of trees with non-accessible trunks were estimated visually. All trees were inventoried. Full tree protection analysis was performed for all trees with protected status.

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

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

We visited the site once, on 4/7/2021. All observations and photographs in this report were taken at that site visit.

This report is based on the 11-page plan set titled "269 Willow Road Residence," last revised 12/15/2021, provided to me electronically by the client

Discussion

Tree Protection Zones (TPZ's)

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

Contrary to popular belief, roots of all tree species grow primarily in the top two feet of soil, with a small number of roots sometimes occurring at greater depths. Some species have taproots when young, but these almost universally disappear with age. At maturity, a tree's root system may extend out from the trunk farther than the tree is tall.

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

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

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

Some of the tree species present here are not evaluated in Trees & Construction. Our own evaluation of them based on our experience with the species is as follows:

Species	Estimated tolerance	Reason for tolerance rating
Loquat	1	Insufficient experience with this species leads us to assign it the most conservative rating

Roots and Foundations

Tree roots do not generally grow under houses, as foundation installation requires these areas to be heavily compacted and dry. As discussed above, these conditions do not meet trees' needs for root colonization. Roots may grow under houses if foundations are poorly installed, or if trees are growing in contact with the foundation.

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

Conclusions

Trees #1, 2, 4-6, 10-13, 17, 18 - these trees are incompatible with the project as proposed.

Trees #3, 7, 8 - impacts to trees #3 and 7 from the proposed driveway will likely be minor. Impacts to tree #8 will likely be major.

Trees #9, 14-16, 19, 21, 22, 24-32 - significant impacts to these trees are unlikely from the project as proposed.

Tree #20 - combined impacts to this tree from the proposed storm drain, walkway, and house will likely be moderate to major.

Tree #23 - combined impacts to this tree from the proposed storm drain, gravel basin, and northern fence post will likely be moderate to major.

Recommendations

Design Phase

1. When placing sewer and other underground utilities, either:
    a. Place them as far away from tree trunks as practical (preferably outside TPZs), or
    b. Specify installation via directional boring at a depth of at least 3 feet.
2. Explore design options to minimize impacts to heritage trees #3, 7, 20, and 23.

Preconstruction Phase

1. Remove trees #1, 2, 4-6, 10-13, 17, 18 (only #2 and 6 are heritage trees).
2. Install tree protection fencing, approximately as shown in the Tree Map, below.
    a. Distances from trunk centers are given on the Tree Map.
    b. Fencing for some trees may need to be slightly closer to the trunk to allow for access to the proposed house.
        i. If fencing will need to be moved more than 2 feet closer to the tree than specified, contact the project arborist for guidance.
    c. Please be aware that tree protection zones may differ from canopy sizes.
    d. Tree protection fencing shall comprise 6’ chain link fabric mounted on 1.5” diameter metal posts driven into the ground. (continued on next page)

e. Place a 6” layer of wood chips inside tree protection fencing.
f. Tree protection fencing shall adhere to the requirements in the document titled “Tree Protection Specifications,” available at https://www.menlopark.org/DocumentCenter/View/90/Tree-Protection-Specifications

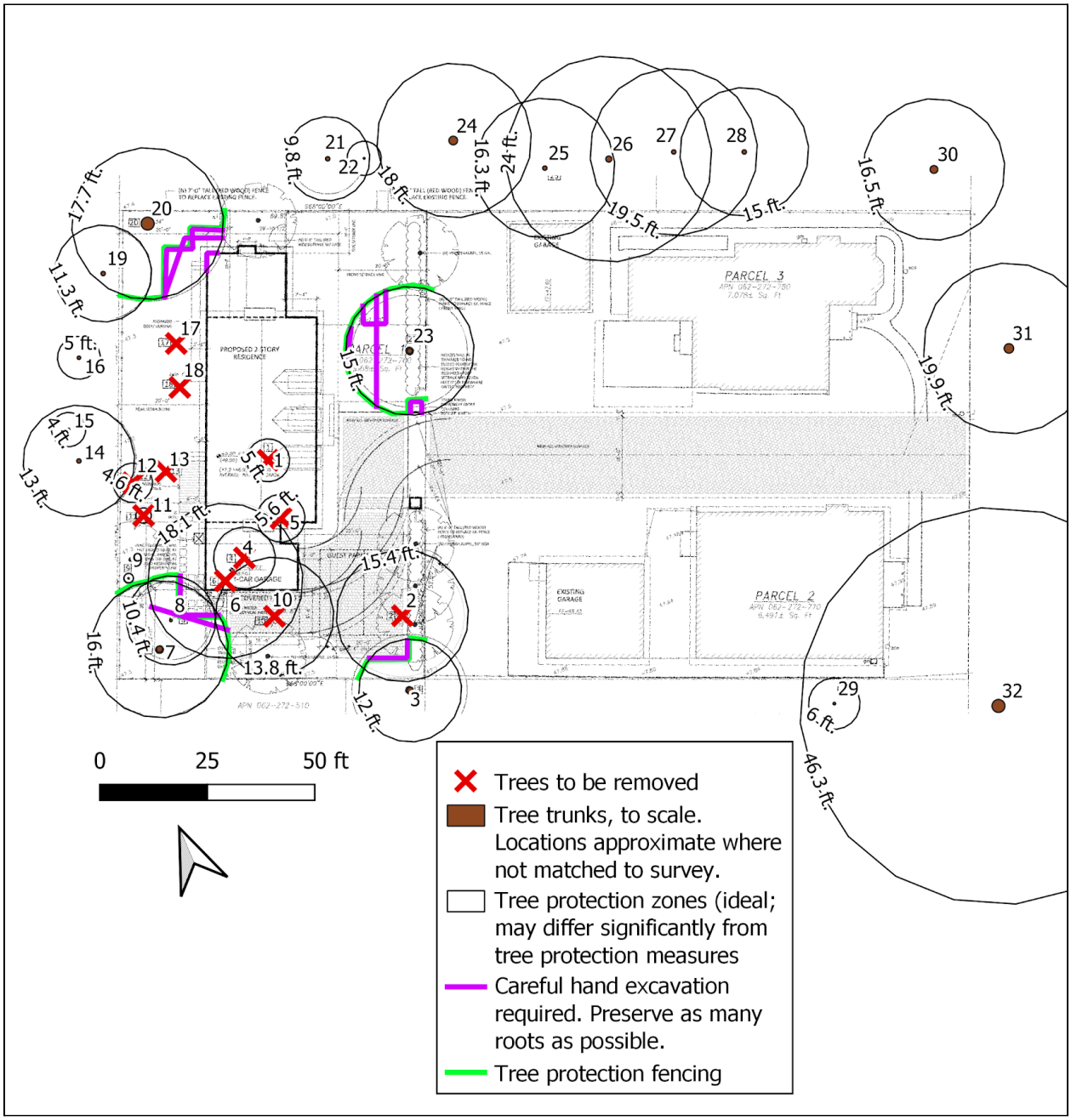
Construction Phase

1. Maintain tree protection measures as specified above.
2. Excavation for portions of proposed house and pavement within TPZs shall be performed as follows:
    a. Hand-excavate nearest edge within tree protection zone to the full depth of the feature being installed or to a depth of three feet, whichever is shallower.
    b. If roots over 1” must be severed, do so with a sharp saw or bypass pruners as close to the edge of excavation as possible.
    c. Notify project arborist when excavation is complete. Project arborist shall inspect work to make sure all roots have been cut cleanly.
    d. If excavation will be left open for more than 3 days:
        i. Cover excavation wall nearest tree with several layers of burlap or other absorbent fabric
        ii. Install a timer and soaker hoses to irrigate with potable water twice per day, enough to wet fabric thoroughly.

Post-Construction Phase

1. Install two new 15-gallon trees as replacements for heritage trees #2 and 6.
    a. The DBHs of these trees are 15.4 and 18.1, respectively. According to the Heritage Tree Ordinance Administrative Guidelines, a heritage tree 15-20” in DBH must be replaced with a 15-gallon container.
2. Provide supplemental irrigation for trees #4 and 5 for at least 3 years to aid in root regrowth. Note that tree #5 should only be irrigated during the normal wet season (October-May), and only if rainfall is below average.

Tree Map


PARCEL 3
PARCEL 2
PARCEL 1
PROPOSED 2 STORY RESIDENCE
EXISTING GARAGE
0
25
50 ft
Trees to be removed
Tree trunks, to scale. Locations approximate where not matched to survey.
Tree protection zones (ideal; may differ significantly from tree protection measures
Careful hand excavation required. Preserve as many roots as possible.
Tree protection fencing

Supporting Photographs

Image 1: apple #1 (note trunk damage in right-hand photograph)

Image 2: plum #3

Image 3: coast live oak #4

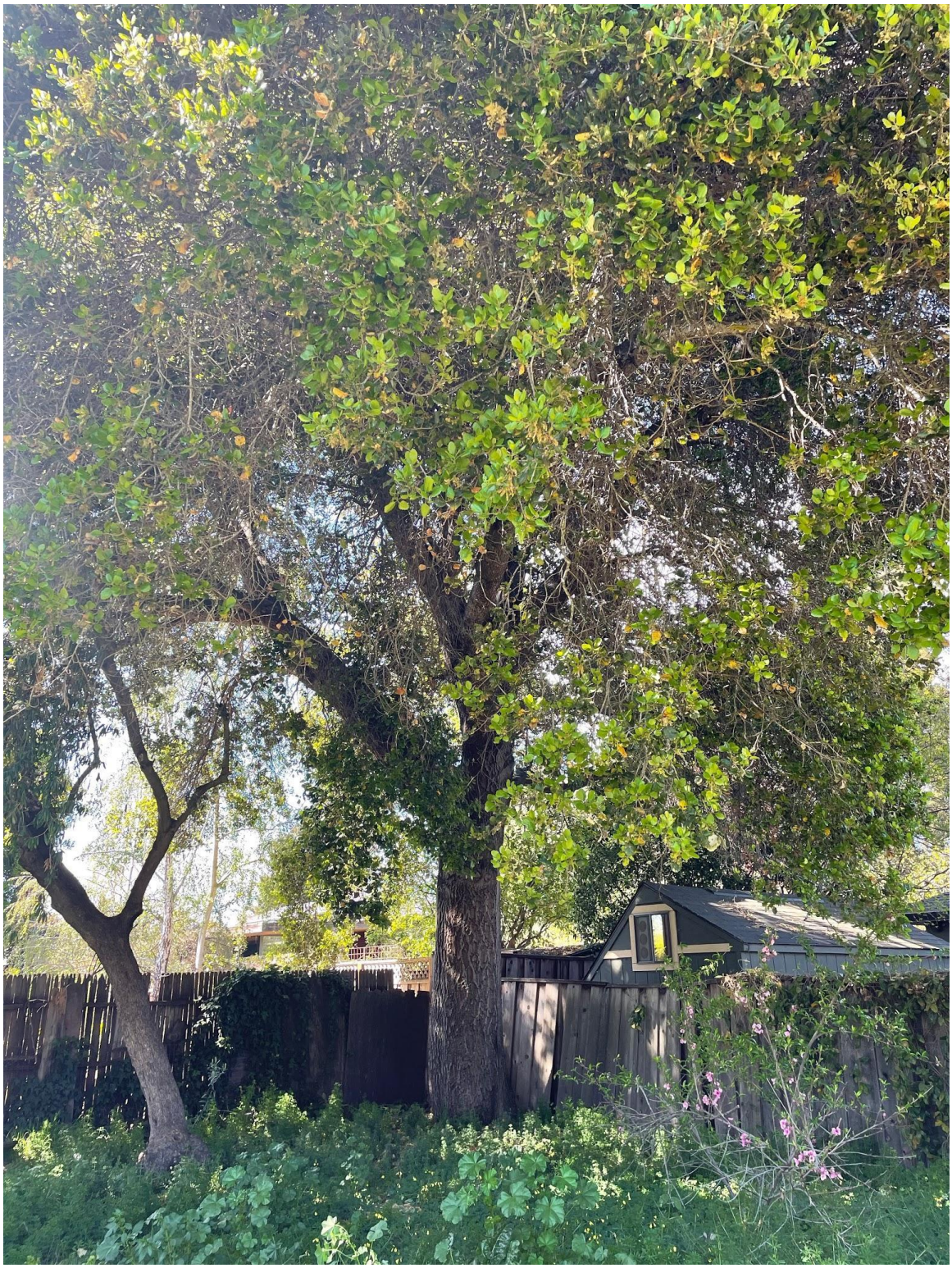


Image 4: coast live oak #5

Image 5: bay laurel #6

Image 6: red horsechestnut #7

Image 7: London plane #8

Image 8: liquidambar #9

Respectfully submitted,

Katherine Naegele
Consulting Arborist
Aesculus Arboricultural Consulting, LLC
Master of Forestry, UC Berkeley
ISA Certified Arborist #WE-9658A
ISA Tree Risk Assessment Qualified
American Society of Consulting Arborists, Member
Cell: 650 209-0631

Terms of Assignment

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

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

Tree #	Common Name	Species	DBH (inches)	Vitality	Heritage Tree?	Street Tree?	Off-Site Tree?	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	TPZ radius (ideal; feet from center of trunk	Expected Impacts (for Heritage/Street/Off-Site trees only)	Notes
1	Mandarin	Citrus reticulata	4.0	1				X	$680.00	2	5.0	Conflicts with proposed house	-
2	Apple	Malus domestica	15.4	1	X			X	$5,100.00	3	15.4	Conflicts with proposed driveway	Trunk is damaged from a prior leader failure. Ganoderma conk is present in damaged area.
3	Coast redwood	Sequoia sempervirens	16.0	2	X		X		$6,400.00	3	12.0	Minor from driveway	Neighbor tree. DBH estimated.
4	Peach	Prunus persica	4.8	1				X	$250.00	1	7.2	Conflicts with proposed house	-
5	Citrus	Citrus sp.	4.5	1				X	$770.00	2	5.6	Conflicts with proposed house	-
6	Plum	Prunus sp.	18.1	2	X			X	$5,300.00	2	18.1	Conflicts with proposed house	Very poor structure from past pruning
7	European pear	Pyrus communis	16.0	2	X				$6,300.00	2	16.0	Minor from driveway	-
8	Cherry	Prunus sp.	8.3	1					$1,180.00	2	10.4	Major from proposed storm drain, major from proposed walkway	-
9	Coast live oak	Quercus agrifolia	2.1	3					$180.00	3	1.1	-	-
10	Plum	Prunus sp.	13.8	2				X	$2,790.00	2	13.8	Conflicts with proposed driveway	-

Tree #	Common Name	Species	DBH (inches)	Vitality	Heritage Tree?	Street Tree?	Off-Site Tree?	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	TPZ radius (ideal; feet from center of trunk	Expected Impacts (for Heritage/Street/Off-Site trees only)	Notes
11	Cherry	Prunus sp.	1.8	2				X	$140.00	2	1.8	Conflicts with proposed walkway	-
12	Mandarin	Citrus reticulata	3.7	1				X	$400.00	2	4.6	Conflicts with proposed walkway	-
13	European pear	Pyrus communis	4.4	0				X	$0.00	2	0.0		-
14	Pittosporum	Pittosporum sp.	13.0	1					$2,080.00	3	13.0	-	-
15	Coast live oak	Quercus agrifolia	8.0	3					$1,630.00	3	4.0	-	-
16	Coast live oak	Quercus agrifolia	10.0	3					$2,690.00	3	5.0	-	-
17	Unknown	N/A	4.2	-				X	$0.00	N/A	0.0	Conflicts with proposed walkway	-
18	Common Fig	Ficus carica	7.4	0				X	$0.00	3	0.0	Conflicts with proposed walkway	-
19	Olive	Olea europaea	11.3	1					$1,890.00	3	11.3	-	-
20	Coast live oak	Quercus agrifolia	35.4	3	X				$32,400.00	3	17.7	Moderate to major overall - moderate from new storm drain; moderate from proposed walkway; minor from proposed house	Tree protection fencing may need to be moved slightly closer for access to house corner
21	Red horsechestnut	Aesculus x carnea	13.0	2			X		$6,200.00	3	9.8	-	Neighbor tree. DBH estimated.

Tree #	Common Name	Species	DBH (inches)	Vitality	Heritage Tree?	Street Tree?	Off-Site Tree?	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	TPZ radius (ideal; feet from center of trunk	Expected Impacts (for Heritage/Street/Off-Site trees only)	Notes
22	Privet	Ligustrum lucidum	4.0	1			X		$450.00	3	4.0	-	Neighbor tree. DBH estimated.
23	Bay laurel	Laurus nobilis	15.0	2	X				$8,300.00	2	15.0	Moderate to major overall - moderate from storm drain; minor from gravel basin; minor from proposed fence pillar	-
24	Coast live oak	Quercus agrifolia	24.0	2	X		X		$16,800.00	3	18.0	Minimal	TPZ appears to end just beyond property line fence. Neighbor tree. DBH estimated.
25	Bay laurel	Laurus nobilis	13.0	1			X		$4,990.00	2	16.3	-	Neighbor tree. DBH estimated.
26	Loquat	Eryobotria japonica	16.0	1	X		X		$2,820.00	1	24.0	Minimal	Activity within the TPZ is very unlikely. Neighbor tree. DBH estimated.
27	Loquat	Eryobotria japonica	13.0	1			X		$1,870.00	1	19.5	-	Neighbor tree. DBH estimated.
28	Loquat	Eryobotria japonica	12.0	2			X		$2,800.00	1	15.0	-	Neighbor tree. DBH estimated.
29	Coast live oak	Quercus agrifolia	6.0	1			X		$590.00	3	6.0	-	Neighbor tree. DBH estimated.

Tree #	Common Name	Species	DBH (inches)	Vitality	Heritage Tree?	Street Tree?	Off-Site Tree?	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	TPZ radius (ideal; feet from center of trunk	Expected Impacts (for Heritage/Street/Off-Site trees only)	Notes
30	Red horsechestnut	Aesculus x carnea	22.0	2	X		X		$14,600.00	3	16.5	Minimal	Activity within the TPZ is very unlikely. Neighbor tree. DBH estimated.
31	London plane	Platanus x acerifolia	26.5	2	X	X			$13,600.00	3	19.9	Minimal	Activity within the TPZ is very unlikely
32	Liquidambar	Liquidambar styraciflua	37.0	2	X	X	X		$25,100.00	1	46.3	Minimal	Activity within the TPZ is very unlikely. Neighbor tree. DBH estimated.

269 Willow Road – Attachment D: Data Table

	PROPOSED PROJECT	EXISTING DEVELOPMENT*	ZONING ORDINANCE
Lot area	7,668.0 sf	7,668.0 sf	7,000 sf min.
Lot width	109.8 ft.	109.8 ft.	65 ft. min.
Lot depth	69.9 ft.	69.9 ft.	100 ft. min.
Setbacks			
Front	24.6 ft.	- ft.	20 ft. min.
Rear	20.0 ft.	- ft.	20 ft. min.
Side (left)	20.9 ft.	- ft.	10 ft. min.
Side (right)	10.0 ft.	- ft.	10 ft. min.
Building coverage	1,819.2 sf 23.7 %	- sf %	2,683.8 sf max. 35 % max.
FAL (Floor Area Limit)	2,917.1 sf	- sf	2,967.0 sf max.
Square footage by floor	1,555.0 sf/1st floor 1,134.6 sf/2nd floor 227.5 sf/garage 30.0 sf/porches 6.7 sf/fireplace	- sf/1st floor sf/garage	
Square footage of buildings	2,953.8 sf	- sf	
Building height	27.9 ft.	- ft.	28 ft. max.
Parking	1 covered/ 1 uncovered	-	1 covered/1 uncovered
Note: Areas shown highlighted indicate a nonconforming or substandard situation.			

Trees					
Heritage trees**:	11	Non-Heritage trees**:	21	New Trees***:	10
Heritage trees proposed for removal:	2	Non-Heritage trees proposed for removal:	9	Total Number of Trees**:	31

*The subject site is a vacant lot
**Includes trees on an adjacent lots
***Final number of new trees may vary pending review of spacing impacts by project arborist and City Arborist evaluation of revised arborist report.

269 WILLOW ROAD RESIDENCE, MENLO PARK, CA 94025

PROPOSED RESIDENCE

PROJECT DESCRIPTIONS

THIS PROJECT IS BUILD A NEW TWO STORY HOUSE ON A VACANT LOT.

CODE INFORMATION

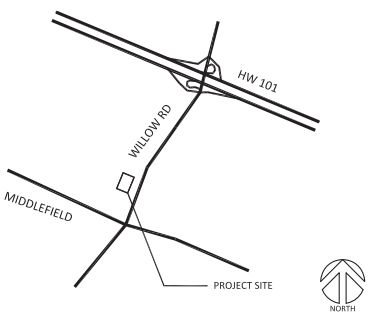
2019 CALIFORNIA BUILDING CODE (C.B.C.) STRUCTURAL ONLY
2019 CALIFORNIA RESIDENTIAL CODE
2019 CALIFORNIA MECHANICAL CODE
2019 CALIFORNIA PLUMBING CODE
2019 CALIFORNIA ELECTRIC CODE
2019 CALIFORNIA ENERGY CODE
(2019BUILDING ENERGY EFFICIENCY STANDARDS)
2019 CALIFORNIA GREEN BUILDING STANDARDS CODE

CITY OF MENLO PARK ORDINANCES

NOTES

1. THE PARCEL IS LOCATED WITHIN SPECIAL FLOOD HAZARD AREA ZONE AE AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP (FIRM) COMMUNITY PANEL NO. 06081C0308E, EFFECTIVE DATE 10/16/12.
   - BASE FLOOD ELEVATION = 48.2
   - DESIGN FLOOD ELEVATION = 49.5
2. THE PROJECT WILL BE DESIGNED TO COMPLY WITH THE CITY'S FLOOD DAMAGE PREVENTION ORDINANCE, CHAPTER 12, SECTION 42
3. ANY FRONTAGE IMPROVEMENTS OR INGRESS/EGRESS EASEMENT AREAS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACE. ALL FRONTAGE IMPROVEMENT WORK SHALL BE IN ACCORDANCE WITH THE LATEST VERSION OF THE CITY STANDARD DETAILS.
4. AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES, INCLUDING UTILITY LATERALS, IN THE PUBLIC RIGHT OF WAY.

VICINITY MAP



DRAWING INDEX

ARCHITECTURAL

PROJECT DATA

OWNER:	CHARLANE CHENG
ADDRESS:	PO BOX 62, CUPERTINO, CA
APN:	062-272-760
OCCUPANCY:	R-3 / U
CONSTRUCTION TYPE:	VB
ZONING:	R1-U
NUMBER OF STORIES:	2

ZONING COMPLIANCE

		EXISTING	PROPOSED	ALLOWED / REQUIRED
LOT SIZE		7,668 +/- S.F.	7,668 +/- S.F.	
FLOOR AREA (FAL)		0	2,917.1 S.F.	2,967 S.F.
2ND FLOOR AREA (FAL)		0	1,134.6 S.F.	1,483.5 S.F.
BUILDING COVERAGE		0	1,819.2 / 7,668 = 23.7 %	35 %
SETBACK				
FRONT	1ST STORY	NA	24'-10" +/-	20 FEET
	2ND STORY		24'-10" +/-	20 FEET
REAR	1ST STORY	NA	20'-0"	20 FEET
	2ND STORY		20'-0"	20 FEET
RIGHT SIDE	1ST STORY	NA	10'-0"	10 FEET
	2ND STORY		25'-0"	10 FEET
LEFT SIDE	1ST STORY	NA	20'-11"	10 FEET
	2ND STORY		36'-10"	10 FEET
HEIGHT		NA	27'-10"	28 FEET

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269 WILLOW ROAD RESIDENCE

CHARLENE CHENG
PO BOX 62, CUPERTINO
CALIFORNIA, 95015
408.772.9476 cel

Rev.	Date	Issue
	01.26.22	PLANNING RESUBMITTAL
	11.28.21	PLANNING SUBMITTAL
	10.28.21	PLANNING SUBMITTAL
	04.18.21	PLANNING SUBMITTAL

Project No: 2021–06
Date: 08–02–2021
Scale: N.T.S

TITLE SHEET

T.0

EXISTING TREES TO REMAIN

TREE #	COMMON NAME	DBH (in.)	VITALITY (0: DEAD, 3:HEALTHY)	HERITAGE TREE	OFF-SITE
3	COAST REDWOOD	16.0	2	YES	YES
7	EUROPEAN PEAR	16.0	2	YES	NO
8	CHERRY	8.3	1	NO	NO
9	COAST LIVE OAK	2.1	3	NO	NO
14	PITTOSPORUM	13.0	1	NO	YES
15	COAST LIVE OAK	8.0	3	NO	YES
16	COAST LIVE OAK	10.0	3	NO	YES
19	OLIVE	11.3	1	NO	YES
20	COAST LIVE OAK	35.4	3	YES	NO
21	RED HORSECHESTNUT	13.0	2	NO	YES
22	PRIVET	4.0	1	NO	YES
23	BAY LAUREL	15.0	2	YES	NO
24	COAST LIVE OAK	24.0	2	YES	YES
25	BAY LAUREL	13.0	1	NO	YES
26	LOQUAT	16.0	1	YES	YES
27	LOQUAT	13.0	1	NO	YES
28	LOQUAT	12.0	2	NO	YES
29	COAST LIVE OAK	6.0	1	NO	YES
30	RED HORSECHESTNUT	22.0	2	YES	YES
31	LONDON PLANE	26.5	2	YES	YES
32	LIQUIDAMBAR	37.0	2	YES	YES

EXISTING TREES TO BE REMOVED

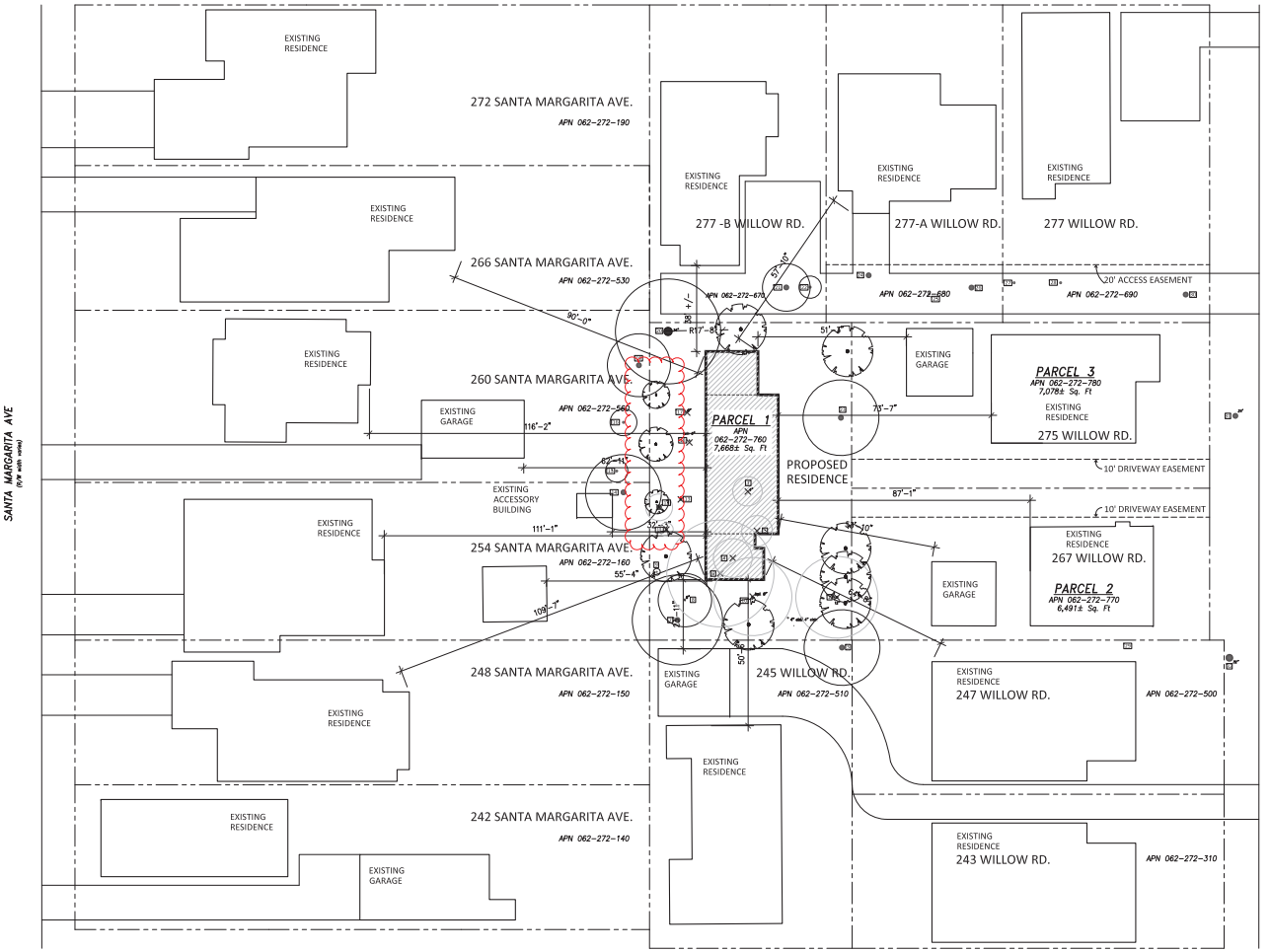
TREE #	COMMON NAME	DBH (in.)	VITALITY (0: DEAD, 3:HEALTHY)	HERITAGE TREE	OFF-SITE
1	MANDARIN	4.0	1	NO	NO
2	APPLE	15.4	1	YES	NO
4	PEACH	4.8	1	NO	NO
5	CITRUS	4.5	1	NO	NO
6	PLUM	18.1	2	YES	NO
10	PLUM	13.8	2	NO	NO
11	CHERRY	1.8	2	NO	NO
12	MANDARIN	3.7	2	NO	NO
13	EUROPEAN PEAR	4.4	0	NO	NO
17	UNKNOWN	4.2	0	NO	NO
18	COMMON FIG	7.4	0	NO	NO

LEGEND:

NEW RESIDENCE

NEW TWO-STORY RESIDENCE

EXISTING RESIDENCE



0' 8' 16' 32'

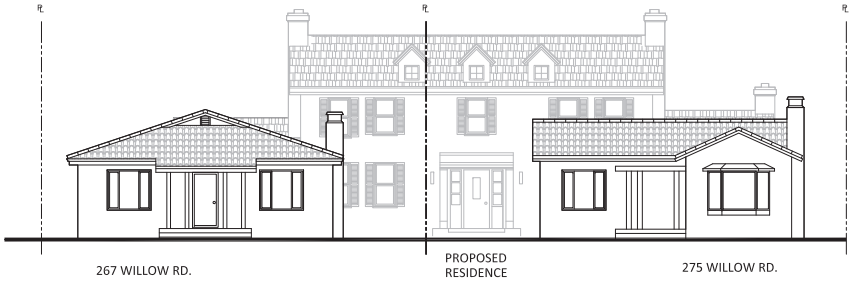
AREA PLAN :
269 WILLOW ROAD

1"=20'-0"

STREETSCAPE 269 WILLOW ROAD

1/8"=1'-0"

0' 4' 8' 16'



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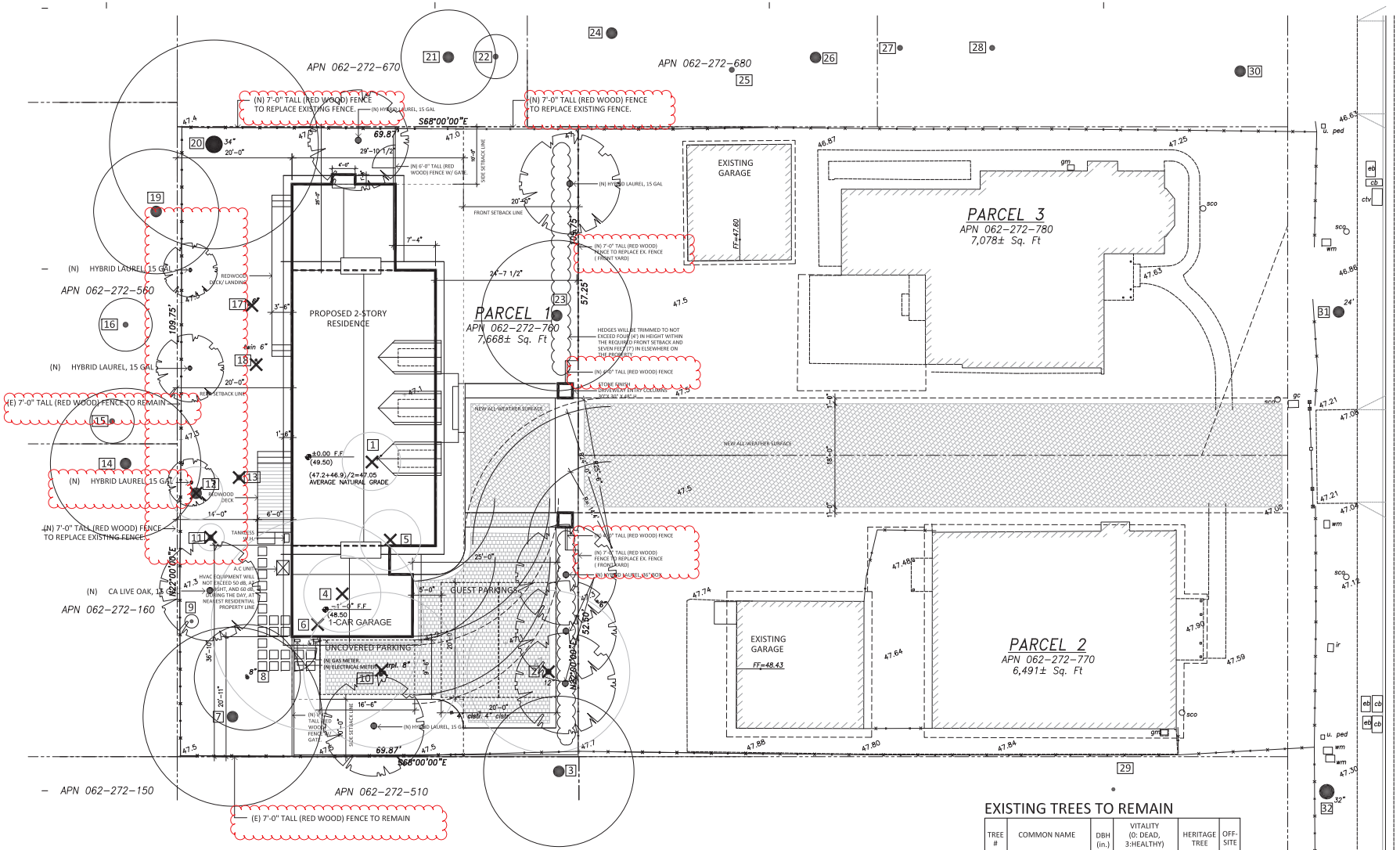
1	04.18.21	PLANNING SUBMITTAL

Project No: 2021-06
Date: 08-02-2021
Scale: AS NOTED

AREA PLAN AND STREETSCAPE

A1.0



ENLARGED SITE PLAN

1/8"=1'-0"

EXISTING TREES TO BE REMOVED

TREE #	COMMON NAME	DBH (in.)	VITALITY (0: DEAD, 3:HEALTHY)	HERITAGE TREE	OFF-SITE
1	MANDARIN	4.0	1	NO	NO
2	APPLE	15.4	1	YES	NO
4	PEACH	4.8	1	NO	NO
5	CITRUS	4.5	1	NO	NO
6	PLUM	18.1	2	YES	NO
10	PLUM	13.8	2	NO	NO
11	CHERRY	1.8	2	NO	NO
12	MANDARIN	3.7	2	NO	NO
13	EUROPEAN PEAR	4.4	0	NO	NO
17	UNKNOWN	4.2	0	NO	NO
18	COMMON FIG	7.4	0	NO	NO

EXISTING TREES TO REMAIN

TREE #	COMMON NAME	DBH (in.)	VITALITY (0: DEAD, 3:HEALTHY)	HERITAGE TREE	OFF-SITE
3	COAST REDWOOD	16.0	2	YES	YES
7	EUROPEAN PEAR	16.0	2	YES	NO
8	CHERRY	8.3	1	NO	NO
9	COAST LIVE OAK	2.1	3	NO	NO
14	PITTOSPORUM	13.0	1	NO	YES
15	COAST LIVE OAK	8.0	3	NO	YES
16	COAST LIVE OAK	10.0	3	NO	YES
19	OLIVE	11.3	1	NO	YES
20	COAST LIVE OAK	35.4	3	YES	NO
21	RED HORSECHESTNUT	13.0	2	NO	YES
22	PRIVET	4.0	1	NO	YES
23	BAY LAUREL	15.0	2	YES	NO
24	COAST LIVE OAK	24.0	2	YES	YES
25	BAY LAUREL	13.0	1	NO	YES
26	LOQUAT	16.0	1	YES	YES
27	LOQUAT	13.0	1	NO	YES
28	LOQUAT	12.0	2	NO	YES
29	COAST LIVE OAK	6.0	1	NO	YES
30	RED HORSECHESTNUT	22.0	2	YES	YES
31	LONDON PLANE	26.5	2	YES	YES
32	LIQUIDAMBAR	37.0	2	YES	YES

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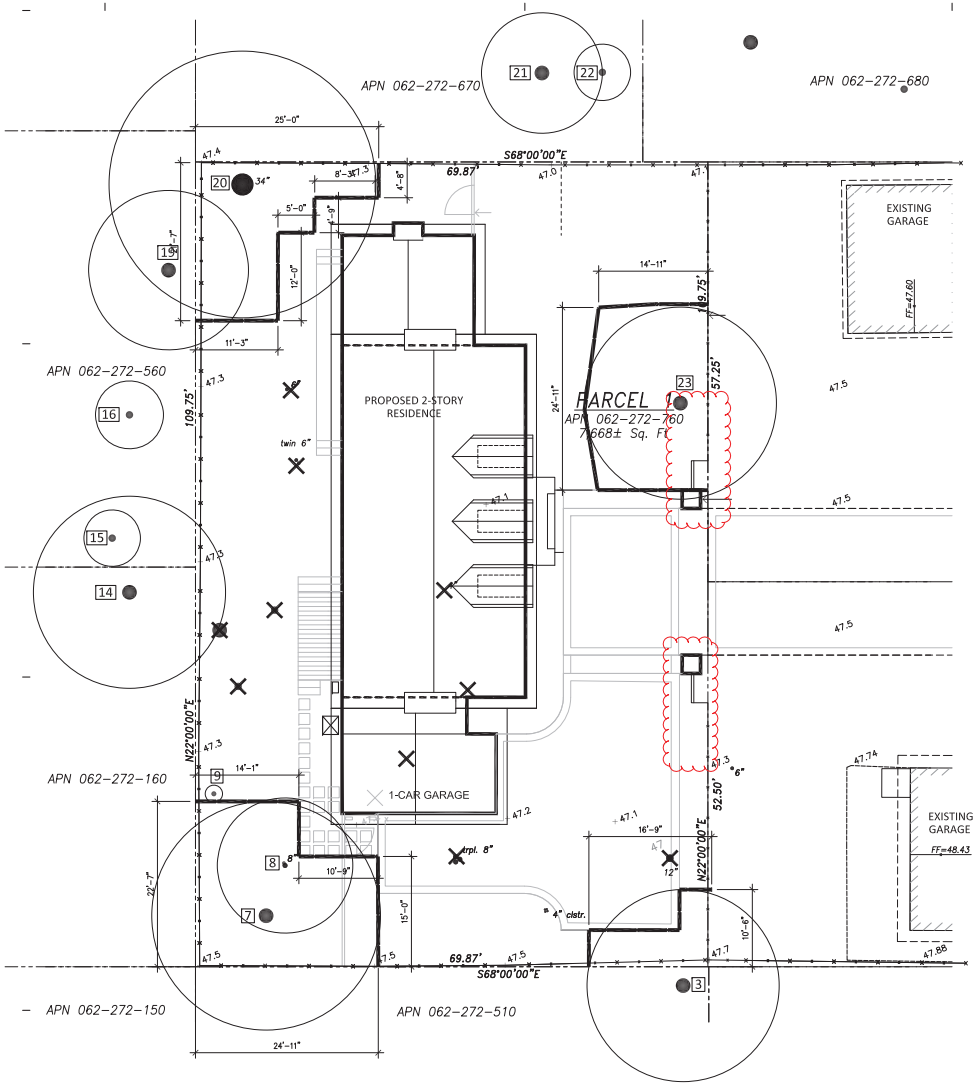
Project No: 2021-06
Date: 08-02-2021
Scale: 1/8"=1'-0"

SITE PLAN

A1.1



LEGEND:

- NEW FIRST FLOOR / GARAGE AREA
- NEW 2ND FLOOR
- EXISTING RESIDENCE
- TREE PROTECTION FENCE

0' 4' 8' 16'

ENLARGED SITE PLAN

1/8"=1'-0"

TREE PROTECTION NOTES

Design Phase

1. When placing sewer and other underground utilities, either:
a. Place them as far away from tree trunks as practical (preferably outside TPZs), or
b. Specify installation via directional boring at a depth of at least 3 feet.

2. Explore design options to minimize impacts to heritage trees #3, 7, 20, and 23.

Preconstruction Phase

1. Remove trees #1, 2, 4-6, 10-13, 17, 18 (only #2 and 6 are heritage trees).

2. Install tree protection fencing, approximately as shown in the Tree Map, below.
a. Distances from trunk centers are given on the Tree Map.
b. Fencing for some trees may need to be slightly closer to the trunk to allow for access to the proposed house.
i. If fencing will need to be moved more than 2 feet closer to the tree than specified, contact the project arborist for guidance.
c. Please be aware that tree protection zones may differ from canopy sizes.
d. Tree protection fencing shall comprise 6' chain link fabric mounted on 1.5" diameter metal posts driven into the ground. (continued on next page)
e. Place a 6" layer of wood chips inside tree protection fencing.
f. Tree protection fencing shall adhere to the requirements in the document titled "Tree Protection Specifications," available at

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

Construction Phase

1. Maintain tree protection measures as specified above.

2. Excavation for portions of proposed house and pavement within TPZs shall be performed as follows:
a. Hand-excavate nearest edge within tree protection zone to the full depth of the feature being installed or to a depth of three feet, whichever is shallower.
b. If roots over 1" must be severed, do so with a sharp saw or bypass pruners as close to the edge of excavation as possible.
c. Notify project arborist when excavation is complete. Project arborist shall inspect work to make sure all roots have been cut cleanly.
d. If excavation will be left open for more than 3 days:
i. Cover excavation wall nearest tree with several layers of burlap or other absorbent fabric
ii. Install a timer and soaker hoses to irrigate with potable water twice per day, enough to wet fabric thoroughly.

Post-Construction Phase

1. Install two new 15-gallon trees as replacements for heritage trees #2 and 6.
a. The DBHs of these trees are 15.4 and 18.1, respectively. According to the Heritage Tree Ordinance Administrative Guidelines, a heritage tree 15-20" in DBH must be replaced with a 15-gallon container.

2. Provide supplemental irrigation for trees #4 and 5 for at least 3 years to aid in root regrowth. Note that tree #5 should only be irrigated during the normal wet season (October-May), and only if rainfall is below average.

TREE PROTECTION SPECIFICATIONS

1. A 6" layer of coarse mulch or woodchips is to be placed beneath the dripline of the protected trees. Mulch is to be kept 12" from the trunk.
2. A protective barrier of 6' chain link fencing shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if authorized by the Project Arborist or City Arborist but not closer than 2' from the trunk of any tree. Fence posts shall be 1.5" in diameter and are to be driven 2' into the ground. The distance between posts shall not be more than 10'. This enclosed area is the Tree Protection Zone (TPZ).
3. Movable barriers of chain link fencing secured to cement blocks can be substituted for "fixed" fencing if the Project Arborist and City Arborist agree that the fencing will have to be moved to accommodate certain phases of construction. The builder may not move the fence without authorization form the Project Arborist or City Arborist.
4. Where the City Arborist or Project Arborist has determined that tree protection fencing will interfere with the safety of work crews, Tree Wrap may be used as an alternative form of tree protection. Wooden slats at least one inch thick are to be bound securely, edge to edge, around the trunk. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the outside of the wooden slats. Major scaffold limbs may require protection as determined by the City Arborist or Project Arborist. Straw waddle may also be used as a trunk wrap by coiling the waddle around the trunk up to a minimum height of six feet from grade. A single layer or more of orange plastic construction fencing is to be wrapped and secured around the straw waddle.
5. Avoid the following conditions.
DO NOT:
a. Allow run off of spillage of damaging materials into the area below any tree canopy.
b. Store materials, stockpile soil, or park or drive vehicles within the TPZ.
c. Cut, break, skin, or bruise roots, branches, or trunks without first obtaining authorization from the City Arborist.
d. Allow fires under and adjacent to trees.
e. Discharge exhaust into foliage.
f. Secure cable, chain, or rope to trees or shrubs.
g. Trench, dig, or otherwise excavate within the dripline or TPZ of the tree(s) without first obtaining authorization from the City Arborist.
h. Apply soil sterilants under pavement near existing trees.
6. Only excavation by hand or compressed air shall be allowed within the dripline of trees. Machine trenching shall not be allowed.
7. Avoid injury to tree roots. When a ditching machine, which is being used outside of the dripline of trees, encounters roots smaller than 2", the wall of the trench adjacent to the trees shall be hand trimmed, making clear, clean cuts through the roots. All damaged, torn and cut roots shall be given a clean cut to remove ragged edges, which promote decay. Trenches shall be filled within 24 hours, but where this is not possible, the side of the trench adjacent to the trees shall be kept shaded with four layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet. Roots 2" or larger, when encountered, shall be reported immediately to the Project Arborist, who will decide whether the Contractor may cut the root as mentioned above or shall excavate by hand or with compressed air under the root. Root is to be protected with dampened burlap.
8. Route pipes outside of the area that is 10 times the diameter of a protected tree to avoid conflict with roots.
9. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the dripline of the tree. The boring shall take place not less than 3' below the surface of the soil in order to avoid encountering "feeder" roots.
10. Trees that have been identified in the arborist's report as being in poor health and/or posing a health or safety risk, may be removed or pruned by more than one-third, subject to approval of the required permit by the Planning Division. Pruning of existing limbs and roots shall only occur under the direction of a Certified Arborist.
11. Any damage due to construction activities shall be reported to the Project Arborist or City Arborist within six hours so that remedial action can be taken.
12. An ISA Certified Arborist or ASCA Registered Consulting Arborist shall be retained as the Project Arborist to monitor the tree protection specifications. The Project Arborist shall be responsible for the preservation of the designated trees. Should the builder fail to follow the tree protection specifications, it shall be the responsibility of the Project Arborist to report the matter to the City Arborist as an issue of non-compliance.
13. Violation of any of the above provisions may result in sanctions or other disciplinary action.
MONTHLY INSPECTIONS
It is required that the site arborist provide periodic inspections during construction. Four-week intervals would be sufficient to access and monitor the effectiveness of the Tree Protection Plan and to provide recommendations for any additional care or treatment.

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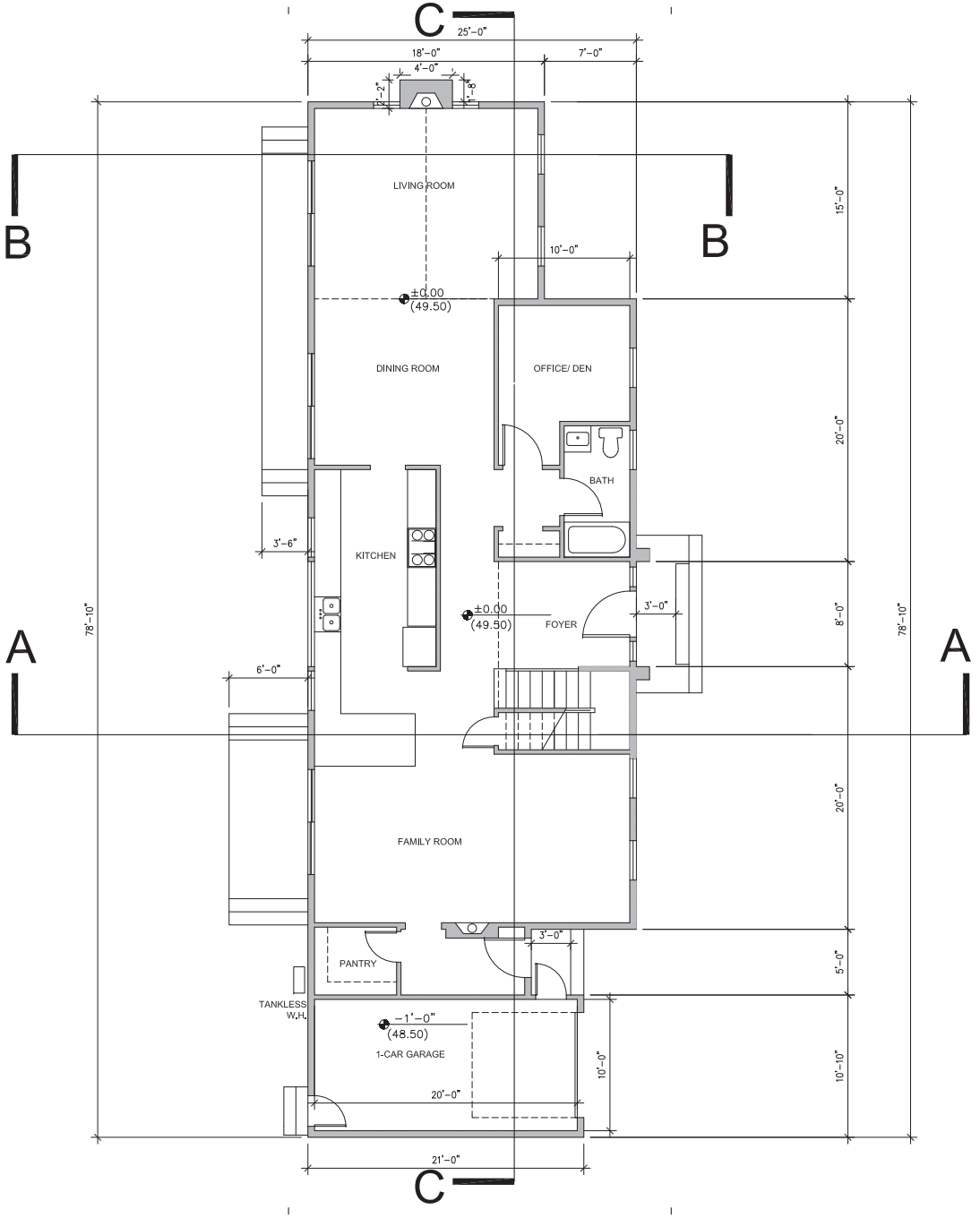
	10.28.21	PLANNING SUBMITTAL
	04.18.21	PLANNING SUBMITTAL

Project No: 2021-06
Date: 08-02-2021
Scale: 1/8"=1'-0"

TREE PROTECTION PLAN

A1.2



0' 4' 8' 16'

1ST FLOOR PLAN

1/4"=1'-0"

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Project No: 2021-06
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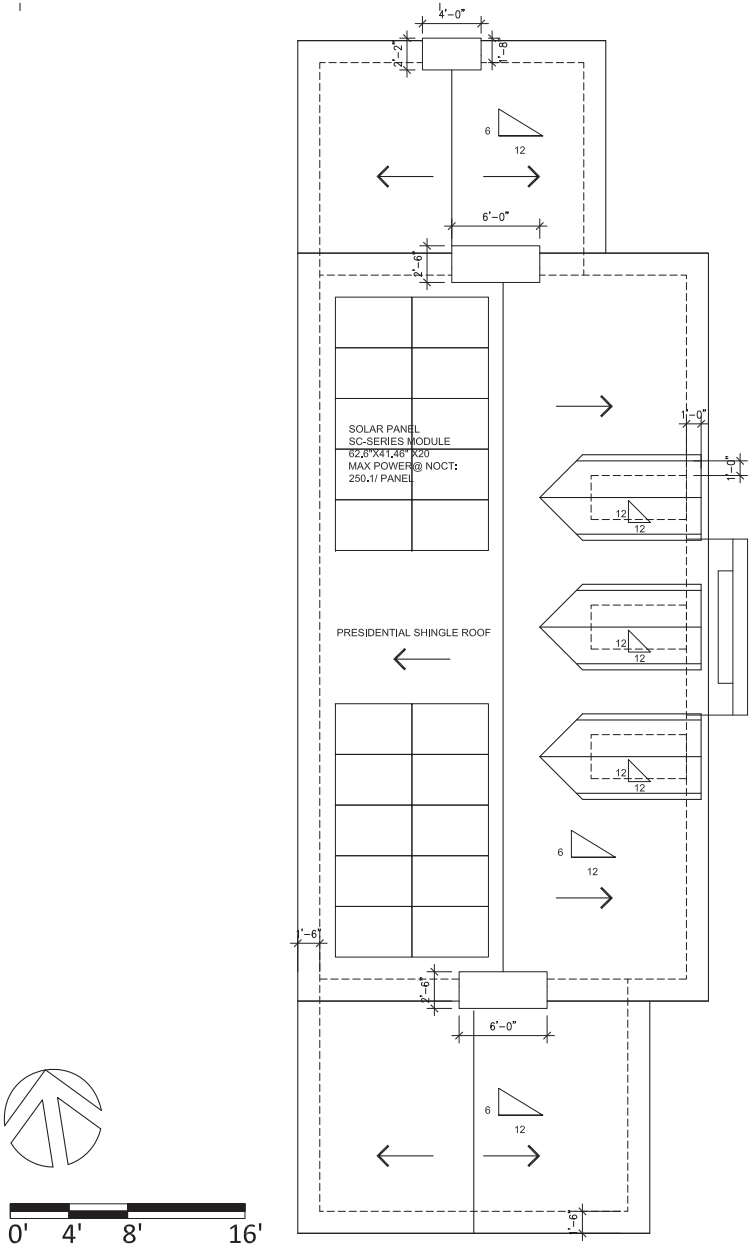
Scale: 1/4"=1'-0"

1ST FLOOR PLAN

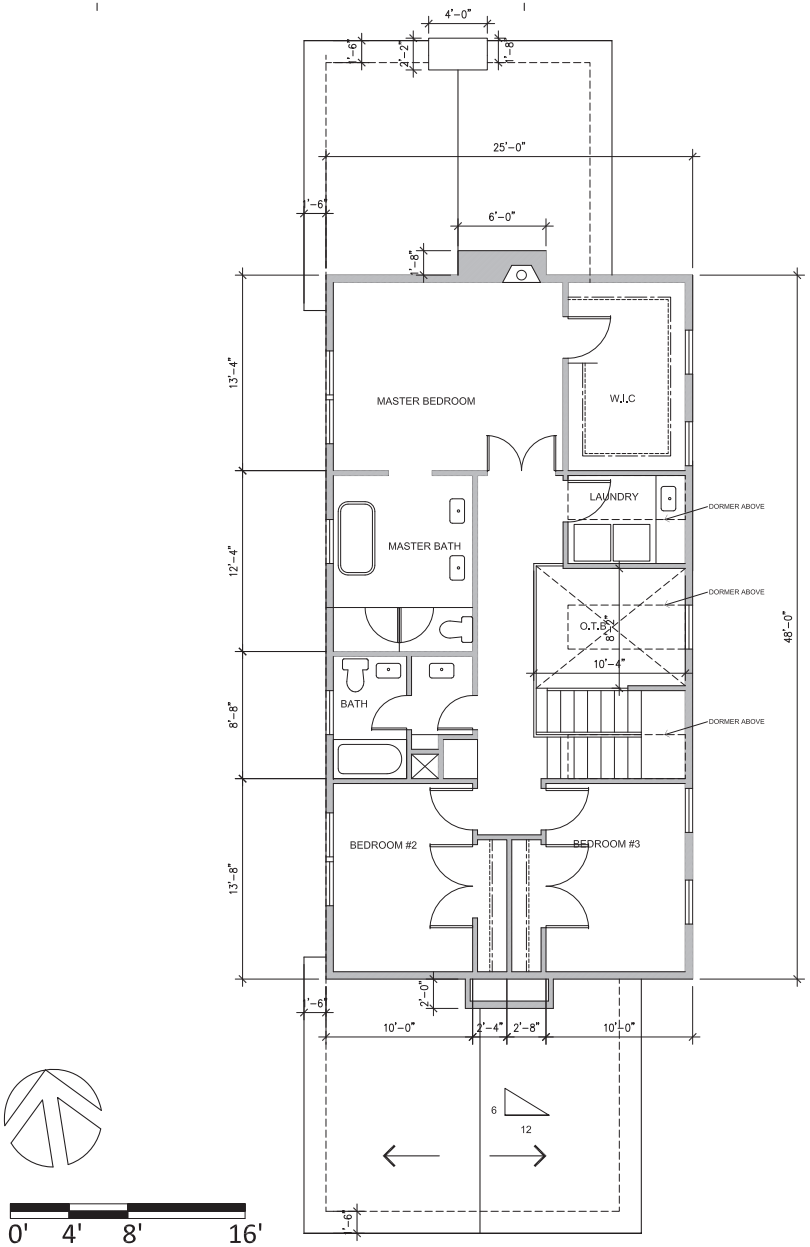
A2.1



0' 4' 8' 16'

ROOF PLAN

1/4"=1'-0"



0' 4' 8' 16'

2ND FLOOR PLAN

1/4"=1'-0"

Z S D ARCHITECTS,INC
ARCHITECTURE . PLANNING . ILLUSTRATION

353 Costello Dr.
Los Altos CA94024
tel. 408.348.6885
cel. 408.464.5631

henryhzeng@yahoo.com

269 WILLOW ROAD
RESIDENCE

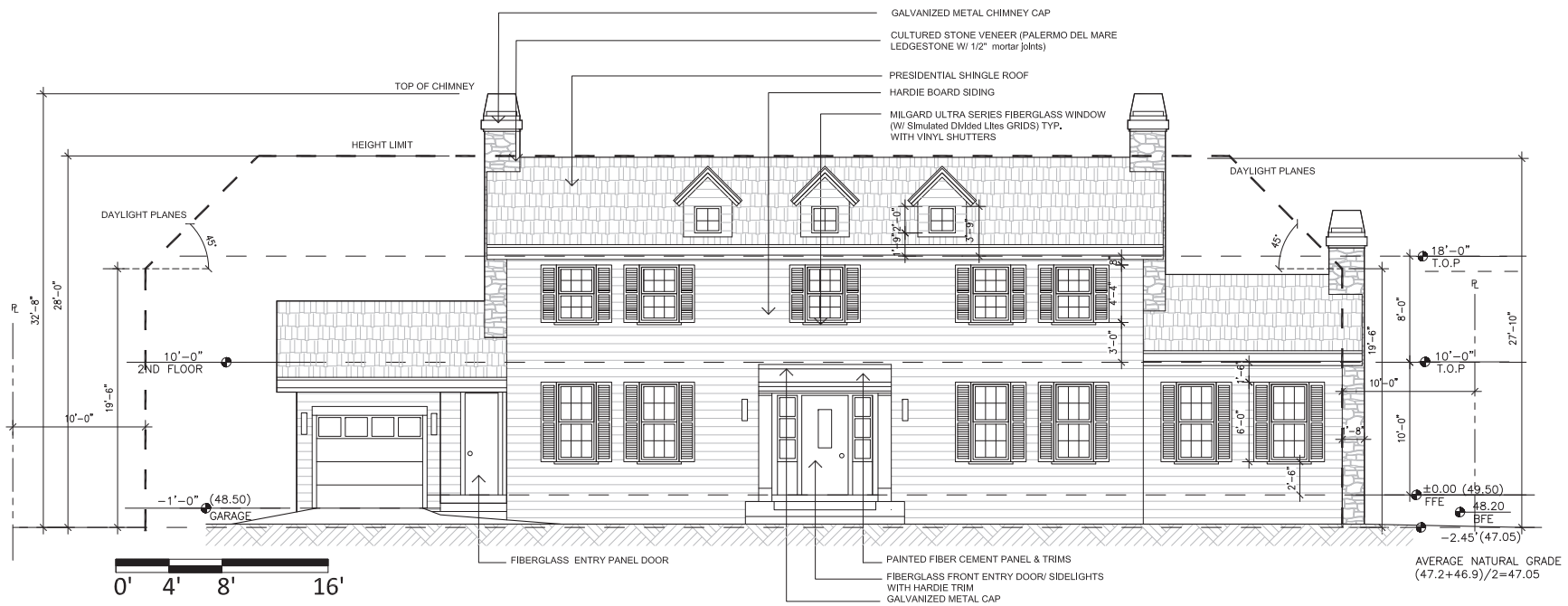
CHARLENE CHENG
PO BOX 62, CUPERTINO
CALIFORNIA, 95015
408.772.9476 cel

Rev.	Date	Issue
	11.28.21	PLANNING RESUBMITTAL
	10.28.21	PLANNING SUBMITTAL
	04.16.21	PLANNING SUBMITTAL

Project No: 2021-06
Date: 08-02-2021
Scale: 1/4"=1'-0"

2ND FLOOR PLAN & ROOF

A2.2



FRONT(EAST) ELEVATION

1/4"=1'-0"

PRESIDENTIAL SHINGLE ROOF

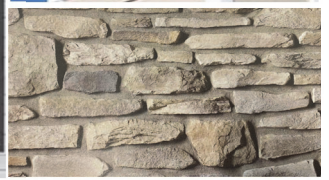
HARDIE BOARD SIDING

GARAGE DOOR

FRONT ENTRY DOOR/ SIDELIGHTS WITH HARDIE TRIM

MILGARD FIBGLASS WINDOW WITH VINYL SHUTTERS

GALVANIZED METAL CHIMNEY CAP



CULTURED STONE VENEER (PALERMO DEL MARE LEDGESTONE W/ 1/2" mortar joints)

LIGHTING FIXTURE

MATERIAL SAMPLE IMAGES

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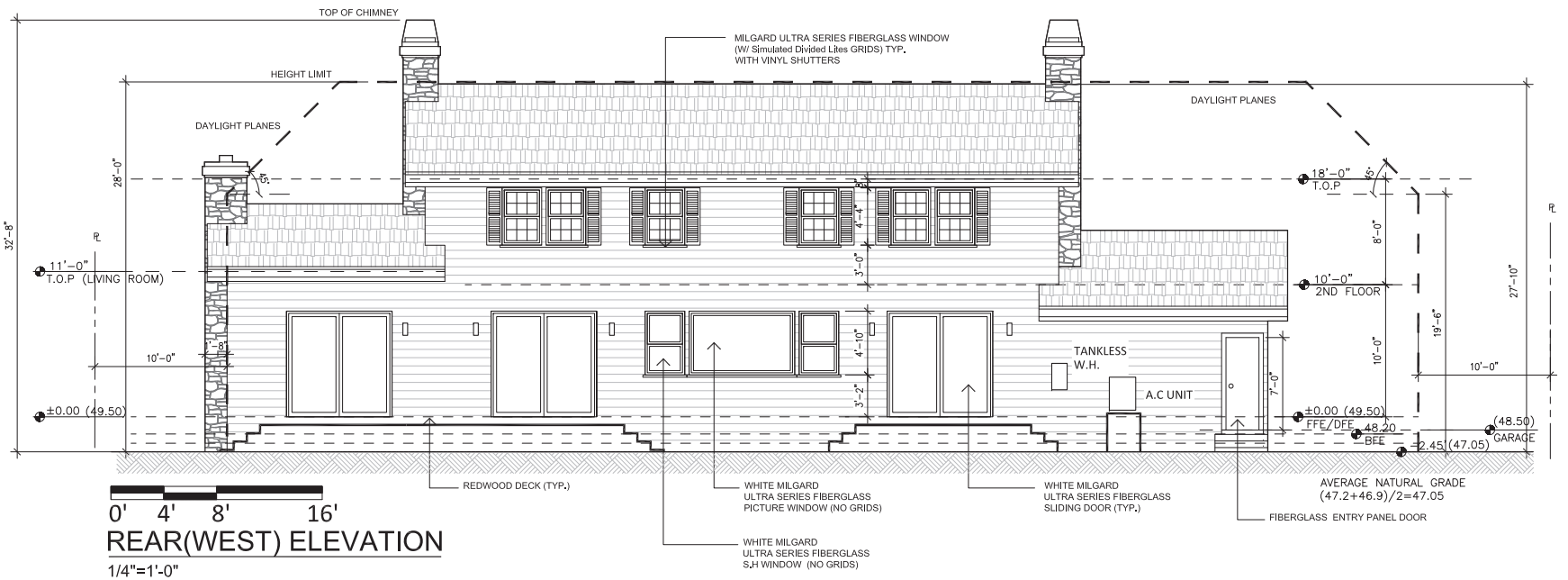
Scale: 1/4"=1'-0"

FRONT ELEVATION
& MATERIAL SAMPLE IMAGES

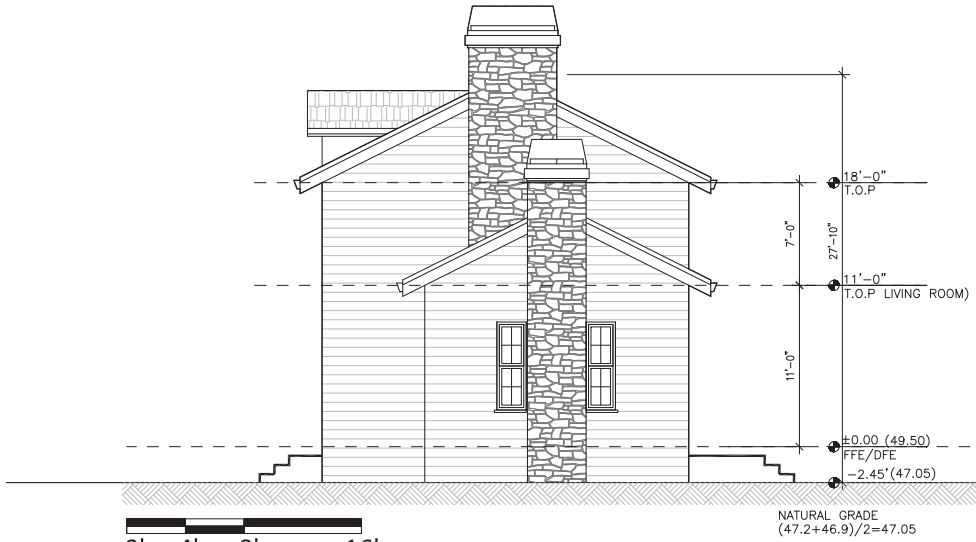
A3.1



0' 4' 8' 16'

REAR(WEST) ELEVATION

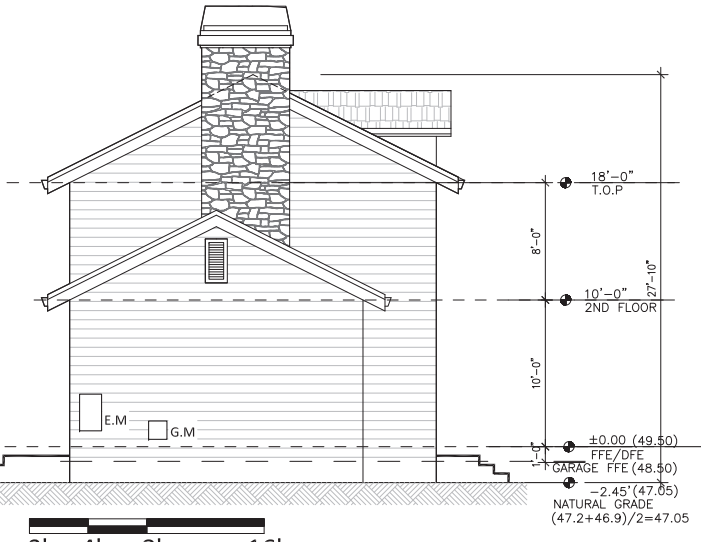
1/4"=1'-0"



0' 4' 8' 16'

RIGHT(NORTH) SIDE ELEVATION

1/4"=1'-0"



0' 4' 8' 16'

LEFT(SOUTH) SIDE ELEVATION

1/4"=1'-0"

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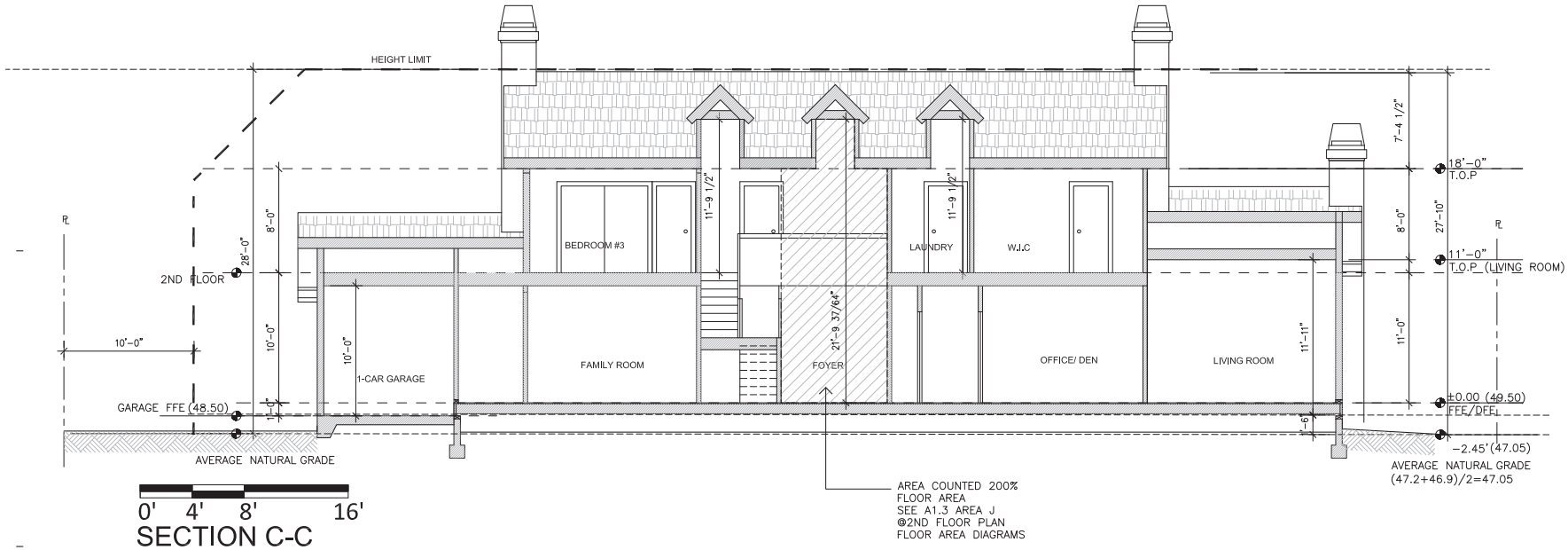
	04.18.21	PLANNING SUBMITTAL

Project No: 2021-06
Date: 08-02-2021
Scale: 1/4"=1'-0"

ELEVATIONS

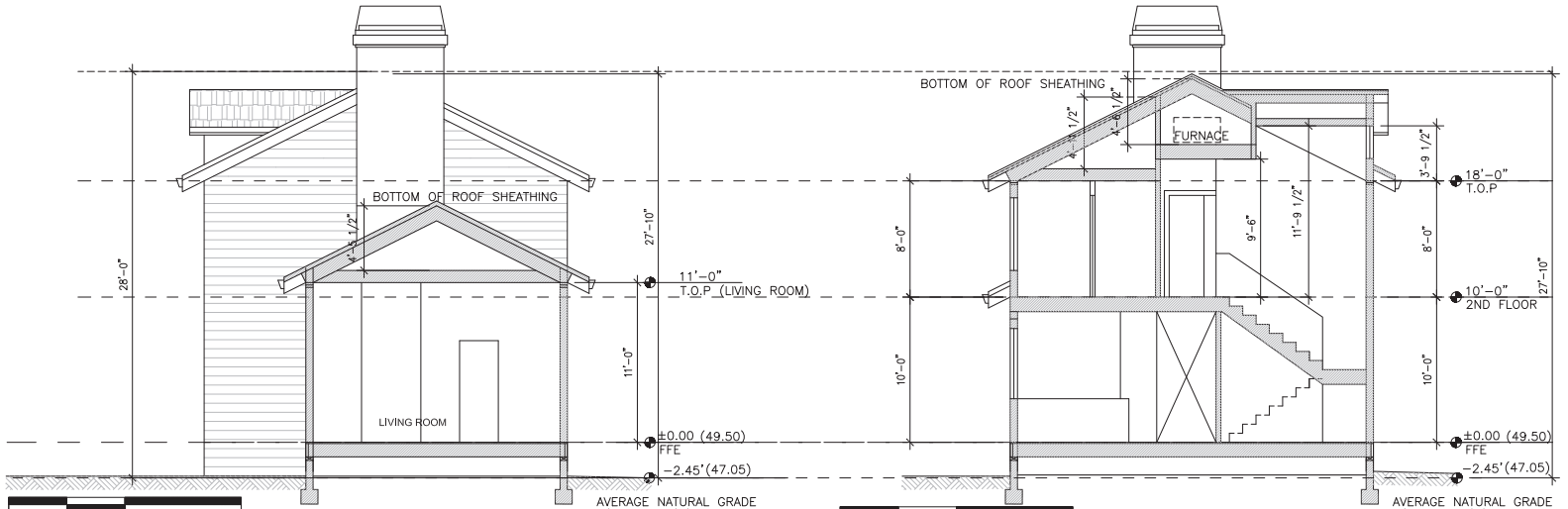
A3.2



0' 4' 8' 16'

SECTION C-C

1/4"=1'-0"



0' 4' 8' 16'

SECTION B-B

1/4"=1'-0"

0' 4' 8' 16'

SECTION A-A

1/4"=1'-0"

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Project No: 2021-06
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Scale: 1/4"=1'-0"

SECTIONS

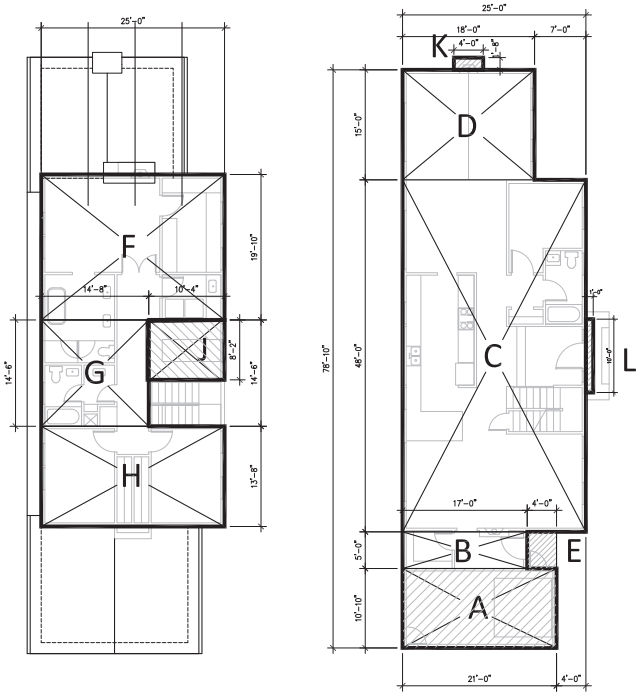
A3.3

FLOOR AREA CALCULATION

SECTION	DIMENSION	AREA
A (1 CAR GARAGE)	21'-0" X10'-10"	227.5 S.F.
B	17'-0" X 5'-0"	85.0 S.F.
C	25'-0" X 48-0"	1,200.0 S.F.
D	18'-0" X 15'-0"	270.0 S.F.
1ST FLOOR TOTAL AREA	A+B+C+D	1,782.5 S.F.
F	25'-0" X 19'-10"	495.8 S.F.
G	14'-8" X 14'-6"	212.7 S.F.
H	25'-0" X 13'-8"	341.7 S.F.
J (DOUBLE HEIGHT SPACE ABOVE FOYER> 12'-0")	10'-4" X 8'-2"	84.4 S.F.
2ND FLOOR LIVING AREA	F+G+H+J	1,134.6 S.F.
TOTAL FLOOR AREA LIMIT (FAL)	A+B+C+D+F+G+H+J	2,917.1 S.F.

BUILDING COVERED AREA CALCULATION

SECTION	DIMENSION	AREA
A (1 CAR GARAGE)	21'-0" X10'-10"	227.5 S.F.
B	17'-0" X 5'-0"	85.0 S.F.
C	25'-0" X 48-0"	1,200.0 S.F.
D	18'-0" X 15'-0"	270.0 S.F.
E (PORCH)	4'-0" X 5'-0"	20.0 S.F.
K (FIREPLACE)	4'-0" X 1'-8"	6.7 S.F.
L (ENTRY PORCH)	10'-0" X 1'-0"	10.0 S.F.
BUILDING COVERED AREA	A+B+C+D+E **+K +L**	1,819.2 S.F.
LOT AREA		7,668 S.F.
BUILDING COVERAGE	1,819.2 S.F./ 7,668 S.F. =	23.7 %



2ND FLOOR PLAN

1ST FLOOR PLAN

0' 4' 8' 16'

FLOOR AREA DIAGRAMS

1/8"=1'-0"

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ARCHITECTURE . PLANNING . ILLUSTRATION

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269 WILLOW ROAD
RESIDENCE

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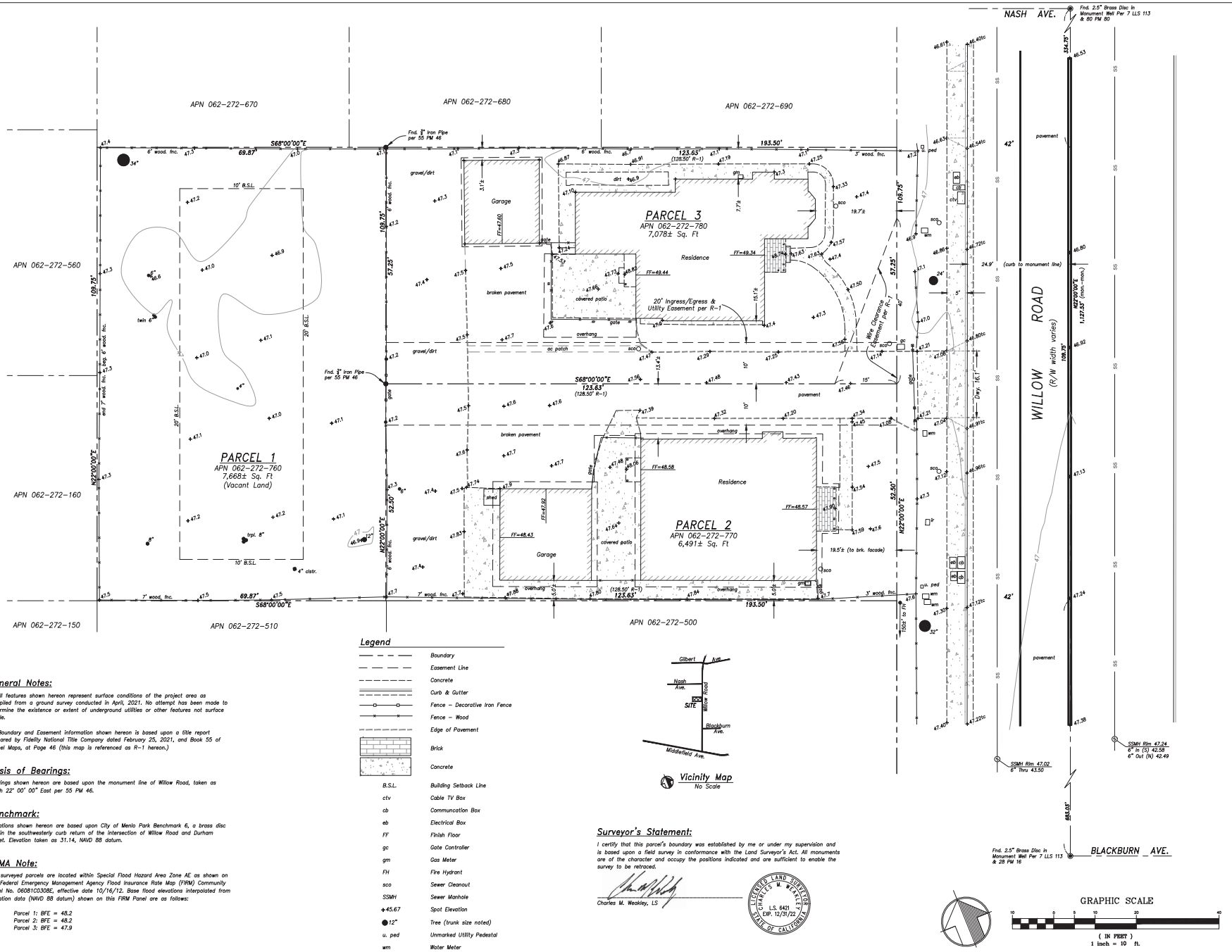
Project No: 2021–06
Date: 08–02–2021
Scale: 1/8"=1'–0"

FAL/ BUILING COVERAGE DIAGRAMS

A4.0



Legend

	Boundary
	Easement Line
	Concrete
	Curb & Gutter
	Fence – Decorative Iron Fence
	Fence – Wood
	Edge of Pavement
	Brick
	Concrete
B.S.L.	Building Setback Line
ctv	Cable TV Box
cb	Communcation Box
eb	Electrical Box
FF	Finish Floor
gc	Gate Controller
gm	Gas Meter
FH	Fire Hydrant
sco	Sewer Cleanout
SSMH	Sewer Manhole
+45.67	Spot Elevation
12"	Tree (trunk size noted)
u. ped	Unmarked Utility Pedestal
wm	Water Meter

Vicinity Map
No Scale

General Notes:

1) All features shown hereon represent surface conditions of the project area as compiled from a ground survey conducted in April, 2021. No attempt has been made to determine the existence or extent of underground utilities or other features not surface visible.

2) Boundary and Easement information shown hereon is based upon a title report prepared by Fidelity National Title Company dated February 25, 2021, and Book 55 of Parcel Maps, at Page 46 (this map is referenced as R-1 hereon.)

Basis of Bearings:

Bearings shown hereon are based upon the monument line of Willow Road, taken as North 22° 00' 00" East per 55 PM 46.

Benchmark:

Elevations shown hereon are based upon City of Menlo Park Benchmark 6, a brass disc set in the southwesterly curb return of the intersection of Willow Road and Durham Street. Elevation taken as 31.14, NAVD 88 datum.

FEMA Note:

The surveyed parcels are located within Special Flood Hazard Area Zone AE as shown on the Federal Emergency Management Agency Flood Insurance Rate Map (FIRM) Community Panel No. 06081C0308E, effective date 10/16/12. Base flood elevations interpolated from elevation data (NAVD 88 datum) shown on this FIRM Panel are as follows:

Parcel 1: BFE = 48.2
Parcel 2: BFE = 48.2
Parcel 3: BFE = 47.9

Surveyor's Statement:

I certify that this parcel's boundary was established by me or under my supervision and is based upon a field survey in conformance with the Land Surveyor's Act. All monuments are of the character and occupy the positions indicated and are sufficient to enable the survey to be retraced.

Charles M. Weakley, LS

LICENSED LAND SURVEYOR CHARLES M. WEAKLEY L.S. 6421 STATE OF CALIFORNIA

L.S. 6421
EXP. 12/31/22

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

REV.	DATE	DESCRIPTION	BY
2	08/05/21	Added information per City Comments	CMW
1	05/01/21	Revise Surveyors Stmt. / Add monuments	CMW

APPROVED DATE

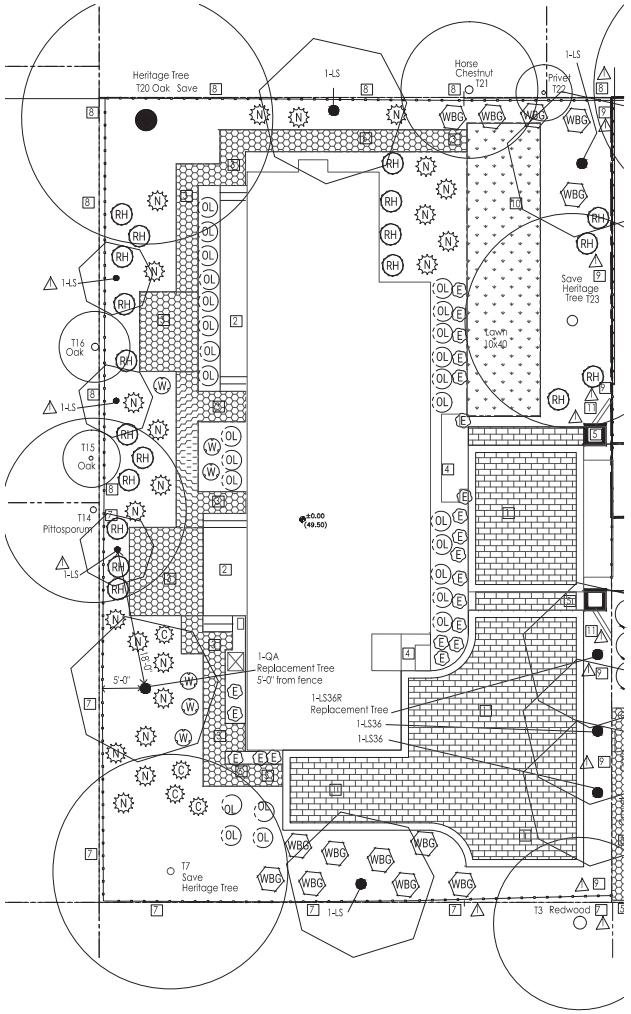
MOUNTAIN PACIFIC SURVEYS
1735 Enterprise Dr, Suite 103
Fairfield, CA 94533
PH (707) 425-9234
FAX (707) 425-1969

BOUNDARY AND TOPOGRAPHIC SURVEY
267-275 WILLOW ROAD
CITY OF MENLO PARK - SAN MATEO COUNTY - CALIFORNIA

DATE April 16, 2021
SCALE 1" = 10'
DRAWN C. Weakley
CHECKED
JOB NO. 521032
SHEET NO. 1
OF 1

Landscape Notes

1) See sheets L4 and L5 for Details and Specs.
2) Exact location of plants on site to be adjusted so as to best coordinate with irrigation component locations, lights, drainage features, and swales
3) Use 3 inch deep mulch in all planting areas. Provide owner with different mulch samples and prices including Mahogany colored Wonder Mulch from Vision Recycling in Fremont. Another mulch possibility is nitrolized redwood sawdust. Some of mulch is gravel as noted on plan.
4) Install plants for all plant circles shown on the plan even if they aren't labeled. Call for clarification. For bidding purposes, if no one is available to answer questions, assume that any plant circle scaled less than 8' wide is 5 gal. size and any circle scaled larger is 15 gal. size
5) The plan is schematic. Don't install plants too close to edges of paving or buildings. Keep valves and quick couplers away from trees.
6)Uncompact soil that has been compacted during building construction. Do not do excessive digging under existing tree canopies. Dig plant pits only and don't dig up entire area under existing tree canopies.
7) When installing utility lines hand digging, boring, air spade, or other excavation method as approved by the Project Arborist shall be considered to protect existing mature trees. Consult with the Project Arborist prior to adjusting locations of utility lines. Read the project arborist's tree report and tree protection plan concerning the protection of all existing trees to be saved during construction.
8)Any frontage improvements which are damaged as a result of construction will be required to be replaced
An encroachment permit from the Engineering Division is required prior to any construction activities in the public right of way. A list of requirements for encroachment permit submittal can be found on the City's webpage at: https://www.menlopark.org/202/Encroachment-Permits
9) Refer to most recent tree report by Aesculus Arboricultural Consulting for tree protection measures during construction
10) A Landscape Audit Report from a Certified Professional will be required post construction.



I have complied with the criteria of the water conservation in landscaping ordinance and applied them for the efficient use of water in the landscape and irrigation design plan.
Greg Lewis 2/7/22 GregLewis

Landscape Site/ Planting Plan

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

Plant Legend

KEY	QTY	SIZE	BOTANICAL NAME	COMMON NAME	WUCOLS IV water use RATING
REPLACEMENT TREES					
QA	1	15 gal	Quercus agrifolia Replacement tree	CA Live Oak	LOW
LS	6	15 gal	Laurus Saratoga or Olea Swan Hill	Hybrid Laurel	LOW
LS36R	1	36" box	Laurus Saratoga Replacement tree - max height 40' per Selectree web site	Hybrid Laurel	LOW
LS36	2	36" box	Laurus Saratoga Replacement tree Screening tree for neighbor - max height 40' per Selectree web site	Hybrid Laurel	LOW
MEDIUM SHRUBS					
RH	18	5	Rhaphiolepis indica Clara	India Hawthorne	LOW
GROUND COVERS					
C	4	1	Carex divulsa	European Grey Sedge	LOW
E	21	1	Elgaron karvinskianus	Santa Barbara Daisy	LOW
N	22	1	Lomandra longifolia Nyalla	Nyalla Mat Rush	LOW
W	6	1	Nepeta faassenii 'Walkers Low'	Catmint	LOW
OL	26	1	Olea europaea 'Little Ollie'	Dwarf Olive	LOW
WBG	13	1	Westringia fruticosa	Blue Gem Coast Rosemary	LOW
LAWN		sod	Bonzai Dwarf Fescue w/ 2x4 rough redwood header		HIGH

Ask owners if they want to upsize any plants if the budget allows
Plant count is for planning purposes only. Contractor is to do own plant count and install all plants shown on the plan. Do not make substitutes without written approval of Landscape Architect

Heritage Replacement Trees

KEY	DIA.	COMMON NAME	REPLACEMENT TREE QTY/SIZE/SPECIES	REPLACEMENT VALUE REQUIRED
HERITAGE TREE REMOVED				
T2	15.4"	Apple	One 15 gal. Coast Live Oak	$200.00
T6	18.1"	Plum	One 36" box Laurus Saratoga	$200.00
			Only one 15 gal is required but we are upsizing for screen tree	

Landscape Site Legend

1. Driveway - Pervious Pavers with 6 inch wide concrete edge restraint colored to go well with pavers - owner to select brand, pattern, and color
2. Low Deck - See architect's plans
3. Gravel - 3" deep such as crushed $\frac{3}{4}$" granite - owner to select gravel color - don't use gravel with a lot of white. Do not use white dolomite. Install pervious weed cloth under gravel. Use 2x4 RWD header bd.
4. Landings and Steps - Conc. or conc. with tile or paver facing - also see architect's plans
5. Masonry or Painted Stucco Pilars
6. 3' wide x 7' tall solid wood gate and 6' tall fence
7. Existing 7' tall fence in good condition to remain
8. New solid wood 7' tall fence
9. New solid wood 7' tall fence
10. 6'x13' shallow gravel basin below grade with soil and lawn on top of it - see civil plans
11. 4' long x 4' high section of wood fence to transition from 4' tall masonry pillar to 7' tall fence

Revision
2/7/22
Fence height increased in selected areas
Screen trees added on rear prop. line

GREGORY LEWIS LANDSCAPE ARCHITECT #2178
736 Park Way Santa Cruz, CA 95065 (831) 359-0900
lewislandscape@sbcglobal.net

LANDSCAPE ARCHITECT GREGORY LEWIS No. 2178 2/7/22 STATE OF CALIFORNIA

New Residence
269 Willow Rd, Menlo Park

Date 11/29/21
Scale As Noted
Drawn Greg
Job
Sheet L1
of 7

MP WILLOW CAPITAL LLC
353 Costello Drive
Los Altos CA 94024

269 Willow Rd
Project Description Letter
Feb 8, 2022

Parcel General Information

The 7668 +/- sqft parcel is a **vacant lot** that approximately 110' x 70'. The applicant is proposing to construct a new two-story single-family residence with an attached 1-car garage. A shared new paver driveway will be replaced with the current cracked concrete driveway.

There are two heritage trees are recommended for removal, the permit HTR2021-00095 has been approved. After discussing with 247 Willow Road neighbor, the key replacement trees are including one 15 gallons California live oak and six of 36" box of Hybrid Laurel which serve as screening trees. Per neighbors' request, we have added 3 additional screening trees along the rear property line and change some of the 4' fence heights in the side and front yard setbacks to taller fences. Please refer details on L1 of the landscape plan set.

Proposed Single Family Residence

The architectural style selected for the proposed home is the **Colonial Revival** which we believe that best blends in the neighborhood. As we know the

Colonial Revival style encompasses a number of architectural traditions, such as English, Dutch, and Spanish colonial influences that were combined during the late nineteenth and early-twentieth-centuries to create buildings that celebrated Colonial America. The ground level of the new home will have a living room, family room, Kitchen, formal dining and a private office with a bathroom. The

second floor will have three bedrooms with two bathrooms and a laundry room. The open floor plan designed to appeal to families. There is attention paid to indoor-outdoor living, which contributes to healthy living and home value.

Neighborhood Outreach

We have contacted the owners of 277,277A,277B, 243,245,247 Willow Rd and 254,260 Santa Margarita Ave. We have communicated and hand delivered a copy of the draft of the architectural design to all the adjacent neighbors. They were all pleased that finally a new development is happening on the vacant lot. Some of the neighbors were more excited that finally new fences would be installed around the property as well. Daniel Hom the owner of 247 Willow had some concerns regarding this new development and we have addressed his concerns via emails and in person. The last visit to the neighbors was on Jan 16th, 2022. We have sent the most updated plan to the neighbors on Feb 8th,2022.

Best, Charlene Cheng
PM@MP Willow Capital LLC
Charlene2005@gmail.com
408-772-9476

Aesculus
Arboricultural Consulting

1/24/2022

Charlene Cheng
MP Willow Capital LLC
353 Costello Dr.
Los Altos, California 94024
(408) 772-9476
charlene2005@gmail.com

Re: Tree protection for proposed new residence at 267-275 Willow Rd, Menlo Park, California 94025

Dear Charlene,

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

Summary

There are six heritage trees on this property, one heritage tree overhanging from an adjacent property, and two street trees overhanging the property. Two, both heritage trees on this property, are recommended for removal, as they conflict with project features.

There are an additional 21 trees present on and adjacent to the property which do not belong to any class of protected trees. Of these, six are recommended for removal, as they conflict with project features. Three more are recommended for removal because they are dead.

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

Assignment and Limits of Report

We have been asked to write a report detailing impacts to trees from construction of the proposed new single-family house on this property. This report may be used by our client and other project members as needed to inform all stages of the project.

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

Tree Regulations

The Report is intended to satisfy tree reporting requirements for the City of Menlo Park, as detailed in relevant portions of the document titled "Heritage Tree Ordinance Administrative Guidelines," available at: https://www.menlopark.org/DocumentCenter/View/25577/Heritage-tree-ordinance-administrative-guidelines---draft

Tree protection measures are intended to be consistent with the document titled "Tree Protection Specifications," available at: https://www.menlopark.org/DocumentCenter/View/90/Tree-Protection-Specifications

Observations

Current Site Conditions

The property is currently vacant, though old landscape plants indicate that it may once have been used as a back yard. Access is through a wide shared driveway for the houses between this property and Willow Road.

Trees

There are six heritage trees on this property, three overhanging the property from adjacent properties, and two street trees (Images 1-8). Two are coast live oaks (*Quercus agrifolia*), six are other large-stature ornamental trees, and three are fruit trees.

There are an additional 21 trees present on and adjacent to the property which do not belong to any class of protected trees. Three of these are dead.

Project Features

A single-family home is proposed on the rear parcel of the property, which is currently occupied by landscaped area.

A paver driveway is proposed at the front of the property. A new paver path is proposed on the south side of the house. A new patio is proposed at the rear of the house, near the southwest corner just north of the garage.

A storm drain is proposed around the perimeter of the house, feeding into a proposed gravel basin in the northeast corner of the property.

A vehicle gate is proposed at the entrance to the property, to be installed on two large posts.

Potential Conflicts

Trees #1, 4-6 - the house footprint conflicts directly with these trees.

Trees #2, 10 - the proposed driveway conflicts directly with these trees' trunks.

Trees #3, 7, 8 - a portion of the proposed driveway lies within these trees' TPZs.

Trees #9, 14-16, 19, 21, 22, 24-32 - no project features lie within these trees' TPZs.

Trees #11-13, 17, 18 - the proposed walkway around the house conflicts directly with these trees' trunks.

Tree #20 - portions of the proposed storm drain, walkway, and house lie within this tree's TPZ.

Tree #23 - portions of the proposed storm drain, gravel basin, and northern fence post lie within this tree's TPZ.

Testing and Analysis

Tree DBHs were taken using a diameter tape measure if trunks were accessible. The DBHs of trees with non-accessible trunks were estimated visually. All trees were inventoried. Full tree protection analysis was performed for all trees with protected status.

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

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

We visited the site once, on 4/7/2021. All observations and photographs in this report were taken at that site visit.

This report is based on the 11-page plan set titled "269 Willow Road Residence," last revised 12/15/2021, provided to me electronically by the client

Discussion

Tree Protection Zones (TPZ's)

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

Contrary to popular belief, roots of all tree species grow primarily in the top two feet of soil, with a small number of roots sometimes occurring at greater depths. Some species have taproots when young, but these almost universally disappear with age. At maturity, a tree's root system may extend out from the trunk farther than the tree is tall.

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

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

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

Some of the tree species present here are not evaluated in Trees & Construction. Our own evaluation of them based on our experience with the species is as follows:

Species	Estimated tolerance	Reason for tolerance rating
Loquat	1	Insufficient experience with this species leads us to assign it the most conservative rating

Roots and Foundations

Tree roots do not generally grow under houses, as foundation installation requires these areas to be heavily compacted and dry. As discussed above, these conditions do not meet trees' needs for root colonization. Roots may grow under houses if foundations are poorly installed, or if trees are growing in contact with the foundation.

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

Conclusions

Trees #1, 2, 4-6, 10-13, 17, 18 - these trees are incompatible with the project as proposed.

Trees #3, 7, 8 - impacts to trees #3 and 7 from the proposed driveway will likely be minor. Impacts to tree #8 will likely be major.

Trees #9, 14-16, 19, 21, 22, 24-32 - significant impacts to these trees are unlikely from the project as proposed.

Tree #20 - combined impacts to this tree from the proposed storm drain, walkway, and house will likely be moderate to major.

Tree #23 - combined impacts to this tree from the proposed storm drain, gravel basin, and northern fence post will likely be moderate to major.

Recommendations

Design Phase

1. When placing sewer and other underground utilities, either:
    a. Place them as far away from tree trunks as practical (preferably outside TPZs), or
    b. Specify installation via directional boring at a depth of at least 3 feet.
2. Explore design options to minimize impacts to heritage trees #3, 7, 20, and 23.

Preconstruction Phase

1. Remove trees #1, 2, 4-6, 10-13, 17, 18 (only #2 and 6 are heritage trees).
2. Install tree protection fencing, approximately as shown in the Tree Map, below.
    a. Distances from trunk centers are given on the Tree Map.
    b. Fencing for some trees may need to be slightly closer to the trunk to allow for access to the proposed house.
        i. If fencing will need to be moved more than 2 feet closer to the tree than specified, contact the project arborist for guidance.
    c. Please be aware that tree protection zones may differ from canopy sizes.
    d. Tree protection fencing shall comprise 6’ chain link fabric mounted on 1.5” diameter metal posts driven into the ground. (continued on next page)

e. Place a 6” layer of wood chips inside tree protection fencing.
f. Tree protection fencing shall adhere to the requirements in the document titled “Tree Protection Specifications,” available at https://www.menlopark.org/DocumentCenter/View/90/Tree-Protection-Specifications

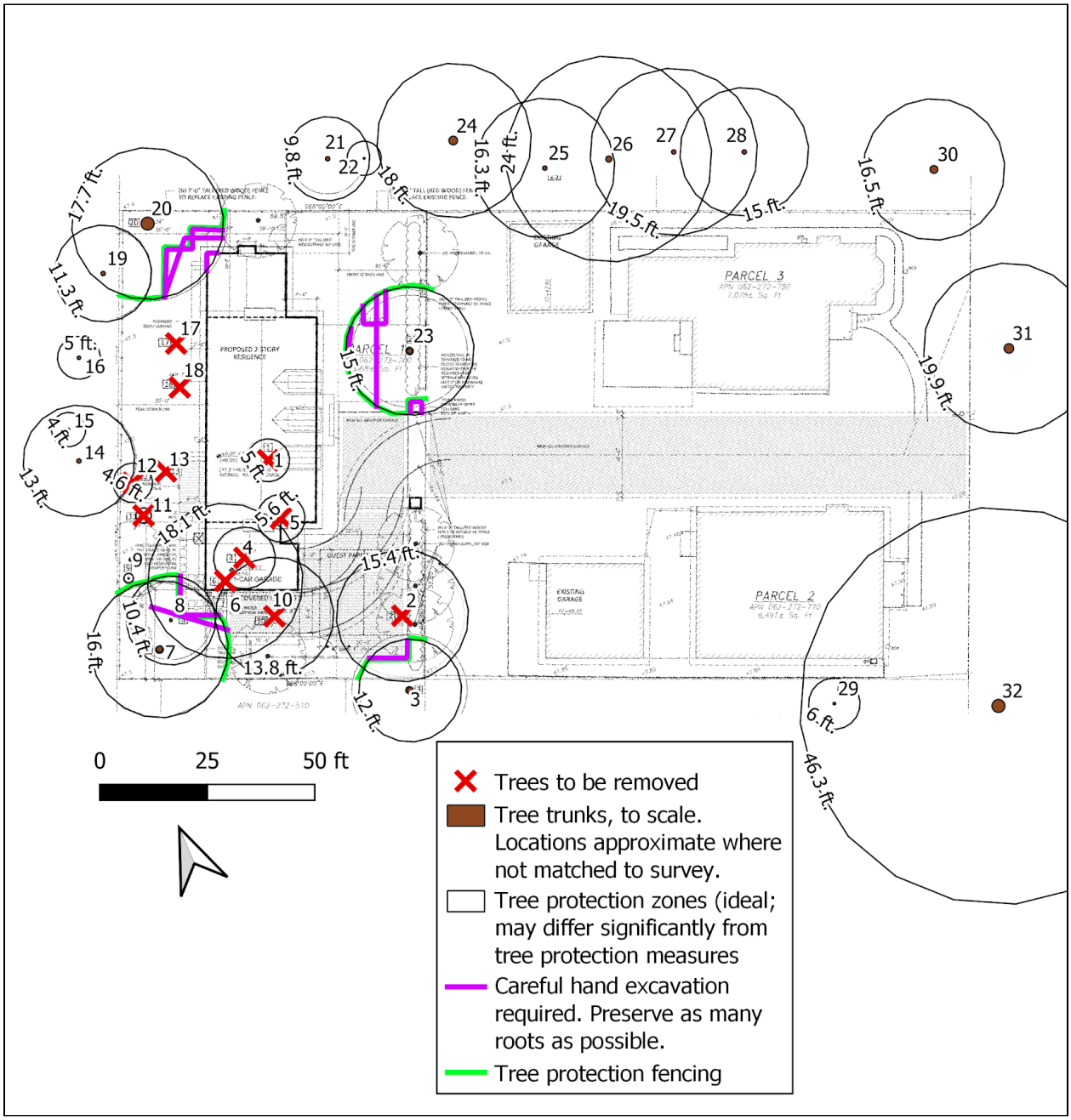
Construction Phase

1. Maintain tree protection measures as specified above.
2. Excavation for portions of proposed house and pavement within TPZs shall be performed as follows:
    a. Hand-excavate nearest edge within tree protection zone to the full depth of the feature being installed or to a depth of three feet, whichever is shallower.
    b. If roots over 1” must be severed, do so with a sharp saw or bypass pruners as close to the edge of excavation as possible.
    c. Notify project arborist when excavation is complete. Project arborist shall inspect work to make sure all roots have been cut cleanly.
    d. If excavation will be left open for more than 3 days:
        i. Cover excavation wall nearest tree with several layers of burlap or other absorbent fabric
        ii. Install a timer and soaker hoses to irrigate with potable water twice per day, enough to wet fabric thoroughly.

Post-Construction Phase

1. Install two new 15-gallon trees as replacements for heritage trees #2 and 6.
    a. The DBHs of these trees are 15.4 and 18.1, respectively. According to the Heritage Tree Ordinance Administrative Guidelines, a heritage tree 15-20” in DBH must be replaced with a 15-gallon container.
2. Provide supplemental irrigation for trees #4 and 5 for at least 3 years to aid in root regrowth. Note that tree #5 should only be irrigated during the normal wet season (October-May), and only if rainfall is below average.

Tree Map


PARCEL 3
PARCEL 2
PARCEL 1
PROPOSED 2 STORY RESIDENCE
EXISTING GARAGE
0
25
50 ft
Trees to be removed
Tree trunks, to scale. Locations approximate where not matched to survey.
Tree protection zones (ideal; may differ significantly from tree protection measures
Careful hand excavation required. Preserve as many roots as possible.
Tree protection fencing

Supporting Photographs

Image 1: apple #2 (note trunk damage in right-hand photograph)

Image 2: plum #6

Image 3: coast live oak #20

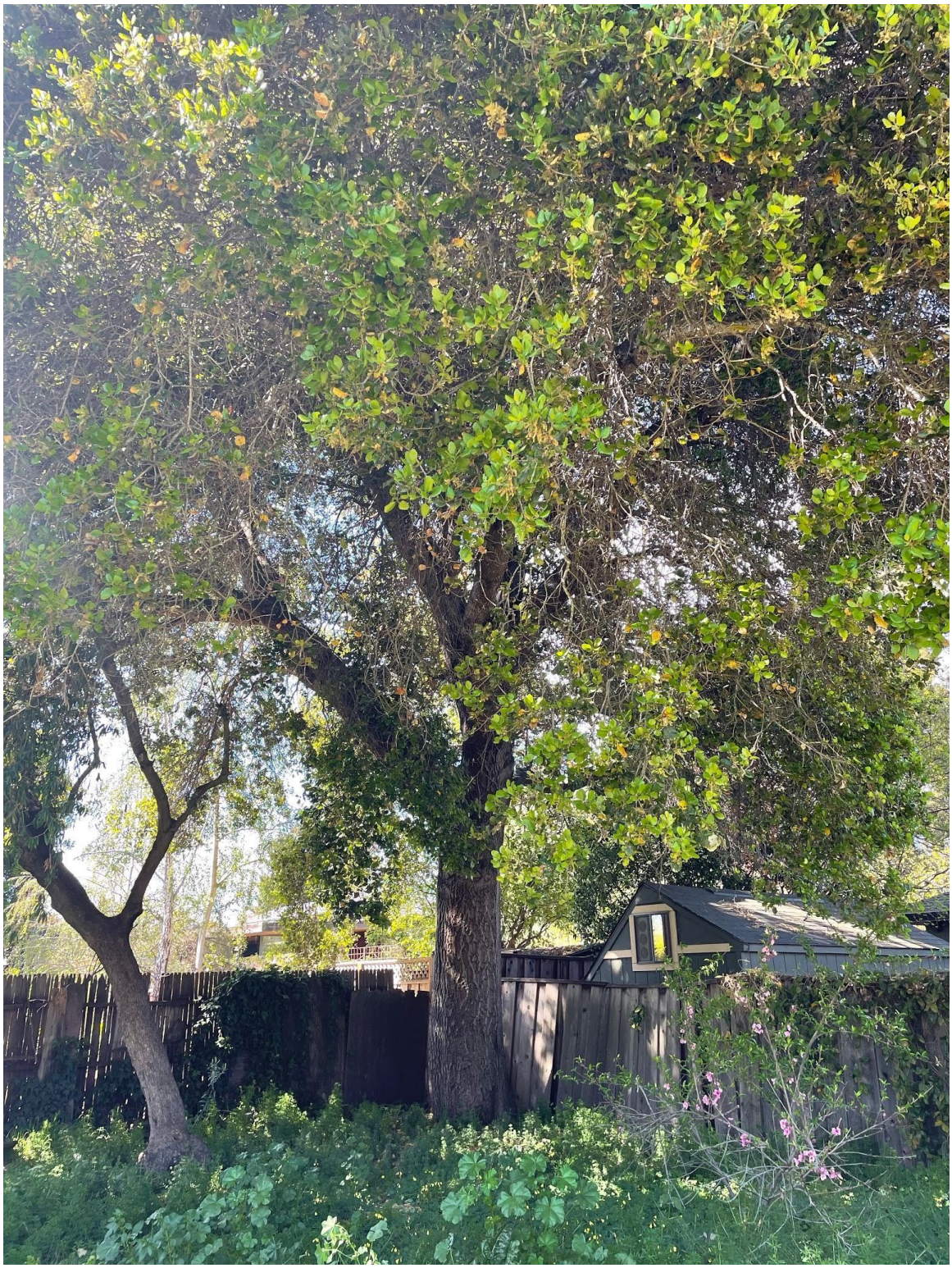


Image 4: coast live oak #24

Image 5: bay laurel #23

Image 6: red horsechestnut #30

Image 7: London plane #31

Image 8: liquidambar #32

Respectfully submitted,

Katherine Naegele
Consulting Arborist
Aesculus Arboricultural Consulting, LLC
Master of Forestry, UC Berkeley
ISA Certified Arborist #WE-9658A
ISA Tree Risk Assessment Qualified
American Society of Consulting Arborists, Member
Cell: 650 209-0631

Terms of Assignment

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

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

Tree #	Common Name	Species	DBH (inches)	Vitality	Heritage Tree?	Street Tree?	Off-Site Tree?	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	TPZ radius (ideal; feet from center of trunk	Expected Impacts (for Heritage/Street/Off-Site trees only)	Notes
1	Mandarin	Citrus reticulata	4.0	1				X	$680.00	2	5.0	Conflicts with proposed house	-
2	Apple	Malus domestica	15.4	1	X			X	$5,100.00	3	15.4	Conflicts with proposed driveway	Trunk is damaged from a prior leader failure. Ganoderma conk is present in damaged area.
3	Coast redwood	Sequoia sempervirens	16.0	2	X		X		$6,400.00	3	12.0	Minor from driveway	Neighbor tree. DBH estimated.
4	Peach	Prunus persica	4.8	1				X	$250.00	1	7.2	Conflicts with proposed house	-
5	Citrus	Citrus sp.	4.5	1				X	$770.00	2	5.6	Conflicts with proposed house	-
6	Plum	Prunus sp.	18.1	2	X			X	$5,300.00	2	18.1	Conflicts with proposed house	Very poor structure from past pruning
7	European pear	Pyrus communis	16.0	2	X				$6,300.00	2	16.0	Minor from driveway	-
8	Cherry	Prunus sp.	8.3	1					$1,180.00	2	10.4	Major from proposed storm drain, major from proposed walkway	-
9	Coast live oak	Quercus agrifolia	2.1	3					$180.00	3	1.1	-	-
10	Plum	Prunus sp.	13.8	2				X	$2,790.00	2	13.8	Conflicts with proposed driveway	-

Tree #	Common Name	Species	DBH (inches)	Vitality	Heritage Tree?	Street Tree?	Off-Site Tree?	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	TPZ radius (ideal; feet from center of trunk	Expected Impacts (for Heritage/Street/Off-Site trees only)	Notes
11	Cherry	Prunus sp.	1.8	2				X	$140.00	2	1.8	Conflicts with proposed walkway	-
12	Mandarin	Citrus reticulata	3.7	1				X	$400.00	2	4.6	Conflicts with proposed walkway	-
13	European pear	Pyrus communis	4.4	0				X	$0.00	2	0.0		-
14	Pittosporum	Pittosporum sp.	13.0	1					$2,080.00	3	13.0	-	-
15	Coast live oak	Quercus agrifolia	8.0	3					$1,630.00	3	4.0	-	-
16	Coast live oak	Quercus agrifolia	10.0	3					$2,690.00	3	5.0	-	-
17	Unknown	N/A	4.2	-				X	$0.00	N/A	0.0	Conflicts with proposed walkway	-
18	Common Fig	Ficus carica	7.4	0				X	$0.00	3	0.0	Conflicts with proposed walkway	-
19	Olive	Olea europaea	11.3	1					$1,890.00	3	11.3	-	-
20	Coast live oak	Quercus agrifolia	35.4	3	X				$32,400.00	3	17.7	Moderate to major overall - moderate from new storm drain; moderate from proposed walkway; minor from proposed house	Tree protection fencing may need to be moved slightly closer for access to house corner
21	Red horsechestnut	Aesculus x carnea	13.0	2			X		$6,200.00	3	9.8	-	Neighbor tree. DBH estimated.

Tree #	Common Name	Species	DBH (inches)	Vitality	Heritage Tree?	Street Tree?	Off-Site Tree?	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	TPZ radius (ideal; feet from center of trunk	Expected Impacts (for Heritage/Street/Off-Site trees only)	Notes
22	Privet	Ligustrum lucidum	4.0	1			X		$450.00	3	4.0	-	Neighbor tree. DBH estimated.
23	Bay laurel	Laurus nobilis	15.0	2	X				$8,300.00	2	15.0	Moderate to major overall - moderate from storm drain; minor from gravel basin; minor from proposed fence pillar	-
24	Coast live oak	Quercus agrifolia	24.0	2	X		X		$16,800.00	3	18.0	Minimal	TPZ appears to end just beyond property line fence. Neighbor tree. DBH estimated.
25	Bay laurel	Laurus nobilis	13.0	1			X		$4,990.00	2	16.3	-	Neighbor tree. DBH estimated.
26	Loquat	Eryobotria japonica	16.0	1	X		X		$2,820.00	1	24.0	Minimal	Activity within the TPZ is very unlikely. Neighbor tree. DBH estimated.
27	Loquat	Eryobotria japonica	13.0	1			X		$1,870.00	1	19.5	-	Neighbor tree. DBH estimated.
28	Loquat	Eryobotria japonica	12.0	2			X		$2,800.00	1	15.0	-	Neighbor tree. DBH estimated.
29	Coast live oak	Quercus agrifolia	6.0	1			X		$590.00	3	6.0	-	Neighbor tree. DBH estimated.

Tree #	Common Name	Species	DBH (inches)	Vitality	Heritage Tree?	Street Tree?	Off-Site Tree?	Remove?	Appraised Value	Species Construction Tolerance (1 = poor, 3 = good)	TPZ radius (ideal; feet from center of trunk	Expected Impacts (for Heritage/Street/Off-Site trees only)	Notes
30	Red horsechestnut	Aesculus x carnea	22.0	2	X		X		$14,600.00	3	16.5	Minimal	Activity within the TPZ is very unlikely. Neighbor tree. DBH estimated.
31	London plane	Platanus x acerifolia	26.5	2	X	X			$13,600.00	3	19.9	Minimal	Activity within the TPZ is very unlikely
32	Liquidambar	Liquidambar styraciflua	37.0	2	X	X	X		$25,100.00	1	46.3	Minimal	Activity within the TPZ is very unlikely. Neighbor tree. DBH estimated.

Paz, Ori

From: Daniel Hom <Daniel.Hom@bloomenergy.com>
Sent: Thursday, January 27, 2022 3:33 AM
To: Charlene Cheng; Paz, Ori
Cc: Daniel Hom
Subject: Re: Urgent please review this Final 269 Willow Plan Set and reply

Hi Charlene,
Yes I received your email and update. Glad that you're able to have the taller fence. I could not envision the previous design with the other neighbors.
Regards,
Daniel

From: Charlene Cheng <charlene2005@gmail.com>
Sent: Wednesday, January 26, 2022 7:50:03 PM
To: Paz, Ori <OriPaz@menlopark.org>
Cc: Daniel Hom <Daniel.Hom@bloomenergy.com>; Daniel Hom <danielkhom@aol.com>
Subject: Re: Urgent please review this Final 269 Willow Plan Set and reply

---

Hi Daniel

Attached is the revised Landscape Plan for 269 Willow, Menlo Park

We have added 3 screen trees along the rear property line and changed some of the 4' fence heights in the side and front yard setbacks to taller fences.

Please let me know if you have any questions and please confirm upon receipt.

BR,
Charlene

On Tue, Jan 25, 2022 at 1:55 PM Paz, Ori <OriPaz@menlopark.org> wrote:

> Hi Daniel,

A request for a seven foot fence at the front of 269 Willow Road could be added. However, if both neighbors are in agreement of a seven foot height fence and the fence is located at the rear of the adjacent property, instead of entirely on the 269 Willow property, no use permit would be required for a taller fence at the property line.

I have a call with Charlene later today to confirm what their team intends to do.

Sincerely,

Ori

From: Daniel Hom [mailto:Daniel.Hom@bloomenergy.com]
Sent: Monday, January 24, 2022 10:17 PM
To: Paz, Ori <OriPaz@menlopark.org>; Daniel Hom <danielkhom@aol.com>
Cc: Charlene Cheng <charlene2005@gmail.com>
Subject: Re: Urgent please review this Final 269 Willow Plan Set and reply

Hello Ori and Charlene,

Regarding the 4' high section of fence common with 245, would the use permit for 7' also apply for the opposite side common with 277 Willow? Furthermore, wouldn't the front fence of 269 be the rear fence for the other two lots? Will the front fence change to 7' also?

Regards,

Daniel Hom

From: Paz, Ori <OriPaz@menlopark.org>
Sent: Monday, January 24, 2022 2:07:54 PM
To: Daniel Hom <Daniel.Hom@bloomenergy.com>; Daniel Hom <danielkhom@aol.com>

H2

Cc: Charlene Cheng <charlene2005@gmail.com>
Subject: RE: Urgent please review this Final 269 Willow Plan Set and reply

EXTERNAL EMAIL

Hi Daniel,

Thank you for letting me know. I will notify the administrative staff.

Sincerely,

Ori

From: Daniel Hom [mailto:Daniel.Hom@bloomenergy.com]
Sent: Monday, January 24, 2022 2:01 PM
To: Paz, Ori <OriPaz@menlopark.org>; Daniel Hom <danielkhom@aol.com>
Cc: Charlene Cheng <charlene2005@gmail.com>
Subject: Re: Urgent please review this Final 269 Willow Plan Set and reply

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I don't have anymore comments.

A neighbor, Shaffer (opposite side along 277) stopped by Sunday and asked me about the project. Apparently they too didn't get the mailer.

Regards,

Daniel Hom

H3

From: Paz, Ori <OriPaz@menlopark.org>
Sent: Monday, January 24, 2022 1:50:07 PM
To: Daniel Hom <danielkhom@aol.com>
Cc: Daniel Hom <Daniel.Hom@bloomenergy.com>; Charlene Cheng <charlene2005@gmail.com>
Subject: RE: Urgent please review this Final 269 Willow Plan Set and reply

EXTERNAL EMAIL

Hi Daniel,

I wanted to confirm whether you had additional concerns or words of support for the project that you wanted included in the public record and sent to the Planning Commission before tonight's meeting. You are also welcome to attend the meeting to share your input on the item. The link is available here: https://beta.menlopark.org/files/sharedassets/public/agendas-and-minutes/planning-commission/2022-meetings/20220124-planning-commission-agenda-packet.pdf#%5B%7B%22num%22%3A308%2C%22gen%22%3A0%7D%2C%7B%22name%22%3A%22FitR%22%7D%2C-194%2C132%2C806%2C729%5D

I am sorry to hear you did not receive the mailing. I was able to review the mailing list to confirm your name was on the mailing list.

Sincerely,

Ori

Ori Paz
Associate Planner
City Hall - 1st Floor
701 Laurel St.
tel 650-330-6711
menlopark.org

From: Daniel Hom [mailto:danielkhom@aol.com]
Sent: Friday, January 21, 2022 7:40 AM
To: Charlene Cheng <charlene2005@gmail.com>

Cc: Daniel Hom <Daniel.Hom@bloomenergy.com>; Paz, Ori <OriPaz@menlopark.org>
Subject: Re: Urgent please review this Final 269 Willow Plan Set and reply

Hi Charlene,

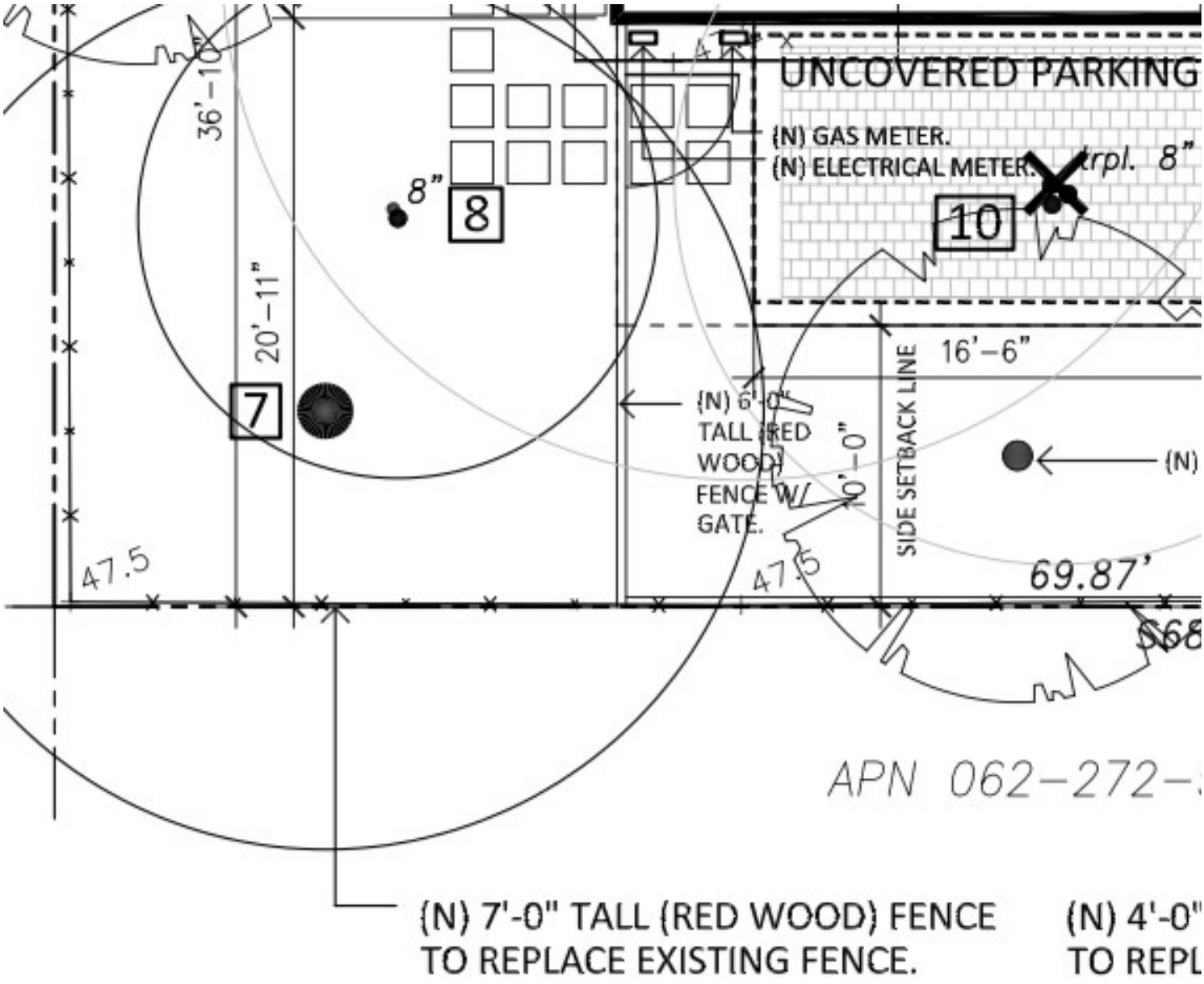
I reviewed the plans and have no further questions or comments as 247 Willow property owner.

I have a question that affect the 245 Willow owner. I see sheet A1.1 notes existing fence to be replace with new 4' and 7'. I don't know if this is still the plan and if 245 owners Josh and Samira is aware.

BTW I never received the public notice mailing. Thank you for emailing me. I learned about the mailing from other neighbors recently.

Regards,

Daniel



On Jan 19, 2022, at 10:26 AM, Charlene Cheng <charlene2005@gmail.com> wrote:

Good Morning Daniel

Please note Ori the planner from the City of Menlo Park is CC in this email.

As my other email to you, June and I came to your house on Sunday afternoon and unfortunately no one was home. I was hoping

H6

you can get back to me regarding the latest version of our plan set. I also mentioned earlier that the planning meeting is on 1/24 and the staff

report needs your final feedback if any.

We are looking forward to your response.

Charlene

On Wed, Jan 12, 2022 at 4:06 PM Charlene Cheng <charlene2005@gmail.com> wrote:

> Happy New Year Daniel and your family!
>
> I just want to make sure you are receiving the latest and final version of the plan set for 269 Willow road, please find attached. Please note the height of the window sills have been raised for privacy concerns.
>
> Our team would be much appreciated if you would kindly reply to this email after you review the plan.
>
> Thanks
>
> Charlene

On Mon, Nov 29, 2021 at 9:03 AM Charlene Cheng <charlene2005@gmail.com> wrote:

> > Hi Daniel,
> >
> > Hope you and your family enjoyed the Thanksgiving holiday long weekend!
> >
> > I just want to inform you that we are making the final plan set submission after three rounds of reviews with the city. Please see attached for your review. Please let us know if you have any questions. In addition, I believe that we have communicated with you in person that the

fence height of front yards is no more than 4' per city's requirement and this has been reflected on the plan set FYI.

Thank you for your attention and Happy Holidays!

Charlene

---------- Forwarded message ---------
From: **Henry Hong Zeng** <HZeng@steinberghart.com>
Date: Sun, Nov 28, 2021 at 4:56 PM
Subject: 269 Willow Plan Set - 20211128
To: Charlene Cheng <charlene2005@gmail.com>
Cc: Jun (junzhangzeng@gmail.com) <junzhangzeng@gmail.com>, Yue Zhao <yzhao1225@gmail.com>

Hi Charlene,

Attached, please find updated plan set. Let me know if you have any questions.

Best,

HZ

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Paz, Ori

From: Josh Spira <joshspira@gmail.com>
Sent: Wednesday, January 26, 2022 9:47 PM
To: Charlene Cheng
Cc: Samira Bozorgi; hong zeng; Jun Zhang; Paz, Ori; Sandmeier, Corinna D
Subject: Re: Fence between 269 willow and 245 willow
Attachments: 269 Willow landscape plan 012622.pdf; ATT00001.htm

Hi Charlene,
Thank you for the updated drawing reflecting the 7 foot fence and more screening. Please let us known if you need any more confirmation for the process.
Thank you for accommodating,
Josh and Samira
245 willow Rd.

Sent from my iPhone

> On Jan 26, 2022, at 7:41 PM, Charlene Cheng <charlene2005@gmail.com> wrote:
>
> Hi Josh and Samira,
>
> Attached is the revised Landscape Plan for 269 Willow, Menlo Park
>
> We have added 3 screen trees along the rear property line and changed some of the 4' fence heights in the side and front yard setbacks to taller fences.
>
> Please confirm upon receipt,
>
> Thanks
>
> Charlene

> On Tue, Jan 25, 2022 at 9:44 PM Charlene Cheng <charlene2005@gmail.com> wrote:
> Hi Samira,
>
> After today's meeting with Ori, we will update our plan to retain the 7ft fence. We will make the resubmission on Thursday and I will forward you a copy.
>
> Thanks

Charlene

On Tue, Jan 25, 2022 at 9:33 PM Samira Bozorgi <sbozorgi@gmail.com> wrote:
Hi Ori and Charlene,

Thank you so much and please let us know if you need additional information from us to support the use permit request.

With kind regards,
Samira

On Jan 25, 2022, at 1:56 PM, Paz, Ori <OriPaz@menlopark.org> wrote:

Hi Samira,

I have a call with Charlene later today to outline the next steps for their team to include the fence request with their use permit. We are hopeful they will be able to incorporate this request in their materials in time for the 2/14 Planning Commission meeting notice deadline later this week.

Sincerely,
Ori

Ori Paz
Associate Planner
City Hall - 1st Floor
701 Laurel St.
tel 650-330-6711
menlopark.org
-----Original Message-----
From: Samira Bozorgi [mailto:sbozorgi@gmail.com]
Sent: Monday, January 24, 2022 9:45 PM
To: Paz, Ori <OriPaz@menlopark.org>
Cc: Josh Spira <joshspira@gmail.com>; charlene2005@gmail.com; Sandmeier, Corinna D <cdsandmeier@menlopark.org>
Subject: Re: Fence between 269 willow and 245 willow

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.

Hi Ori,

Thank you so much for your swift response. I want to follow up to apologize for not making the deadline to submit our comments for tonight's meeting: Josh is a public school teacher and I am a librarian, we have a young kid in a Menlo Park preschool, and the realities of this ongoing pandemic have taken away our ability to direct appropriate attention to this. We want to retain our 7ft fence

because it provides privacy to our property and it's a perfectly good fence.

We have owned our property since 2011 and we absolutely love our home and our neighborhood, even with all its eccentric qualities. We are grateful for all the commission's work and look forward to hearing back from you.

Thank you,
Samira

On Jan 24, 2022, at 7:10 PM, Paz, Ori <OriPaz@menlopark.org> wrote:

Hi Josh,

Thank you for the email. I have forwarded this to the Planning Commission for their review. Please note, a higher fence within the front setback would require a use permit. That request was not included with the notice for the item this evening. Inclusion of the request would require the item to be renoticed.

You are welcome to join the meeting to discuss your concern during the public comment portion for this item. The meeting is currently underway.
https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fbeta.menlopark.org%2ffiles%2fsharedassets%2fpublic%2fagendas-and-minutes%2fplanning-commission%2f2022-meetings%2f20220124-planning-commission-agenda-packet.pdf%23%5b%7b%22num%22%3a308%2c%22gen%22%3a0%7d%2c%7b%22name%22%3a%22FitR%22%7d%2c-194%2c132%2c806%2c729%5d&c=E,1,p52ElYU1Qa0t57t-UtrzLcT_AK8_9sFAZiEF8xtAfXf4l0SnY0oyU6E5GYofiC8CvNX0-GQZqjKTGt2TXXftnPCAREDaJCZ5aD2pTQRCmRGQgU9CBq0USw,,&typo=1

Sincerely,

Ori

Ori Paz

Associate Planner

City Hall - 1st Floor

701 Laurel St.

tel 650-330-6711

https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fmenlopark.org&c=E,1,KRZriQ6n_lSt_VryQedBchiW7yjkMKF3tNjoKf1pzcOTibLLE6k0DaJFbZy-2owD77efsRAiflSxkdioe9i9hhUBKcKyfukWn7xm0hKhE58hBaMbFR3wWiHwB6Jg&typo=1

-----Original Message-----

From: Josh Spira [mailto:joshspira@gmail.com]

Sent: Monday, January 24, 2022 6:18 PM

To: Paz, Ori <OriPaz@menlopark.org>; charlene2005@gmail.com

Cc: Samira Bozorgi <sbozorgi@gmail.com>

Subject: Fence between 269 willow and 245 willow

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.

Hello,

We are the property owners at 245 and Are looking at the fence design between the sides of the lots. It currently has a 7 foot fence and looks like it's proposed to be replaced with a 4 ft fence. This is from the plans A1.1. This would severely impact our privacy. Can you please allow a variance to leave the fence as is? We look forward to hearing from you.

Thanks,

Josh Spira and Samira Bozorgi

Owners of 245 willow

Sent from my iPhone

Paz, Ori

From: Charlene Cheng <charlene2005@gmail.com>
Sent: Thursday, January 27, 2022 2:57 PM
To: Rick G Schwartz
Cc: Lauren Herzog Schwartz; Rick Schwartz; Paz, Ori; Greg; Jun Zhang; henry zeng
Subject: Re: updated 269 Willow landscaping plan

Rick

Thank you for your time and understanding, we really appreciated it.

BR
Charlene

Sent from my iPhone

> On Jan 27, 2022, at 2:24 PM, Rick G Schwartz <rgschwartz2000@yahoo.com> wrote:
>
> Ok, thanks. We won't fuss about it any more.
>
> On Thursday, January 27, 2022, 12:47 PM, Charlene Cheng <charlene2005@gmail.com> wrote:
>
> > Please see our landscape designer's response below. You are welcome to contact him directly if you have any questions.
> >
> > ---------- Forwarded message ---------
> > From: **Greg** <lewislandscape@sbcglobal.net>
> > Date: Thu, Jan 27, 2022 at 12:33 PM
> > Subject: RE: updated 269 Willow landscaping plan
> > To: Charlene Cheng <charlene2005@gmail.com>
> > Cc: Paz, Ori <OriPaz@menlopark.org>
> >
> > Charlene and Ori
> >
> > We already have proposed an Oak tree that will grow large along the fence between the Schwarz property and our project so there are 2 new trees..
> >
> > We also have the T7 Heritage tree that the city doesn't want us to put additional trees under
> >
> > These neighbors already have the T14 Pittosporum in addition to some other Pittosporums and Bamboo growing along the fence line that we don't show on the plans

Greg Lewis – Landscape Architect

(831) 359-0960

From: Rick G Schwartz [mailto:rgschwartz2000@yahoo.com]
Sent: Thursday, January 27, 2022 12:21 PM
To: Charlene Cheng
Cc: Lauren Herzog Schwartz; Greg; Paz, Ori
Subject: Re: updated 269 Willow landscaping plan

I'm disappointed that you only added one tree on the half that backs on our property (vs two trees on the half that backs on our neighbor), when it seems there is plenty of space in our corner of your property for another tree or two (I.e., between your garage and our property line). Is there a reason you can't provide more screening between your garage and our property?
Rick

On Wednesday, January 26, 2022, 7:58 PM, Charlene Cheng <charlene2005@gmail.com> wrote:

> Hi Rick and Lauren
>
> Our landscape Architect Greg and design Architect Henry met today at the property to review the plan and attached is the revised landscape plan FYI. We have added 3 screen trees along the rear property line and changed some of the 4' fence heights to taller fences. Please let me know if you have any questions and confirm upon receipt.
>
> Thanks
> Charlene
>
> On Mon, Jan 24, 2022 at 10:46 AM Rick G Schwartz <rgschwartz2000@yahoo.com> wrote:
>
> > Got it, thanks Katherine.
> >
> > Rick

H15

On Monday, January 24, 2022, 10:41 AM, Katherine Naegele <katherine@aacarbor.com> wrote:

Hi Rick,

My apologies for the inconsistency here. The tree numbers in the photos are from a very early version of the report that included only heritage trees - the city informed us that all trees needed to be included, so the numbering changed but was accidentally not updated in the report photos. I just double checked the rest of the report, and proper tree numbers are used in all other sections.

The correct tree numbers for the images are as follows:

Image 1 - apple #2

Image 2 - plum #6

Image 3 - coast live oak #20

Image 4 - coast live oak #24

Image 5 - bay laurel #23

Image 6 - red horsechestnut #30

Image 7 - London plane #31

Image 8 - liquidambar #32

Best,

Katherine Naegele

She/Her

Consulting Arborist
Master of Forestry, UC Berkeley
International Society of Arboriculture Certified Arborist #WE-9658A
ISA Tree Risk Assessment Qualification Credentialed

American Society of Consulting Arborists, Member

katherine@aacarbor.com

(408) 201-9607 (direct cell)

(408) 675-1729 (main cell)

aacarbor.com

Yelp

On Fri, Jan 21, 2022 at 9:13 AM Charlene Cheng <charlene2005@gmail.com> wrote:

> Good morning Rick,
>
> Thank you for your email. I am copying Katherine who provided the Arborist report for this project and she can help to explain.
>
> My understanding is that heritage trees are the main concern from the City and the apple and plum tree are the two heritage trees on the lot
>
> we have to remove.
>
> Thanks

Charlene

On Thu, Jan 20, 2022 at 8:55 PM Rick G Schwartz <rgschwartz2000@yahoo.com> wrote:

> Hi Charlene,
>
> We live at 254 Santa Margarita, adjacent to the rear of your parcel on which the project is proposed. In reviewing the Arborist report, I am having trouble understanding which trees are to be removed. The Tree # discussed in the report and shown on the Tree Map do not appear to match the tree # indicated in the Supporting Photographs and the Tree Table. For example:
>
> - Image 1 is for "Apple #1" but in the Table, Tree #1 is Mandarin, and Apple is Tree #2
> - Image 2 is for "Plum #3" but in the Table, Plum is #6 or #10.
>
> - Image 3 is for "Coast Live Oak #4" but in the Table, Tree #4 is Peach, and Coast Live Oaks are #9, #15, #16, and #24.
>
> And so forth.
>
> As such, I am unsure exactly which trees are to be removed and what their species and other characteristics are.
>
> Can you ascertain whether there is a mismatch between the tree # indicated in the images and those shown in the Tree Table? I want to be sure that I understand exactly which trees are to be removed and which trees will remain in the 20 ft. setback between the rear of the proposed structure and our lot line.
>
> Thanks,
>
> Rick Schwartz (& Lauren)
>
> 254 Santa Margarita Ave.

rgschwartz@sbglobalnet (or, equivalently, rgschwartz2000@yahoo.com)

650-326-8331

STAFF REPORT

Planning Commission
Meeting Date: **2/14/2022**
Staff Report Number: **22-010-PC**

Study Session: **Consider and provide feedback on two proposed research and development (R&D) buildings at 1005 O'Brien Drive and 1320 Willow Road**

Recommendation

Staff recommends that the Planning Commission review and provide feedback on a proposal to construct two new research and development (R&D) buildings totaling approximately 228,000 square feet, and a six-story parking structure with an attached meeting space building of approximately 9,600 square feet, located in the LS-B (Life Science, Bonus) zoning district. The project site currently contains three existing R&D and warehouse buildings with six tenant spaces, which would be demolished as part of the project. The new buildings would have a total proposed R&D floor area ratio (FAR) of 124 percent and an additional four percent FAR for commercial space. The proposal includes a request for an increase in height and FAR under the bonus level development allowance in exchange for community amenities. The project will require the following actions:

1. **Environmental Review** to analyze potential environmental impacts of the project through an Environmental Impact Report (EIR), pursuant to the California Environmental Quality Act (CEQA);
2. **Development Agreement** to allow a phased development of the project site over approximately 10 years;
3. **Use Permit** for bonus-level development and the provision of community amenities, modifications to design standards, and the use and storage of hazardous materials for an emergency diesel generator;
4. **Architectural Control** to review the design of the new building and associated site improvements;
5. **Lot Merger and Lot Line Adjustment** to merge two of the properties and adjust property lines to allow for more orderly development of the site;
6. **Heritage Tree Removal Permits** to remove development-related heritage trees and street trees, and replace them according to the City's heritage tree replacement guidelines; and
7. **Below Market Rate (BMR) Housing Agreement** to pay in-lieu fees in accordance with the City's BMR Ordinance.
8. **Community Amenities Operating Covenant or Payment of a Community Amenities In-Lieu Payment.**

Safety-rated chemical storage units are also proposed at the site. The use and storage of hazardous materials in the storage units and elsewhere on the site would require project-specific administrative permits once R&D tenants for the building have been identified. Additional actions and entitlements may be required as the project plans are refined. No formal actions will be taken at this time.

Policy Issues

Study sessions provide an opportunity for Planning Commissioners and the public to provide preliminary feedback on a project, with comments used to inform future review and consideration of the proposal.

Background

Site location

The project site consists of three parcels with a total lot area of 4.2 acres. The two parcels along O'Brien Drive would be merged as part of an administrative lot merger application. Lot lines between the 1320 Willow parcel and the newly-created parcel would be adjusted to allow for the retention of a portion of the 1320 Willow Road building and construction of the parking structure. Additionally, the property line between the new 1005 O'Brien parcel and the neighboring property to the right (1025 O'Brien Drive), which is also owned by the applicant, would be adjusted to create a property line that is perpendicular to O'Brien Drive. The site contains three one-story R&D and warehouse buildings with six tenant spaces addressed 985-1015 O'Brien Drive and 1320 Willow Road. For purposes of this staff report, O'Brien Drive is considered to have an east-west orientation, Willow Road is considered to have a north-south orientation, and all compass directions referenced will use this orientation. The site is located on the northern side of O'Brien Drive between Willow Road and Kelly Court, and on the eastern side of Willow Road between O'Brien Drive and Ivy Drive.

Surrounding properties to the north, east, and west are also in the LS-B zoning district. Properties across O'Brien Drive to the south are in the LS zoning district. Immediately north of the project site is the Hetch Hetchy right-of-way owned by the San Francisco Public Utilities Commission (SFPUC), a portion of which is leased to Mid-Peninsula High School for their parking lot and athletics fields. The properties to the east and south are developed with existing R&D and warehouse buildings. The property to the west is developed with an existing church. The Menlo Technology and Science Park is located to the north of the Mid-Peninsula High School campus and is a multi-building office park owned and partially occupied by Facebook. The business park, which is zoned R-MU-B (Residential Mixed Use-Bonus) and O-B (Office-Bonus), also contains other general office, R&D, manufacturing, and warehousing uses. However, an application was submitted for the comprehensive redevelopment of the site into a mixed-use residential, commercial, and office campus, which is currently under review. The closest residential properties are located to the south along Alberni Street in East Palo Alto (see Attachment A).

Analysis

Project description and phasing

The applicant is proposing to demolish three existing buildings and construct two new R&D buildings and a parking structure. The project would be completed in two phases with the first phase beginning immediately after entitlement, and the second phase beginning approximately 10 years after completion of phase one. Use permits typically expire one year after approval, but may be extended administratively by one year. Due to the length of time anticipated between the two phases, the applicant is proposing to enter into a development agreement in order to ensure the entitlements do not expire.

The first phase of the project would consist of demolition of the two buildings along O'Brien Drive and a portion of the 1320 Willow Road building, and construction of the new 154,565-square-foot building (Building 1) located at 1005 O'Brien Drive, partial construction of the parking structure, and the attached meeting space building. The second phase would consist of demolition of the remainder of the 1320 Willow Road building, construction of the new 73,817-square-foot building (Building 2) located at 1320 Willow Road, and construction of two additional stories on the parking structure. The applicant's project description is included as Attachment B, and the project plans are included as Attachment C. The applicant is proposing to develop the building utilizing the bonus level provisions permitted by MPMC Chapter 16.44

(which permits developments to obtain an increase in FAR and/or height in the LS-B zoning district subject to obtaining a use permit or conditional development permit and providing one or more community amenities.)

Site layout

The proposed R&D buildings and parking structure would all be constructed in an east-west orientation. The broader side of Building 1 would face O'Brien Drive and would be connected to the street by a landscaped entry plaza. The Willow Road frontage is the narrower of the two street frontages. Due to the east-west orientation of Building 2, this building would have a narrower profile at the Willow Road frontage. The main entrance for this building would be located along Willow Road and would have a similar entrance plaza to Building 1. The parking structure would be located behind the buildings, to the north of Building 1 and to the east of Building 2. The meeting space building would be constructed on the north side of the parking structure, facing the Hetch Hetchy right-of-way and would be accessed by a publicly accessible path connecting to Willow Road.

During phase one, an enclosure would be constructed to house trash receptacles, the generator enclosure, and chemical storage enclosures. The enclosure would be located along O'Brien drive to the west of Building 1, adjacent to the existing church at 965 O'Brien Drive. The enclosure would be separated from the street by a landscaped strip approximately 29 feet in depth. During phase two, the applicant would expand the enclosure to accommodate the trash receptacles and chemical storage for Building 2. A separate generator enclosure for Building 2 would be constructed on the south wall of the building. The chemical storage units have been proposed as part of the project even though a specific tenant has not been identified and hazardous materials needs on the site are currently unknown. The Planning Commission should consider whether the proposed chemical storage units should be included as part of the use permit application, or whether the applicant should wait until a future tenant with specific hazardous materials uses has been identified to pursue a separate administrative hazardous materials permit.

Floor Area Ratio (FAR) and Gross Floor Area (GFA)

125 percent FAR is the maximum FAR permitted for bonus level development, and 55 percent FAR is the maximum FAR for base level developments in the LS-B zoning district. The project would be developed at a floor area ratio (FAR) of approximately 124 percent of R&D space.

Pursuant to MPMC section 16.55.050, projects in the LS-B district are permitted an additional 10 percent FAR for commercial uses other than office, R&D, and warehousing. These commercial uses are typically retail, personal service, or other neighborhood-serving uses intended to provide workers in the area services near the workplace. The applicant is proposing an additional four percent FAR (approximately 9,600 square feet GFA) for a meeting space building in the rear of the parking structure. The applicant states that the building would be available to tenants of Tarlton properties and has indicated that there is interest from several community groups that would benefit from use of the space. Staff has evaluated the proposed use and has determined that the meeting space does not meet the intent of the commercial uses other than office, R&D, or light industrial. Rather, the building serves as an extension of the R&D providing meeting space for tenants of the development. Therefore, the meeting space would count towards the maximum 1.25 FAR which is already proposed near the maximum, and the applicant would either need to propose a different use of the building or remove the building from the project scope.

Height

The two proposed buildings and the parking structure would vary in height. In the LS-B district there is a maximum height of 120 feet for any one building on a site, and a maximum average height of 77.5 feet when calculated across multiple buildings. Building 1 has a proposed height of 101 feet, Building 2 and the

parking structure have a proposed height of 74 feet, and the meeting space building has a proposed height of 45 feet. Overall, the proposed project would have an average height of 71.3 feet.

Parking and circulation

Vehicular

A proposed seven-story parking structure would be located in the rear of the proposed development, and would also be constructed in two phases. Five stories of the structure would be constructed during phase one and would contain 301 parking stalls. The final two stories would be constructed during phase two and would provide an additional 190 parking spaces. There would be an additional 34 surface parking spaces across the two parcels, but the parking would primarily be located along the eastern side of Building 1 and would be included during phase one. The existing surface parking associated with the existing 1320 Willow Road building would remain during phase one, but would be removed as part of phase two. With a final total of 545 parking spaces, the parking ratio for the site would be 2.29 spaces per 1,000 square feet of gross floor area.

For R&D and light industrial land uses, the LS zoning district requires a minimum parking ratio of 1.5 spaces per 1,000 square feet of gross floor area and a maximum parking ratio of 2.5 spaces per 1,000 square feet of gross floor area. Therefore, the proposed project would comply with the parking requirements of the LS zoning district.

There would be three vehicular access points into the project site which would be located in the same general locations as existing driveways. Two of the access points would be along O'Brien drive. Each entrance would be a two-way driveway that would lead to the parking structure in the rear of the building. The third entrance would be along Willow Road in the same location as the existing driveway. The driveway would be a right-in-right-out which would enter from and exit onto northbound Willow Road. Garbage trucks would access the site from the Willow Road entrance and exit onto O'Brien Drive from the western driveway. Loading docks would be located on the western side of Building 1 and southern side of Building 2. For deliveries to the Building 1, delivery trucks would enter the site from the western O'Brien Drive entrance, back into the loading dock, and exit onto Willow Road. For deliveries to Building 2, trucks would enter from Willow Road, back into the loading dock, and exit onto O'Brien Drive via the western driveway.

Bicycle and pedestrian

Staff is currently reviewing the proposed project to determine the appropriate frontage improvements, however, it is anticipated that new improvements in the public right-of-way, such as new sidewalks, would be required. There would be a total of 48 long-term bicycle parking spaces at the site. The majority of the long-term bicycle spaces would be located on the first level of the parking garage. There would be a limited number of additional long-term bicycle parking spaces located on the first floor of each of the proposed buildings. Short-term bicycle parking racks would be located near the main entrances of each of the buildings, as well as near the entrance of the meeting space building.

Pedestrians would be able to access the site from the Willow Road and O'Brien Drive frontages, which would connect directly to the main entry plazas of both proposed buildings. The meeting space building would be accessed from O'Brien Drive by a sidewalk that runs along the eastern side of Building 1 and the parking structure, and from Willow Road by a walking path which is considered to be publicly-accessible open space.

Open space

The proposed project would be required to provide open space equivalent to 20 percent of the project site

area and would be further required to provide 50 percent of the required open space (or 10 percent of the site area) as publicly accessible open space. According to the Zoning Ordinance (Chapter 16.44.120(4)(A)), publicly accessible open space is defined as:

> Publicly accessible open space consists of areas unobstructed by fully enclosed structures with a mixture of landscaping and hardscape that provides seating and places to rest, places for gathering, passive and/or active recreation, pedestrian circulation, or other similar use as determined by the planning commission. Publicly accessible open space types include, but are not limited to, paseos, plazas, forecourts and entryways, and outdoor dining areas. Publicly accessible open space must:
>
> (i) Contain site furnishings, art, or landscaping;
> (ii Be on the ground floor or podium level;
> (iii) Be at least partially visible from a public right-of-way such as a street or paseo;
> (iv) Have a direct, accessible pedestrian connection to a public right-of-way or easement.

The applicant is proposing to utilize two main areas as publicly accessible open space. The first area would be along the O'Brien Drive frontage where the applicant has proposed a landscaped area in front of Building 1 as publicly accessible space for passive use. The majority of the public open space would be located along the northern edge of the project site, near the meeting space building in the rear of the parking structure, which would serve as more active and semi-active space. During Phase 1, the area in the rear of the parking structure would be accessed either directly from the parking structure or from a sidewalk on the eastern side of Building 1 connecting the space to O'Brien Drive. During Phase 2, additional publicly accessible open space would be provided north of Building 2, connecting the meeting space building to Willow Road. At this time, the applicant has not identified specific furnishings or art for the publicly accessible open space areas. The Planning Commission should consider the criteria for the publicly accessible open space and provide feedback on the applicant's proposal with regard to the general functionality and usability of the publicly accessible open space.

The applicant is requesting the removal of 13 trees in the existing planting areas, parking lots, and City trees in the public right-of-way. Ten of these trees are heritage in size and would require heritage tree removal permits. If all removals are approved by the City Arborist, the applicant would be required to replace the value of the existing trees and comply with replacement standards for City trees.

Community amenities

As mentioned previously, the LS-B zoning district permits bonus level development, subject to providing one or more community amenities. As part of the ConnectMenlo process, a list of community amenities was generated based on public input and adopted through a resolution of the City Council. Community amenities are intended to address identified community needs that result from the effect of the increased development intensity on the surrounding community. Improvements already required of the project pursuant to existing laws and regulations (such as the publicly-accessible open space, and street improvements determined by the Public Works Director) do not qualify as community amenities.

The value of the community amenity to be provided in exchange for the bonus level development potential must equal 50 percent of the fair market value of the additional GFA of the bonus level development. The applicant must provide an appraisal performed by a licensed appraisal firm that sets a fair market value of the GFA of the bonus level of development. If an on-site amenity is not proposed, applicants have the option to pay an in-lieu payment equal to 110 percent of the required amenity value. The applicant has indicated that they intend to pay the in-lieu payment to satisfy the community amenity requirement.

Utilizing the in-lieu payment option would enable the applicant to satisfy its community amenity obligations prior to initiating construction on either phase of the project, which would alleviate any issues regarding provision of community amenities in a phased project.

Design standards

In the LS zoning district, all new construction and building additions of 10,000 square feet of GFA or more must meet design standards subject to architectural control review. The design standards regulate the siting and placement of buildings, landscaping, parking, and other features in relation to the street; building mass, bulk, size, and vertical building planes; ground floor exterior facades of buildings; open space, including publicly accessible open space; development of paseos to enhance pedestrian and bicycle connections between parcels and public streets in the vicinity; building design, materials, screening, and rooflines; and site access and parking. Modifications to design standards may be requested through a use permit.

Architectural style and materials

The design of the proposed life sciences buildings would have a contemporary architectural style, utilizing low-e blue tinted bird friendly glass, along with glass fiber reinforced concrete (GFRC) panels for the majority of the building facades. The glass portions of the facades would have aluminum mullions. The GFRC panels would be white and the vertical accent panels would be gray.

Both buildings would generally be rectangular in shape with east-west orientations. The main façade for Building 1 would run along O'Brien Drive and would feature a decorative, V-shaped structure on the eastern facade creating an awning above the main entrance. Building 2 would have a more slender façade along Willow Road with a grey GFRC tower creating the main entrance. Each building would have a rooftop deck for employee use. A portion of each rooftop deck would be covered with a metal panel trellis. Rooftop mechanical equipment would be screened with corrugated aluminum paneling.

The parking structure would be primarily constructed of concrete. Two different colors of flexible metal mesh would be used to screen vehicles and provide variety on the elevations. The meeting space building attached to the parking structure would complement the two R&D buildings and be constructed of the same materials, however it would also feature perforated metal of varying colors to maintain an architectural relationship to the garage structure. The meeting space building would also have a rooftop deck, however it would not feature a metal trellis similar to the R&D buildings.

Building modulations

The design standards for the LS-B zoning district require modulations on facades facing publicly accessible spaces. A building must have a minimum of one recess of 15 feet wide by 10 feet deep per every 200 feet of facade length. Building 1 would include a modulation along O'Brien Drive. The zoning ordinance states that the modulation must reach the base height (at least 45 feet) at a minimum. The applicant is requesting a use permit to modify the building modulation requirement on Building 1 to allow for the building modulation to only extend to 34 feet in height. The applicant states that the podium height of each floor is proposed to be 17 feet in height and that requiring the modulation to reach 45 feet would place the top of the modulation between floors. The alternative would be to modulate the building to the top of the third floor, reaching a height of 51 feet, which would comply with the modulation requirement. The Planning Commission should consider an appropriate approach to the building modulations on Building 1. Additionally, the modulation depth, as currently proposed does not appear to meet the minimum 10-foot depth because the measurement was taken from the stair tower rather than the main face of the building. Staff has requested that the minimum 10-foot depth be provided in the next iteration of the design.

Building 2 would only require modulations along the north elevation where the building faces the publicly

accessible open space. The applicant has proposed a modulation 10 feet in depth and 32 feet in width, which complies with the modulation requirement. The front elevation facing Willow Road does not require a modulation since it is less than 200 feet in width. However, the applicant has proposed two modulations to provide visual interest to the façade.

Ground floor exterior

Ground floors fronting publicly accessible spaces are required to have a minimum transparency (e.g. clear glass windows) of 40 percent along mixed use collector streets and boulevards. The applicant has provided diagrams calculating the ground floor transparency, and staff has determined that the proposed buildings are generally compliant with transparency requirements. Additionally, the proposed buildings are generally compliant with the minimum ground floor height requirement of 15 feet, and entrance requirements of one entrance per public street frontage.

Summary

With regard to the application of basic LS district design standards, staff believes that the application would generally be in compliance based on preliminary staff analysis. However, a use permit would need to be approved to modify the building modulation requirements for Building 1. The Planning Commission may wish to provide additional feedback on how the proposed building, parking structure, and site layout could be modified and refined for a more cohesive style between all elements of the project before it advances to the full submittal stage.

Green and sustainable building

In the LS zoning district, projects are required to meet green and sustainable building regulations. The proposed buildings will be required to meet 100 percent of their energy demand through any combination of on-site energy generation, purchase of 100 percent renewable electricity, and/or purchase of certified renewable energy credits. The new buildings would need to be designed to meet minimum LEED (Leadership in Energy and Environmental Design) requirements for their respective sizes, with LEED Gold BD+C required for Building 1 and LEED Silver BD+C required for Building 2. Other green building requirements including pre-wiring 15 percent of the total required parking stalls and installing EV chargers in 10 percent of the pre-wire locations, and incorporating bird-friendly design in the placement of the building and the use of exterior glazing, including water use efficiency, placement of new buildings 24 inches above the Federal Emergency Management Agency (FEMA) base flood elevation (BFE) to account for sea level rise, and waste management planning, would also apply to the project. Details regarding how the proposed building would meet the green and sustainable building requirements will be provided as the project plans and materials are further developed.

Planning Commission considerations

The following comments/questions are suggested by staff to guide the Commission's discussion, although Commissioners should feel free to explore other topics of interest.

- **Building Height**. Is the proposed building height acceptable within the context of other existing and proposed development in the area?

- **Architectural Design and Materials.** Is the architectural design of the proposed building appropriate for its use as a life sciences building and for the overall vision of the Bayfront Area? Does the Commission believe that the proposed materials are appropriate for the building? Does the Commission believe that a use permit can be granted to modify the building modulation requirement for Building 1?

- **Parking Structure**. Does the overall design of the parking structure feature good proportion, balance, and materials, or do certain elements need more attention? Is the parking structure of appropriate size with an appropriate number of parking spaces for the development?

- **Site Access and Layout.** Is the proposed site circulation to the parking structure and the service/loading areas generally acceptable?

- **Outdoor Chemical Storage**. Should the safety-rated chemical storage units proposed at the rear of the site be included as part of the use permit application, or should the applicant wait until a future tenant with specific hazardous materials uses has been identified to pursue a separate administrative hazardous materials permit? Should a different location be considered for the chemical storage units?

- **Public Open Space.** Is the proposed pathway along the northern project boundary suitable to serve as public open space? According to the LS zoning regulations, publicly accessible open space must contain site furnishings, art, or landscaping; be on the ground floor; be at least partially visible from a public right-of-way; and have a direct, accessible pedestrian connection to a public right-of-way. Does the proposed design meet the intent of publicly accessible open space? Should additional features be considered? Is the landscape strip along O'Brien Drive adequately designed to serve as publicly accessible open space?

- **Overall Aesthetic.** Is the overall aesthetic approach for the project consistent with the Planning Commission's expectations for new development in the LS zoning district?

Correspondence

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

Impact on City Resources

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

Environmental Review

Study sessions do not require analysis under the California Environmental Quality Act (CEQA). With regard to the overall project review and action, the terms of a recent settlement agreement with East Palo Alto require projects seeking bonus level development to complete an EIR. City staff is coordinating with the project sponsor to select a qualified consultant to complete the environmental review and prepare an initial study and EIR for the proposed project. The City Council must authorize the City Manager to enter into a contract with a qualified consultant to perform the environmental review. Depending on the initial study, a focused EIR may be prepared only on the topics that warrant further analysis but would include a transportation and housing analysis at a minimum, per the terms of the settlement agreement. The EIR would also need to study the impacts of the intermediate conditions, to study the effects of the continued operations of the remaining portion of 1320 Willow Road during construction of Phase 1 and prior to construction of Phase 2. The Planning Commission would take the final action on the project entitlements, including the EIR, after the completion of the environmental review and any revisions to the plans based on feedback from the Planning Commission and Planning staff.

Public Notice

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

Attachments

A. Location Map
B. Project Description Letter
C. Project Plans

Disclaimer

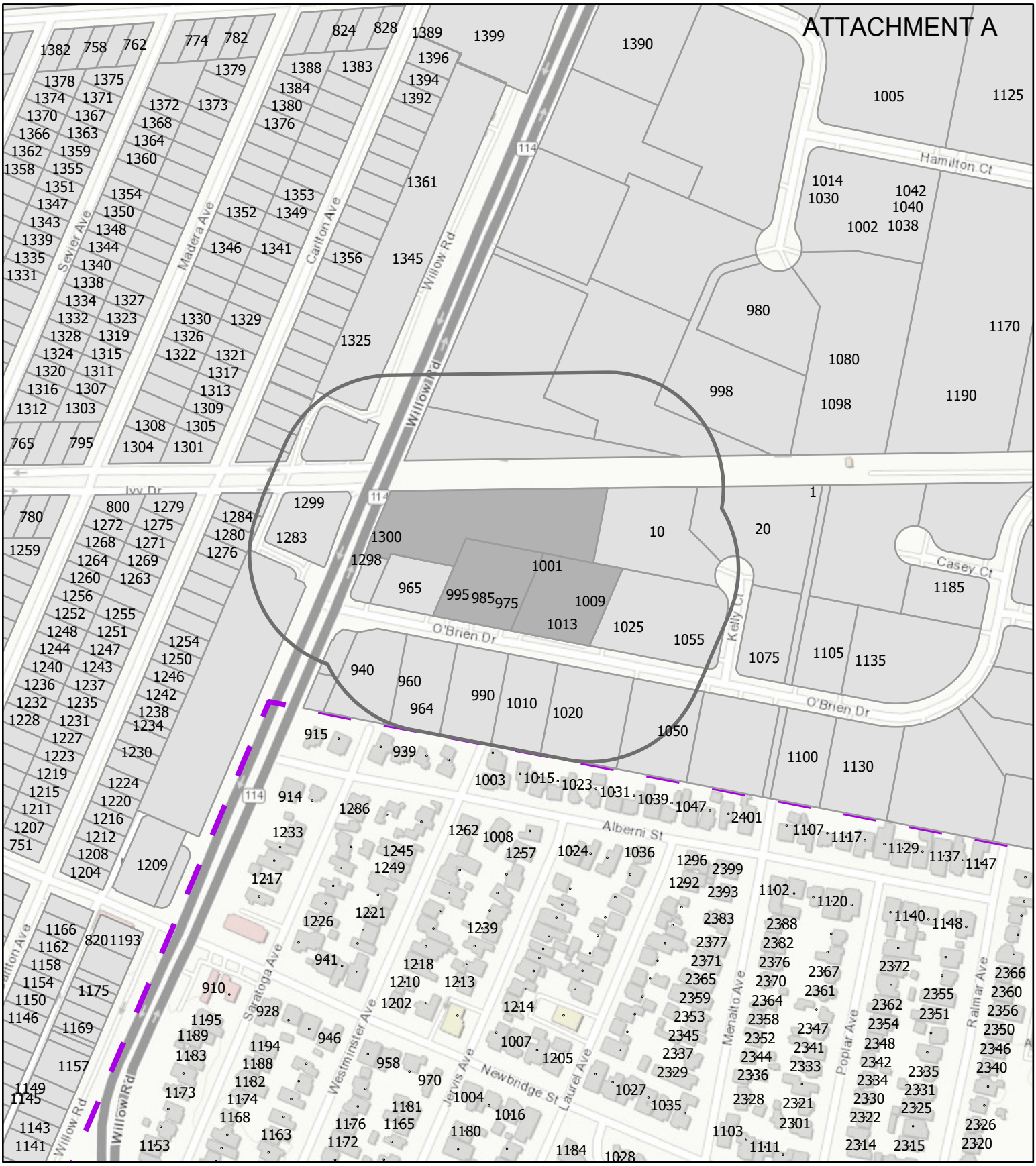
Attached are reduced versions of maps and diagrams submitted by the applicants. The accuracy of the information in these drawings is the responsibility of the applicants, and verification of the accuracy by City Staff is not always possible. The original full-scale maps, drawings and exhibits are available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

Exhibits to Be Provided at Meeting

None

Report prepared by:
Chris Turner, Assistant Planner

Report reviewed by:
Corinna Sandmeier, Acting Principal Planner
Nira Doherty, City Attorney



CITY OF MENLO PARK

LOCATION MAP

1005 O'BRIEN DRIVE AND 1320 WILLOW ROAD

Scale: 1:4,000 Drawn By: CRT Checked By: CDS Date:2/14/2022

CITY OF MENLO PARK

N

CUP PROJECT DESCRIPTION

DES
ARCHITECTS
ENGINEERS

Project Background:

Tarlton Properties proposes a phased project to replace three existing single-story buildings with one 5-story new research and development building, one 4-story new research and development building, a parking garage and a 2-story square foot commercial building. The 9,000 square foot, 2-story commercial building is planned to be meeting space, which will be provided for free to area non-profits, community organizations, and community members, in addition to Tarlton tenants. The three existing building addresses are 985 and 1001 O'Brien drive, and 1320 Willow Road. The existing buildings are located on three parcels. A lot line adjustment is requested to adjust lot lines between 1001 O'Brien and the neighboring 1035 O'Brien property in order to make the lot lines perpendicular to the right of way, as well as to merge lots on the project site.
This project will be phased, with up to several years between Phase I and Phase 2. Therefore, a development agreement is requested. The anticipated tenants are R&D/ life science.

Existing buildings
- Building use is storage, office, R&D
- Total 90,600 sq. ft. (0.49 FAR)
- 114 uncovered stalls on the surface parking lots
- Minimal landscaping at the front entry of 1320 Willow; no sensitive habitat

Proposed buildings
- One 4-story and one 5-story R&D building
- Total 228,262 sq. ft. (1.24 FAR) of R&D
- 545 Parking stalls (511 in parking garage and 34 surface parking spaces)
- One commercial building for community and tenant use, total 9,683 sq. ft (0.04 FAR)
- All buildings to be elevated 24" above BFE (12.8')
- New entry lobbies facing O'Brien Drive and Willow Road
- High performance bird friendly glazing with aluminum mullions.
- Mechanical equipment located within roof screen.
- Environmentally sensitive and pedestrian friendly landscaping along three sides of property, including facing the public right of way and Peninsula High School.

Site, Utilities:

Public open space is provided in multiple locations for Phase 1 and 2 of the project.
In Phase 1, 30% of the publicly accessible open space is located along O'Brien Drive adjacent to the street/ sidewalk. 70% of the publicly accessible open space is located adjacent to existing and proposed publicly accessible open spaces on three adjacent properties: playing fields for the Mid-Peninsula High School, Greenspace at 20 Kelly Court, Willow Village public park and Community space. The publicly accessible open space will also provide community access to the commercial

399 Bradford Street Redwood City, California 94063 Tel 650-364-6453 Fax 650-364-2618 www.des-ae.com

building which will provide pedestrian access to the facility which is located close to the Belle Haven neighborhood.

The Applicant has designed the publicly accessible open space for this project in response to community comments that asked for public open space to be aggregated with other proposed and existing open space, and to provide connections with that space from public rights of way. It is anticipated that these contiguous open spaces could eventually be linked to more publicly accessible spaces proposed along the Hetch Hetchy corridor. Additionally, publicly accessible open space leads from public rights of way to the commercial building. Since this building will provide community and meeting space for non-profits and members of the surrounding community, it is anticipated that the publicly accessible open space will work in conjunction with the building to extend public indoor/outdoor space. In Phase 1 and 2 combined, 38% of the publicly accessible open space on the project directly fronts either Willow Road or O'Brien Drive, with the remaining open space is directly accessible from those public rights of way and connecting to other existing and proposed publicly accessible open space. Phase 2 connection to the Public open space along the Hetch Hetchy corridor is directly connected to and visible from Willow Road as well as to O'Brien Drive via a pathway that is accessible to the public but is not counted towards project totals. Directional signage for phase 1 could be added if required to clarify that areas are open to the public.

The existing site is served by all required utilities and public services including a 4" water line for fire sprinklers. Proposed project will provide:
- New fire department connection (FDC) and backflow preventer.
- All new electrical connected underground from existing service on O'Brien Drive.
- Two new sprinkler risers for each of the building and parking garage.

Allocation of Uses:

The two R&D buildings are designed to accommodate life science tenants with anticipated ratios ranging from 30-45% office and 55-70% lab areas. Tarlton Properties has supported a variety of tenants over the last 36 years. In the last 15 years the tenants have predominantly been R&D type facilities. These have included companies that design medical devices and services, develop clean technology products, and engineer environmentally sustainable foods. All tenants require lab-related, clean manufacturing environments. The open office areas adjacent to the labs provide technical working areas for scientists, lab technicians and researchers. The open office areas also provide working space for sales, marketing and office support staff. Since these companies are in the development stages of their products, their R&D staff is proportionately larger than their support staff.

Phase 1 of this project is anticipated to be initiated immediately after entitlement. During phase 1 it is anticipated that the Wine Bank (or tenant) in the western side of 1320 Willow will remain operational. Phase 2 will follow in or before 2035.

Project Phasing:

Phase I
- Removal of 985 and 1001 O'Brien Drive buildings as well as east half of 1320 Willow building.
- New 5 story building on O'Brien Drive
- New 4 story parking garage
- New 2 story community building

Phase II
- Removal of west half of 1320 Willow building.
- New 4 story building on Willow Road
- Addition of 2 stories to parking garage

Parking and EV to Support Uses:

341-568 parking spaces are required, based on the LS zoning calculation of 1.5-2.5 parking spaces/1000 sf.

545 parking spaces provided:
- 11 near the front door or on the ground floor of the garage will be striped for accessibility.
- 60 additional stalls will be designated for EV charging stations including EV accessible parking stalls.

The applicant owns and operates numerous life science facilities in Menlo Park and is continually monitoring parking needs for life science users in Menlo Park. The proposed parking is based on the applicant's assessment of needs at the time the project will be operational, and considers a TDM program that includes carpool, vanpool, and participation in carshare, bike share, and a district wide shuttle program that is timed for common commute lines on BART and CalTrain. The project TDM is designed to reduce project trips by at least 20%.
Garage Phase 1 will be built as a 5-level structure in order to provide staging space for Phase 2 and eliminate the need of reshoring of Level 3 and Level 4.

During Phase 1, parking will be only available from Level 1 to Level 4. Vehicular access to Level 5 will blocked by bollards that could be removed for fire department access only.
During Phase 2 construction, Level 6 and Level 6.5 will be completed. Staging will be on the existing Level 5.

Recology:

Waste Zero Specialists from Recology San Mateo County will review project and provided trash and enclosure guidelines. Recommendation letter will be provided upon approval.

Flood Elevation: This site has a B.F.E. of 12.5 and 12.8 per the FEMA map indicated on the topo. The Public Works Department has advised to use 12.8 for the overall site. The building slab will be elevated 24" above BFE.

Impervious Area Calculations: Preliminary calcs are included with CUP package.

Hydrology Report: To be provided after the CUP package resubmittal.

Landscaping and Project Site Amenities: Proposed site amenities and plants complement fourteen other Tarlton buildings along O'Brien Drive.

Community Amenities: Community amenities will be met through payment of the in-lieu fee, consistent with Section 16.44.070 (4)(B).

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

COVER SHEET

G0

DES ARCHITECTS ENGINEERS

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985 & 1001 O'BRIEN DRIVE
1320 WILLOW ROAD
MENLO PARK, CA 94025

PROJECT DATA

BASE FLOOD ELEVATION: 12.8 FT

MUNICIPAL CODE:

CBC 2019
BUILDING OCCUPANCY: BUSINESS (B)
TYPE OF CONSTRUCTION: I-B
FIRE PROTECTION: FULLY SPRINKLERED
ALLOWABLE AREA: UNLIMITED
ALLOWABLE HEIGHT: 180 FT; 12 STORIES

ZONING REQUIREMENTS:
LEGAL JURISDICTION: MENLO PARK, CA
ZONING DESIGNATION: LS-B
MAXIMUM HEIGHT: 110 FT + 10 FT FLOOD ZONE
FAR MAX (1.25): 229,520 SF
COMMERCIAL FAR MAX (0.1): 18,361 SF

PARKING STANDARDS
R&D 1.5 - 2.5 SPACES / 1000 SF
AMENITIES 2.5 - 3.3 SPACES / 1000 SF
EV STALLS
10% OF TOTAL + 5% EV READY

BICYCLE: 1 PER 5,000 SF
SHORT TERM: 20% & LONG TERM: 80%

REQUIRED:
SHORT TERM: 9
LONG TERM: 38
TOTAL: 47

"FLOOD ZONE NOTE: PROJECT TO BE DESIGNED AND CONSTRUCTED IN COMPLIANCE WITH CURRENT FEMA REGULATIONS AND THE CITY'S FLOOD DAMAGE PREVENTION ORDINANCE.

PROJECT SITE AREA: 183,616 SF

PHASE 1:
SITE: 123,738 SF
(N) 1005 O'BRIEN DR: 154,565 SF (1.25 FAR)
(N) COMMERCIAL: 9,000 SF (0.04 FAR)
(CONFERENCE CENTER)

PHASE 2:
SITE: 59,878 SF
(N) 1320 WILLOW RD: 73,817 SF (1.23 FAR)

SUMMARY:
R&D AREA: 228,262 SF (1.24 FAR)
COMMERCIAL AREA: 9,683 SF (0.04 FAR)

BUILDING HEIGHTS:
LEVEL 1 ELEVATION: 14.8 FT (2FT ABOVE BFE)
1005 O'BRIEN DR
SEE SHEETS A9.5 & A10.1 - A10.3
1320 WILLOW RD
SEE SHEETS A11.5 & - A12.1 - A12.3

PARKING:
CAR: SEE SHEET A6.1, A6.2 & A13.1 - A13.3
BICYCLE: SHORT TERM: 20 (AT SITE)
LONG TERM: 48 (AT GARAGE & BLDGS)
TOTAL: 68

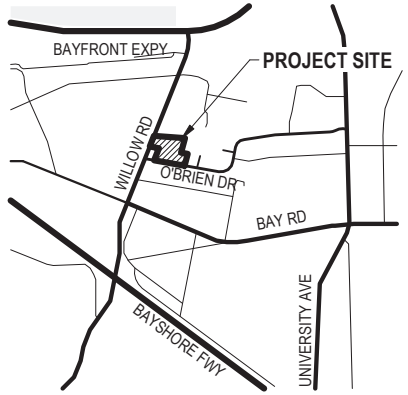
SHOWERS
1005 O'BRIEN DR: 6 (PHASE 1)
1320 WILLOW RD: 2 (PHASE 2)
TOTAL: 8

PROJECT TEAM

BUILDING OWNER:
O'BRIEN DRIVE PORTFOLIO
c/o TARLTON PROPERTIES
1530 O'BRIEN DRIVE, SUITE C
MENLO PARK, CA 94025
PHONE: 650.330.3600
CONTACT: ANTHONY BONIFACIO

ARCHITECT:
DES ARCHITECTS + ENGINEERS
399 BRADFORD STREET
REDWOOD CITY, CA 94063
PHONE: 650.364.6453
CONTACT: ELKE MACGREGOR

PROJECT LOCATION



TARLTON

985 & 1001 O'BRIEN DR
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PROJECT DATA

G1A

DES ARCHITECTS + ENGINEERS

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A2	EXISTING SITE CONDITIONS - SITE PHOTOS
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A3.2	PHASING PLAN - PHASE 1
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TARLTON

985 & 1001 O'BRIEN DR
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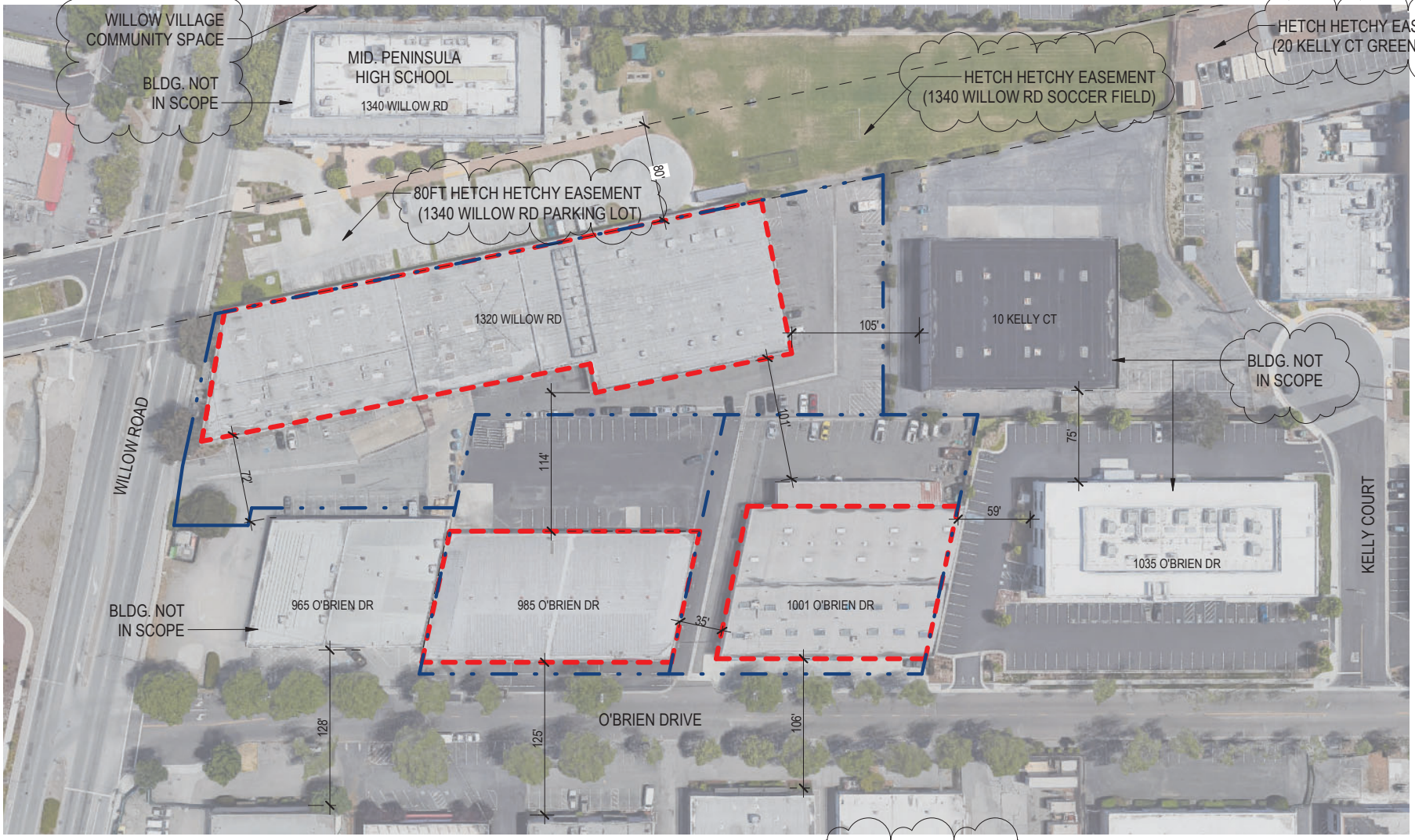
SHEET INDEX

G1B

DES ARCHITECTS ENGINEERS



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TARLTON

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EXISTING SITE CONDITIONS - AERIAL PLAN

A1

DES ARCHITECTS ENGINEERS

1A 1320 WILLOW RD - NW ELEVATION

1B 1320 WILLOW RD - SW ELEVATION

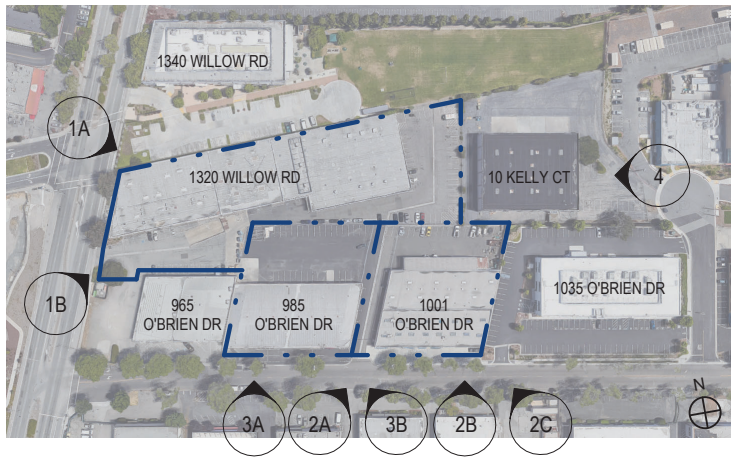
2A 1001 O'BRIEN DR - SW ELEVATION

2B 1001 O'BRIEN DR - S ELEVATION

2C 1001 O'BRIEN DR - SE ELEVATION

3A 985 O'BRIEN DR - S ELEVATION

3B 985 O'BRIEN DR - SE ELEVATION



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TARLTON

985 & 1001 O'BRIEN DR
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MENLO PARK, CA 94025

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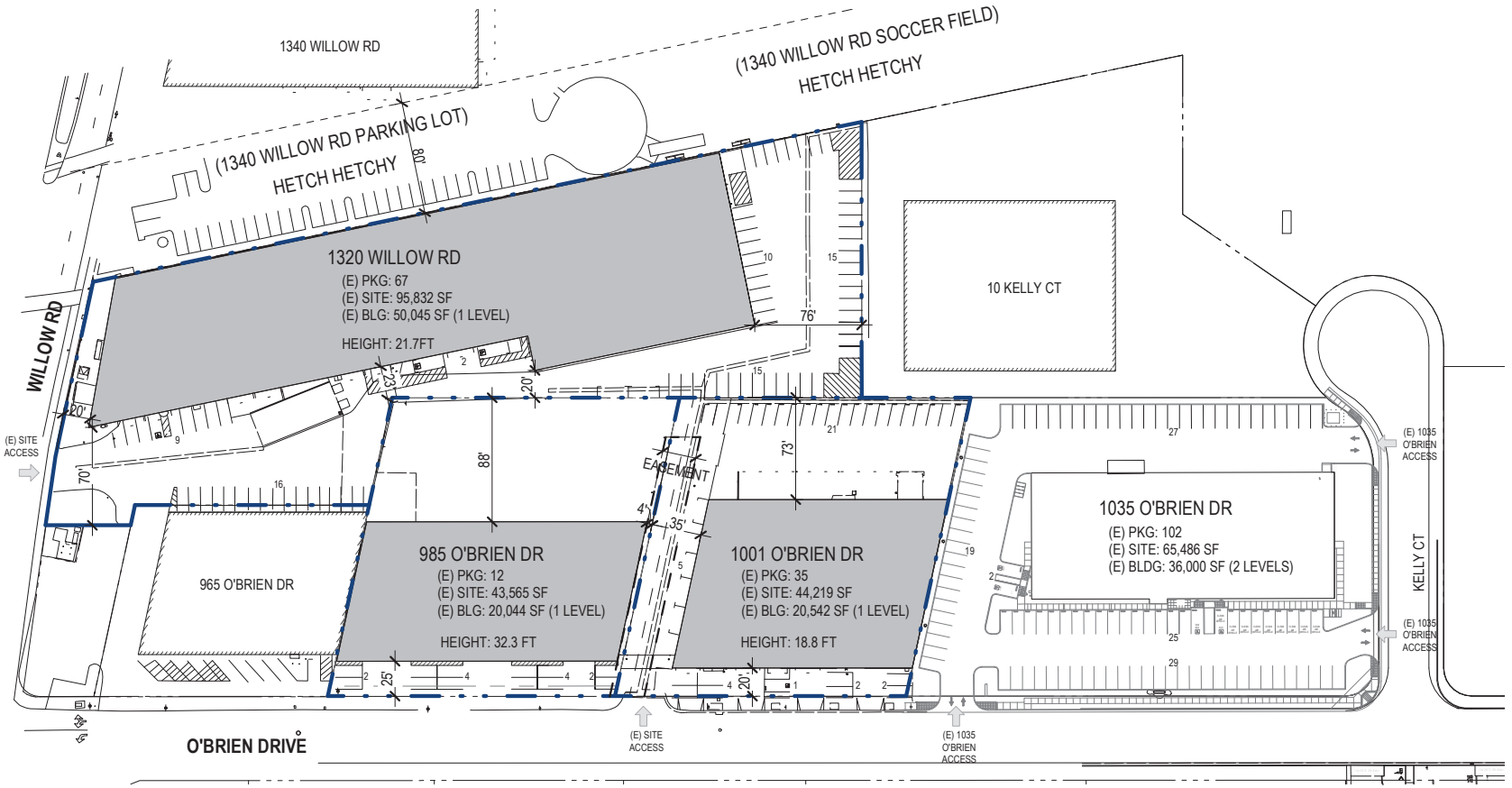
EXISTING SITE CONDITIONS - SITE PHOTOS

A2

DES ARCHITECTS ENGINEERS



1 EXISTING SITE PLAN

1" = 80'-0"

EXISTING PROPERTY LINES

20.42' INGRESS EGRESS EASEMENT & NON-EXCLUSIVE DRAINAGE FOR RAIN WATER (TO BE REMOVED)

N

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

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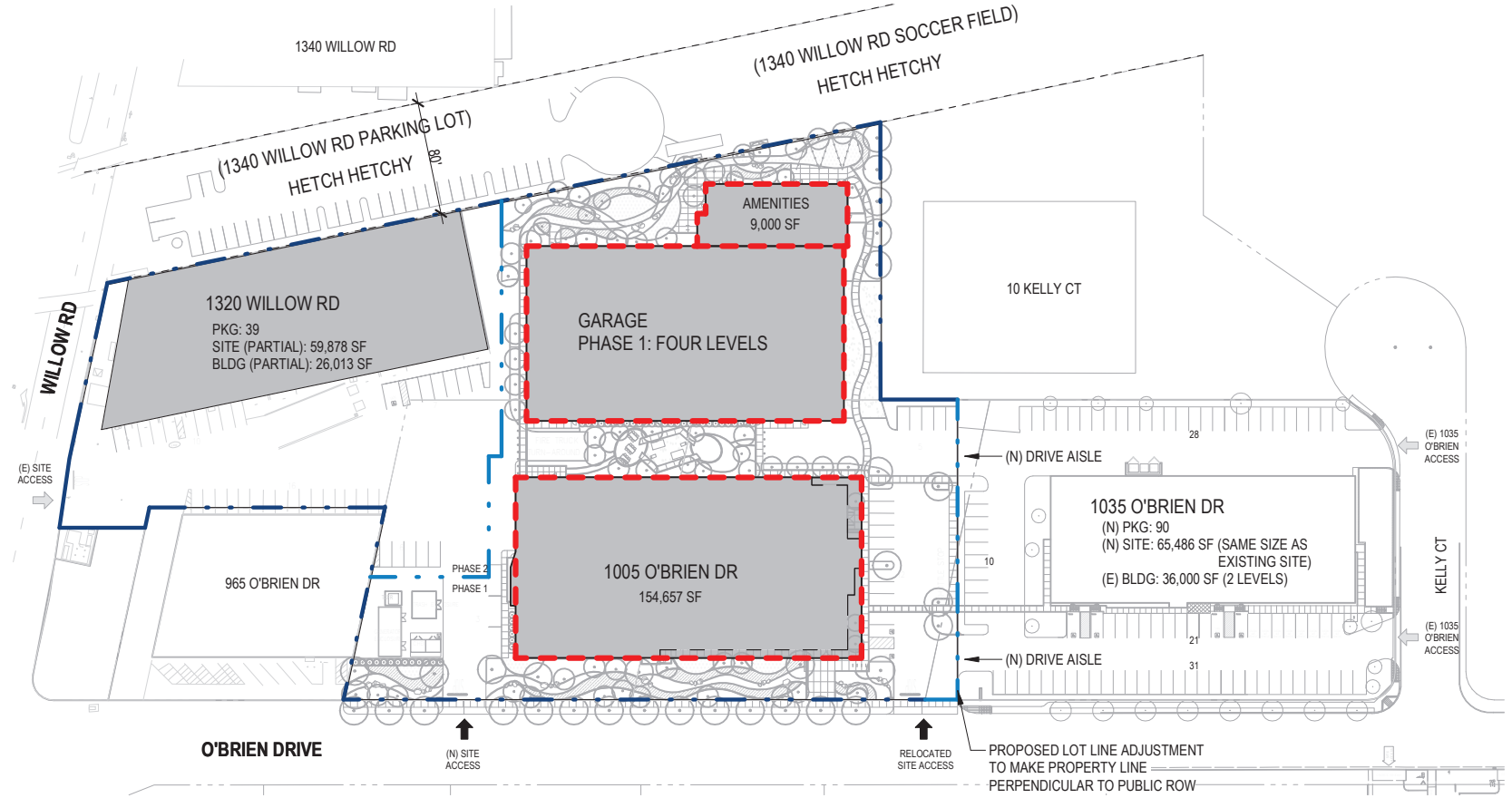
EXISTING SITE PLAN

A3.1

DES ARCHITECTS ENGINEERS



1 PHASE 1
1" = 80'-0"

PHASE 1 SITE: 123,738 SF

EXISTING PROPERTY LINES
LOT LINE ADJUSTMENT DURING PHASE 1
PHASE 1 BUILDINGS

N

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1
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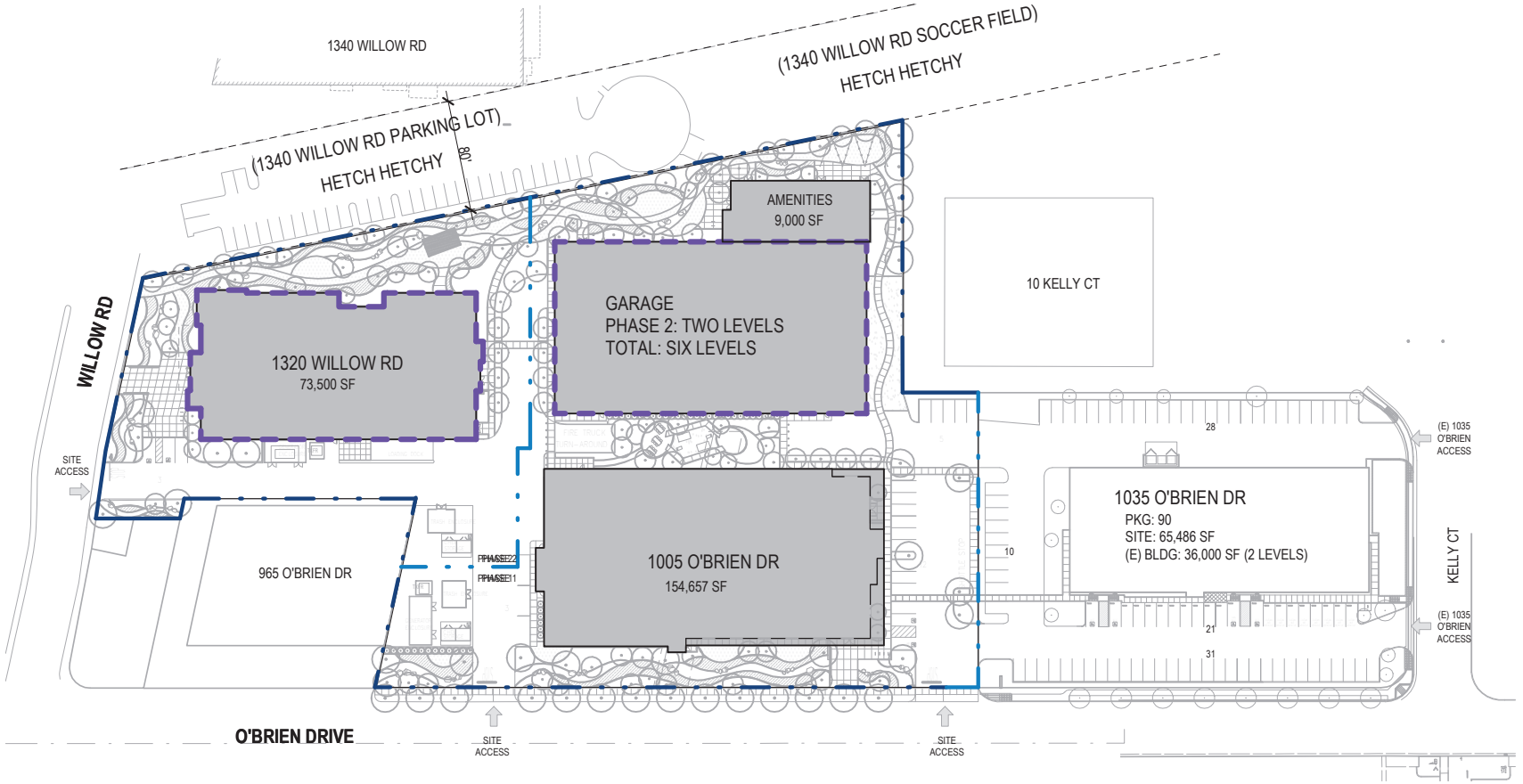
PHASING PLAN - PHASE 1

A3.2

DES ARCHITECTS ENGINEERS



1 PHASE 2

1" = 80'-0"

PHASE 2 SITE: 59,878 SF

EXISTING PROPERTY LINES

LOT LINE ADJUSTMENT DURING PHASE 1

PHASE 2 BUILDINGS

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

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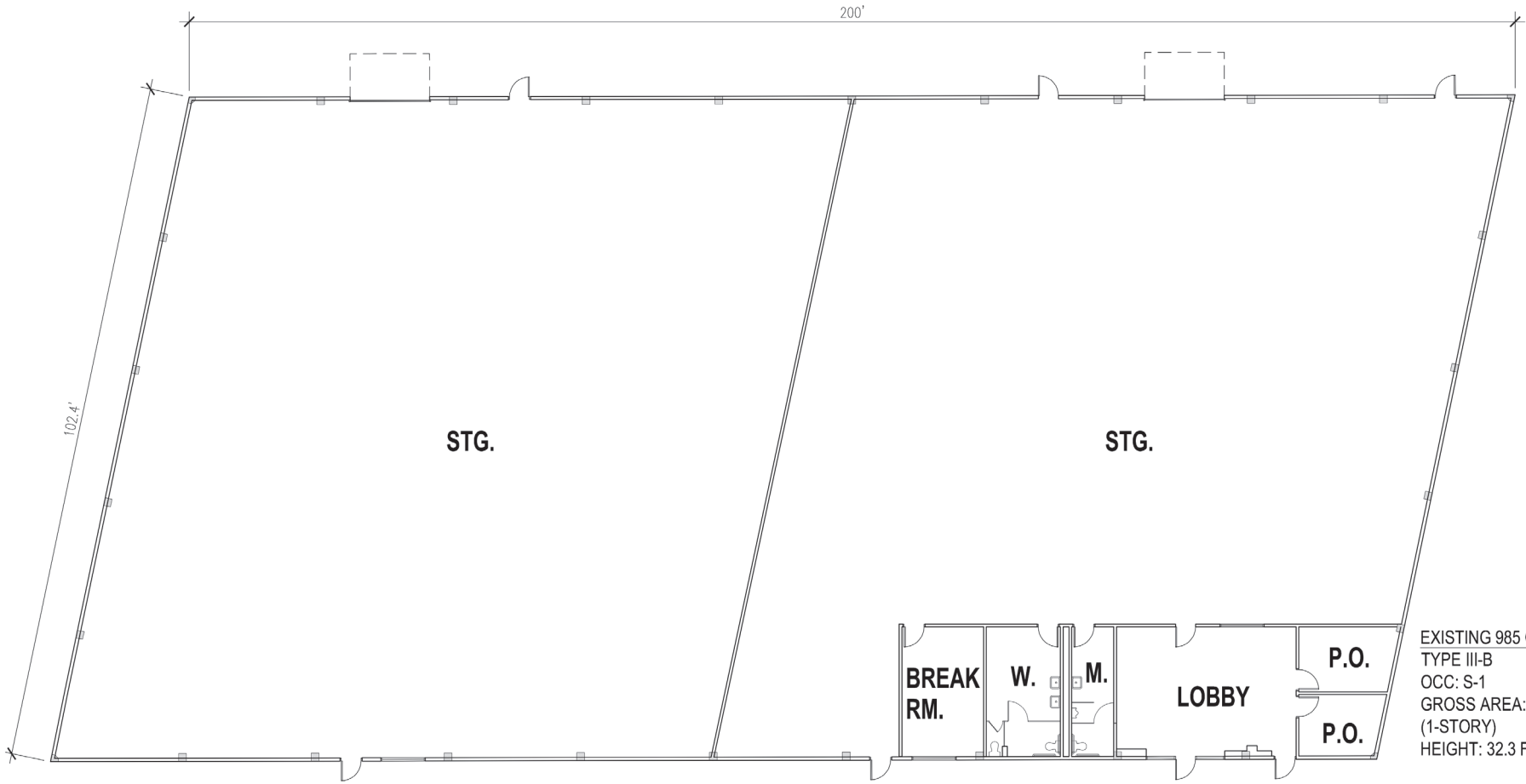
PHASING PLAN - PHASE 2

A3.3

DES ARCHITECTS ENGINEERS



EXISTING 985 O'BRIEN DR
TYPE III-B
OCC: S-1
GROSS AREA: 20,044 SF
(1-STORY)
HEIGHT: 32.3 FT

0 8' 16' 32'

SCALE: 1/16" = 1'-0"

N

BLDG TO BE DEMOLISHED

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1
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985 OBD EXISTING GROSS AREA

A4.1

DES ARCHITECTS ENGINEERS

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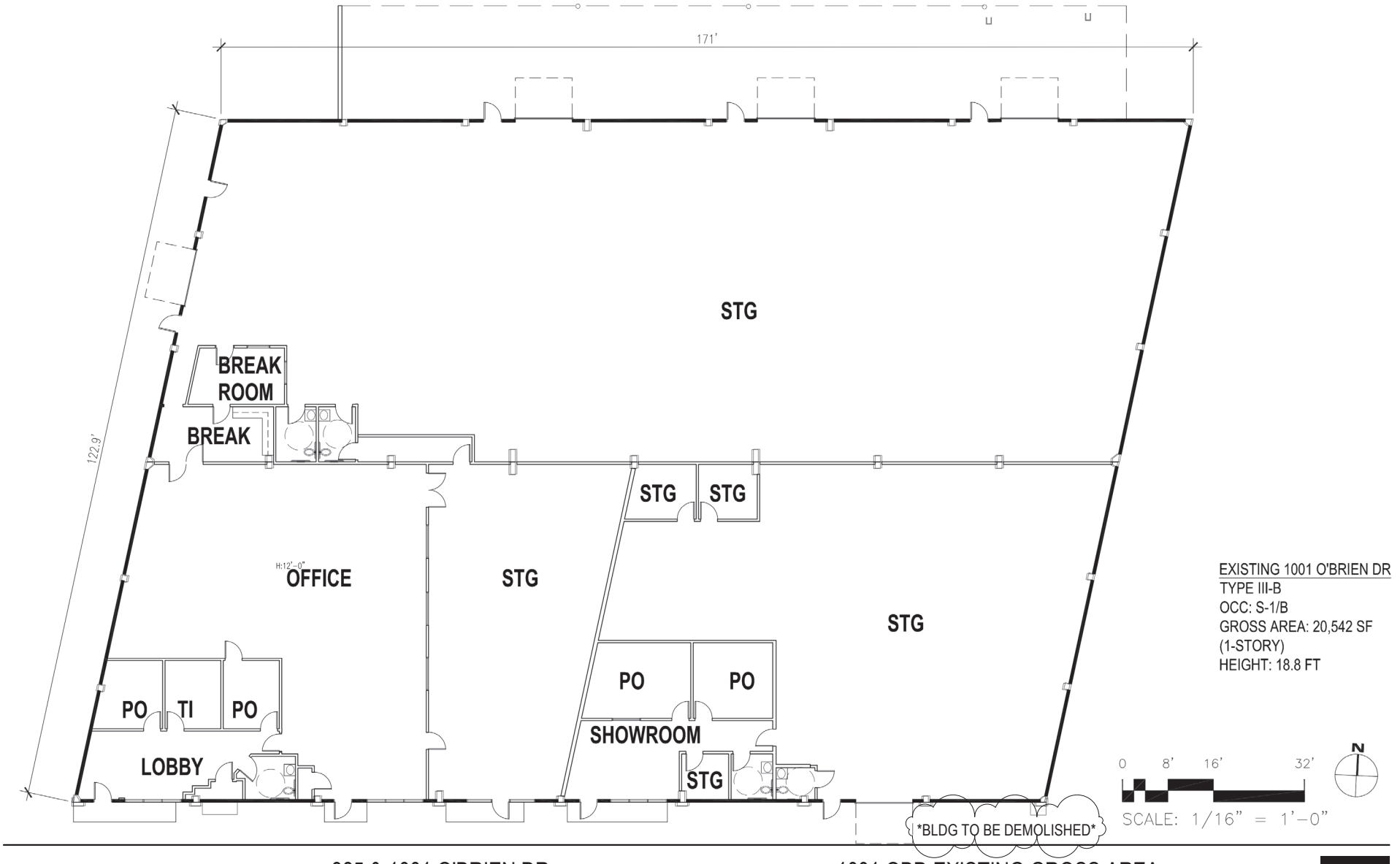

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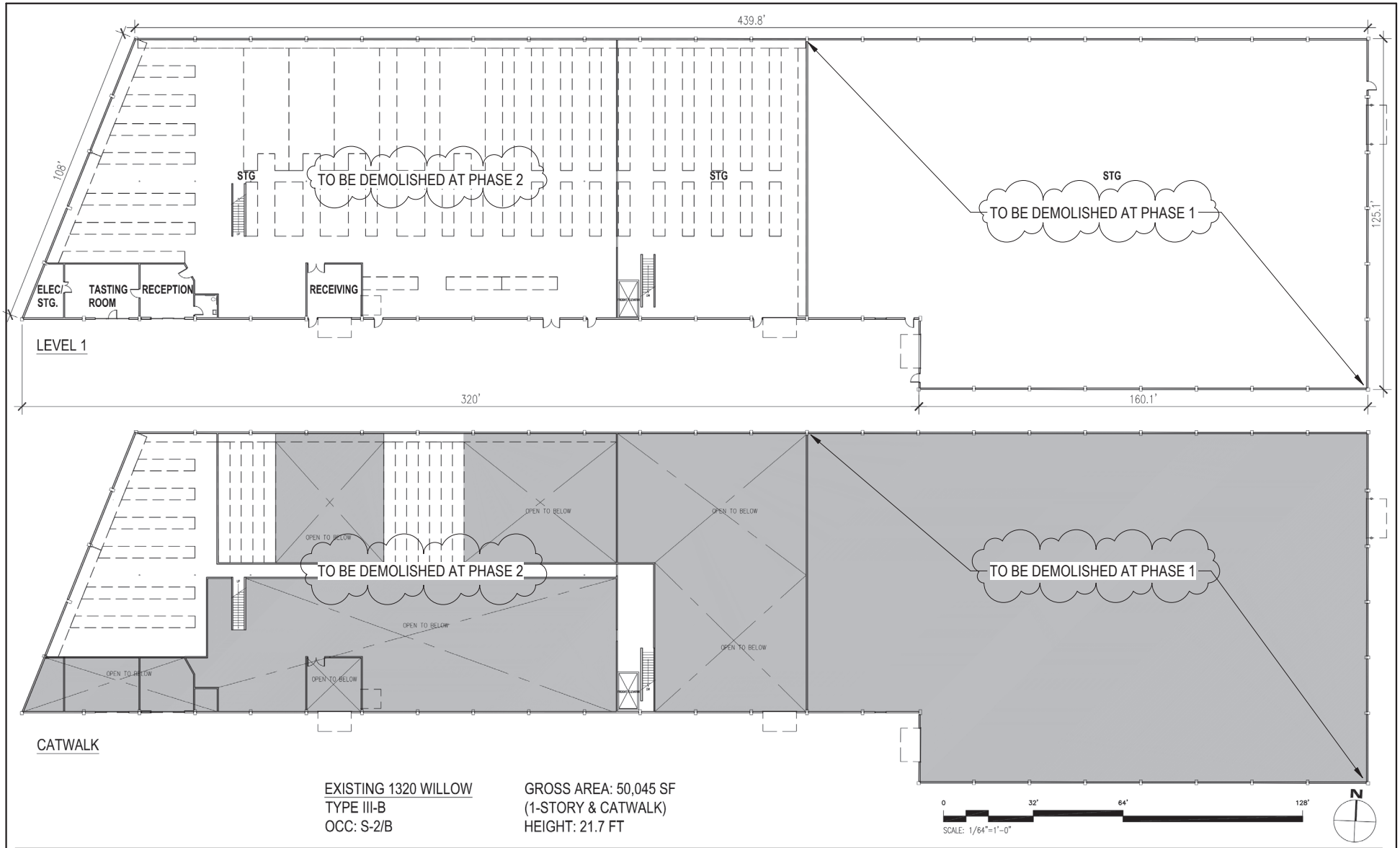
1001 OBD EXISTING GROSS AREA

A4.2

DES ARCHITECTS ENGINEERS



EXISTING 1320 WILLOW
TYPE III-B
OCC: S-2/B

GROSS AREA: 50,045 SF
(1-STORY & CATWALK)
HEIGHT: 21.7 FT

TARLTON

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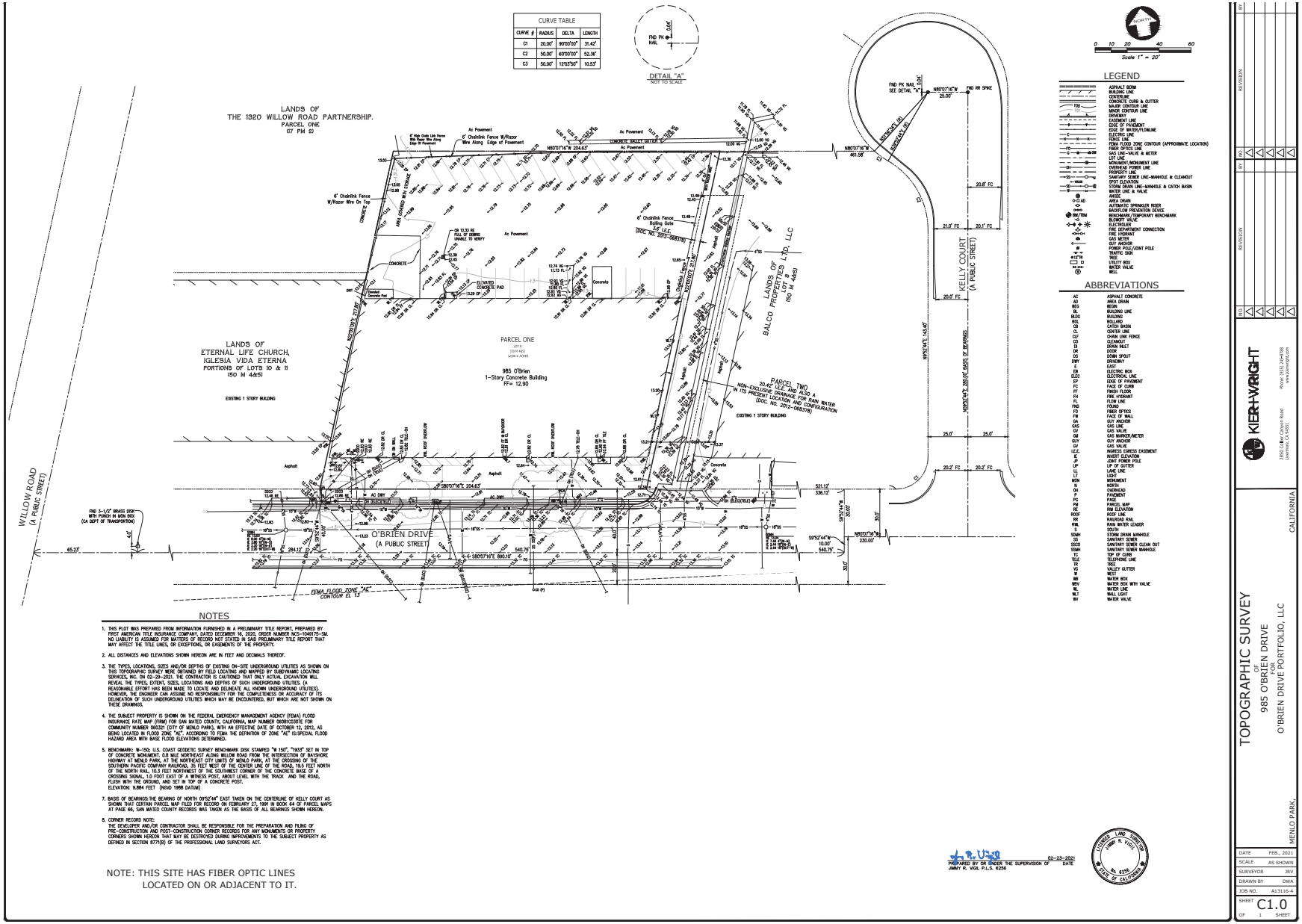
1320 WILLOW EXISTING GROSS AREA

A4.3

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



NOTES

1. THIS PLOT WAS PREPARED FROM INFORMATION FURNISHED IN A PRELIMINARY TITLE REPORT, PREPARED BY FIRST AMERICAN TITLE INSURANCE COMPANY, DATED DECEMBER 16, 2020, ORDER NUMBER NCS-1049175-SM. NO LIABILITY IS ASSUMED FOR MATTERS OF RECORD NOT STATED IN SAID PRELIMINARY TITLE REPORT THAT MAY AFFECT THE TITLE LINES, OR EXCEPTIONS, OR EASEMENTS OF THE PROPERTY.
2. ALL DISTANCES AND ELEVATIONS SHOWN HEREON ARE IN FEET AND DECIMALS THEREOF.
3. THE TYPES, LOCATIONS, SIZES AND/OR DEPTHS OF EXISTING ON-SITE UNDERGROUND UTILITIES AS SHOWN ON THIS TOPOGRAPHIC SURVEY WERE OBTAINED BY FIELD LOCATING AND MAPPED BY SUBSYNAMIC LOCATING SERVICES, INC. ON 02-26-2021. THE CONTRACTOR IS CAUTIONED THAT ONLY ACTUAL EXCAVATION WILL REVEAL THE TYPES, EXTENT, SIZES, LOCATIONS AND DEPTHS OF SUCH UNDERGROUND UTILITIES. (A REASONABLE EFFORT HAS BEEN MADE TO LOCATE AND DELINEATE ALL KNOWN UNDERGROUND UTILITIES). HOWEVER, THE ENGINEER CAN ASSUME NO RESPONSIBILITY FOR THE COMPLETENESS OR ACCURACY OF ITS DELINEATION OF SUCH UNDERGROUND UTILITIES WHICH MAY BE ENCOUNTERED, BUT WHICH ARE NOT SHOWN ON THESE DRAWINGS.
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5. BENCHMARK: M-150; U.S. COAST GEODETIC SURVEY BENCHMARK DISK STAMPED "M 150", "1933" SET IN TOP OF CONCRETE MONUMENT, 0.8 MILE NORTHEAST ALONG WILLOW ROAD FROM THE INTERSECTION OF BAYSHORE HIGHWAY AT MENLO PARK, AT THE NORTHEAST CITY LIMITS OF MENLO PARK, AT THE CROSSING OF THE SOUTHERN PACIFIC COMPANY RAILROAD, 35 FEET WEST OF THE CENTER LINE OF THE ROAD, 19.5 FEET NORTH OF THE NORTH RAIL, 10.3 FEET NORTHWEST OF THE SOUTHWEST CORNER OF THE CONCRETE BASE OF A CROSSING SIGNAL, 1.0 FOOT EAST OF A WITNESS POST, ABOUT LEVEL WITH THE TRACK AND THE ROAD, FLUSH WITH THE GROUND, AND SET IN TOP OF A CONCRETE POST. ELEVATION: 5.884 FEET (NGVD 1988 DATUM)
7. BASIS OF BEARINGS:THE BEARING OF NORTH 09°52'44" EAST TAKEN ON THE CENTERLINE OF KELLY COURT AS SHOWN THAT CERTAIN PARCEL MAP FILED FOR RECORD ON FEBRUARY 27, 1991 IN BOOK 64 OF PARCEL MAPS AT PAGE 46, SAN MATEO COUNTY RECORDS WAS TAKEN AS THE BASIS OF ALL BEARINGS SHOWN HEREON.
8. CORNER RECORD NOTE:
THE DEVELOPER AND/OR CONTRACTOR SHALL BE RESPONSIBLE FOR THE PREPARATION AND FILING OF PRE-CONSTRUCTION AND POST-CONSTRUCTION CORNER RECORDS FOR ANY MONUMENTS OR PROPERTY CORNERS SHOWN HEREON THAT MAY BE DESTROYED DURING IMPROVEMENTS TO THE SUBJECT PROPERTY AS DEFINED IN SECTION 8771(B) OF THE PROFESSIONAL LAND SURVEYORS ACT.

NOTE: THIS SITE HAS FIBER OPTIC LINES
LOCATED ON OR ADJACENT TO IT.

02-23-2021
PREPARED BY OR UNDER THE SUPERVISION OF DATE
JIMMY R. VIGIL P.L.S. #6256

JIMMY R. VIGIL
No. 6256
LICENSED LAND SURVEYOR
STATE OF CALIFORNIA

NO.	REVISION	BY
NO.	REVISION	BY

KIER+WRIGHT
2855 Old Tar Canyon Road
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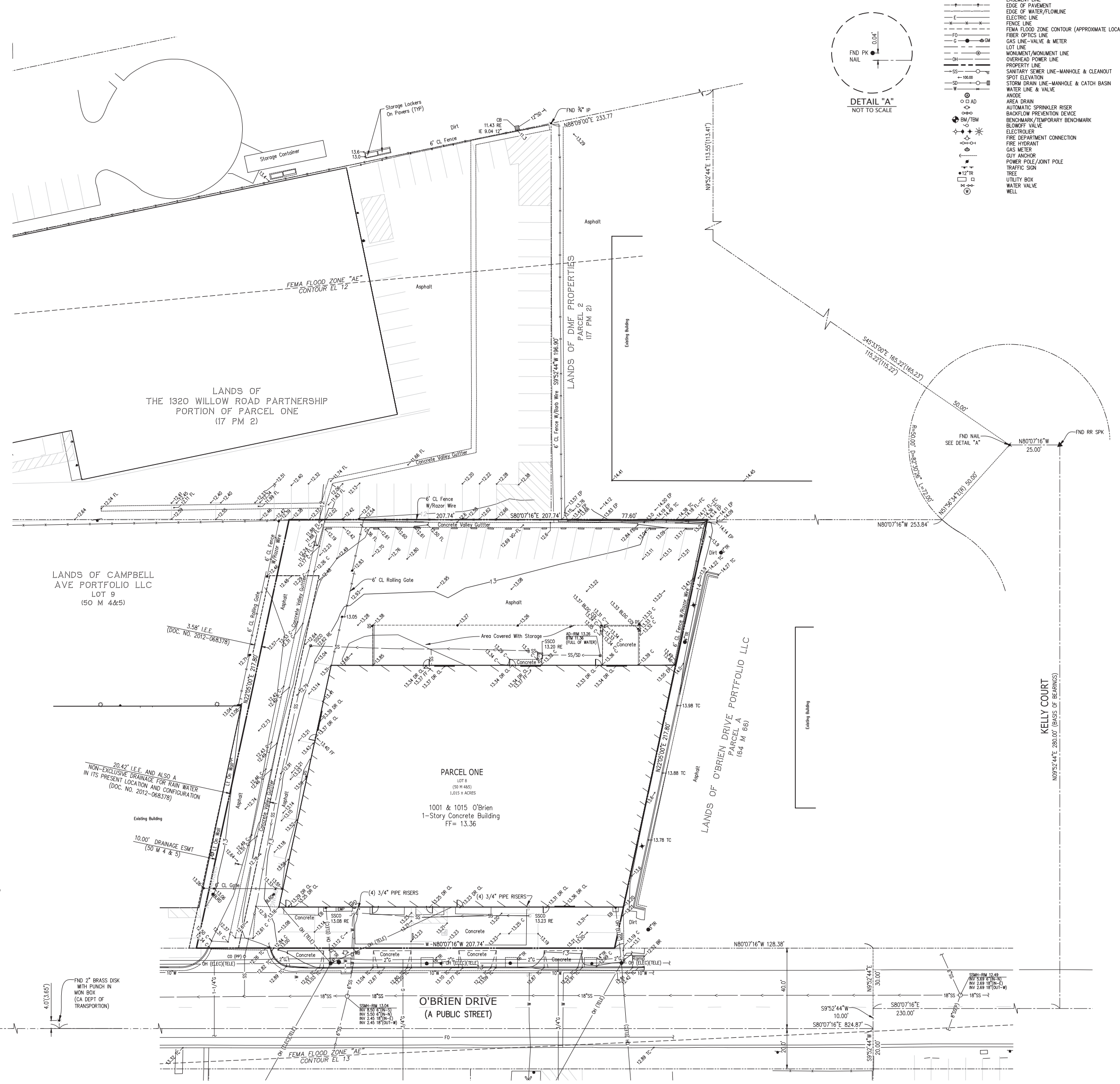
Phone: (925) 245-4288
www.kierwright.com

TOPOGRAPHIC SURVEY
OF
985 O'BRIEN DRIVE
AND
O'BRIEN DRIVE PORTFOLIO, LLC
MENLO PARK, CALIFORNIA

DATE	FEB., 2021
SCALE	AS SHOWN
SURVEYOR	JRV
DRAWN BY	DWA
JOB NO.	A13116-4
SHEET	C1.0
OF 1	SHEET

A5.1
N.T.S.

SCALED TOPO AS AN
ATTACHMENT



LEGEND

- ASPHALT BERM
- BUILDING LINE
- CENTERLINE
- CONCRETE CURB & GUTTER
- MAJOR CONTOUR LINE
- MINOR CONTOUR LINE
- DRIVEWAY
- EASEMENT LINE
- EDGE OF PAVEMENT
- EDGE OF WATER/FLOWLINE
- ELECTRIC LINE
- FENCE LINE
- FEMA FLOOD ZONE CONTOUR (APPROXIMATE LOCATION)
- FIBER OPTICS LINE
- GAS LINE-VALVE & METER
- LOT LINE
- MONUMENT/MONUMENT LINE
- OVERHEAD POWER LINE
- PROPERTY LINE
- SANITARY SEWER LINE-MANHOLE & CLEANOUT
- SPOT ELEVATION
- STORM DRAIN LINE-MANHOLE & CATCH BASIN
- WATER LINE & VALVE
- ANODE
- AREA DRAIN
- AUTOMATIC SPRINKLER RISER
- BACKFLOW PREVENTION DEVICE
- BENCHMARK/TEMPORARY BENCHMARK
- BLOWOFF VALVE
- ELECTROLIER
- FIRE DEPARTMENT CONNECTION
- FIRE HYDRANT
- GAS METER
- GUY ANCHOR
- POWER POLE/JOINT POLE
- TRAFFIC SIGN
- TREE
- UTILITY BOX
- WATER VALVE
- WELL

ABBREVIATIONS

AC	ASPHALT CONCRETE
AD	AREA DRAIN
BEG	BEGIN
BL	BUILDING LINE
BLDG	BUILDING
BOL	BOLLARD
BR	BOTTOM RAMP
CB	CATCH BASIN
CL	CENTER LINE
CLF	CHAIN LINK FENCE
CO	CLEANOUT
DI	DRAIN INLET
DR	DOOR
DS	DOWN SPOUT
DWY	DRIVEWAY
E	EAST
EB	ELECTRIC BOX
ELEC	ELECTRICAL LINE
EP	EDGE OF PAVEMENT
FC	FACE OF CURB
FF	FINISH FLOOR
FH	FIRE HYDRANT
FL	FLOW LINE
FND	FOUND
FO	FIBER OPTICS
FW	FACE OF WALL
GA	GUY ANCHOR
GAS	GAS LINE
GM	GAS MARKER/METER
GUY	GUY ANCHOR
GV	GAS VALVE
I.E.E.	INGRESS EGRESS EASEMENT
IE	INVERT ELEVATION
IP	IRON PIPE
JP	JOINT POWER POLE
LIP	LIP OF GUTTER
LL	LANE LINE
LT	LIGHT
M	MAP
MON	MONUMENT
N	NORTH
OH	OVERHEAD
PG	PAGE
PM	PARCEL MAP
RE	RIM ELEVATION
ROOF	ROOF LINE
RR	RAILROAD RAIL
RWL	RAIN WATER LEADER
S	SOUTH
SDMH	STORM DRAIN MANHOLE
SS	SANITARY SEWER
SSCO	SANITARY SEWER CLEAN OUT
SSMH	SANITARY SEWER MANHOLE
TC	TOP OF CURB
TELE	TELEPHONE LINE
TREE	TREE
VG	VALLEY GUTTER
W	WEST
WB	WATER BOX
WBV	WATER BOX WITH VALVE
WDE	WIDE
WV	WATER VALVE

NORTH

0 10 20 40 60

Scale 1" = 20'

NOTES

1. THIS SURVEY WAS PREPARED FROM INFORMATION FURNISHED IN A PRELIMINARY TITLE REPORT, PREPARED BY FIRST AMERICAN TITLE INSURANCE COMPANY, DATED DECEMBER 17, 2020, ORDER NO. NCS-1049174-SM. NO LIABILITY IS ASSUMED FOR MATTERS OF RECORD NOT STATED IN SAID PRELIMINARY TITLE REPORT THAT MAY AFFECT THE TITLE LINES, OR EXCEPTIONS, OR EASEMENTS OF THE PROPERTY.

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   FEMA BASE FLOOD ELEVATIONS ARE BASED ON NAVD88 DATUM. SEE BENCHMARK NOTE FOR DATUM CONVERSIONS.

5. BENCHMARK:
   W-150; U.S. COAST GEODETIC SURVEY BENCHMARK DISK STAMPED "W 150", "1933" SET IN TOP OF CONCRETE MONUMENT. 0.8 MILE NORTHEAST ALONG WILLOW ROAD FROM THE INTERSECTION OF BAYSHORE HIGHWAY AT MENLO PARK, AT THE NORTHEAST CITY LIMITS OF MENLO PARK, AT THE CROSSING OF THE SOUTHERN PACIFIC COMPANY RAILROAD, 35 FEET WEST OF THE CENTER LINE OF THE ROAD, 19.5 FEET NORTH OF THE NORTH RAIL, 10.3 FEET NORTHWEST OF THE SOUTHWEST CORNER OF THE CONCRETE BASE OF A CROSSING SIGNAL, 1.0 FOOT EAST OF A WITNESS POST, ABOUT LEVEL WITH THE TRACK AND THE ROAD, FLUSH WITH THE GROUND, AND SET IN TOP OF A CONCRETE POST.
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NOTE: THIS SITE HAS FIBER OPTIC LINES LOCATED ON OR ADJACENT TO IT.

J. R. Vigil 02-23-2021
PREPARED BY OR UNDER THE SUPERVISION OF
JIMMY R. VIGIL P.L.S. 6256

LICENSED LAND SURVEYOR · JIMMY R. VIGIL · No. 6256 · STATE OF CALIFORNIA

NO.	REVISION	BY

KIER+WRIGHT
2850 Collier Canyon Road
Livermore, CA 94551
Phone: (925) 245-8788
www.kierwright.com

TOPOGRAPHIC SURVEY
OF
1001-1015 O'BRIEN DRIVE
FOR
O'BRIEN DRIVE PORTFOLIO, LLC
MENLO PARK, CALIFORNIA

DATE	FEB., 2021
SCALE	AS SHOWN
SURVEYOR	JRV
DRAWN BY	DWA
JOB NO.	A15124-5
SHEET	C1.0
OF 1	SHEET

\2015\A15124-5\DWG\SURVEY\TOPO\TS-A15124-5.dwg 2-23-21 03:00:00 PM kwilkins

A5.2
N.T.S.

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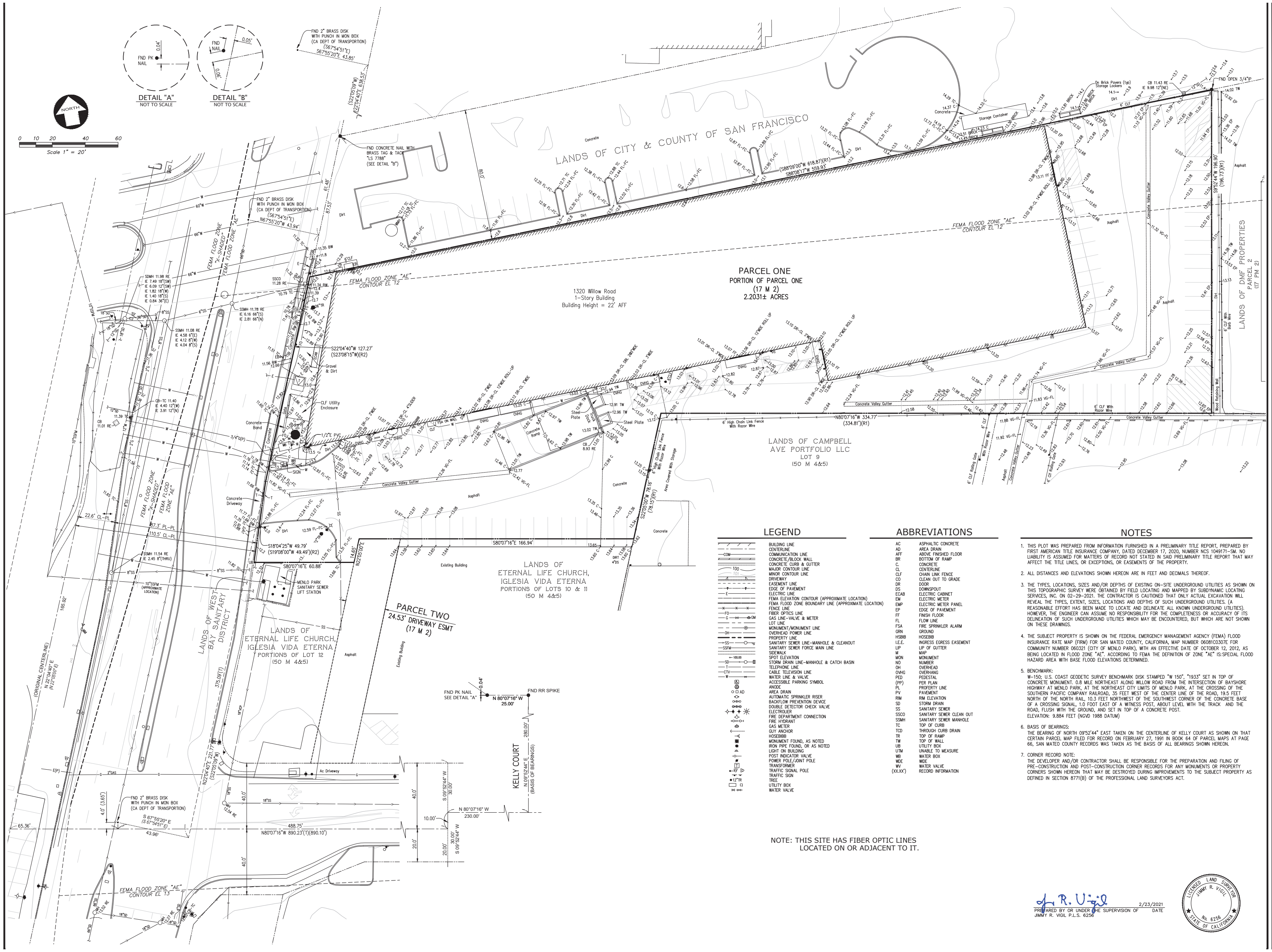

LEGEND

	BUILDING LINE
	CENTERLINE
	COMMUNICATION LINE
	CONCRETE/BLOCK WALL
	CONCRETE CURB & GUTTER
	MAJOR CONTOUR LINE
	MINOR CONTOUR LINE
	DRIVEWAY
	EASEMENT LINE
	EDGE OF PAVEMENT
	ELECTRIC LINE
	FEMA ELEVATION CONTOUR (APPROXIMATE LOCATION)
	FEMA FLOOD ZONE BOUNDARY LINE (APPROXIMATE LOCATION)
	FENCE LINE
	FIBER OPTICS LINE
	GAS LINE-VALVE & METER
	LOT LINE
	MONUMENT/MONUMENT LINE
	OVERHEAD POWER LINE
	PROPERTY LINE
	SANITARY SEWER LINE-MANHOLE & CLEANOUT
	SANITARY SEWER FORCE MAIN LINE
	SIDEWALK
	SPOT ELEVATION
	STORM DRAIN LINE-MANHOLE & CATCH BASIN
	TELEPHONE LINE
	CABLE TELEVISION LINE
	WATER LINE & VALVE
	ACCESSIBLE PARKING SYMBOL
	ANODE
	AREA DRAIN
	AUTOMATIC SPRINKLER RISER
	BACKFLOW PREVENTION DEVICE
	DOUBLE DETECTOR CHECK VALVE
	ELECTROLIER
	FIRE DEPARTMENT CONNECTION
	FIRE HYDRANT
	GAS METER
	GUY ANCHOR
	HOSEBIBB
	MONUMENT FOUND, AS NOTED
	IRON PIPE FOUND, OR AS NOTED
	LIGHT ON BUILDING
	POST INDICATOR VALVE
	POWER POLE/JOINT POLE
	TRANSFORMER
	TRAFFIC SIGNAL POLE
	TRAFFIC SIGN
	TREE
	UTILITY BOX
	WATER VALVE

ABBREVIATIONS

AC	ASPHALTIC CONCRETE
AD	AREA DRAIN
AFF	ABOVE FINISHED FLOOR
BR	BOTTOM OF RAMP
C.	CONCRETE
CL	CENTERLINE
CLF	CHAIN LINK FENCE
CO	CLEAN OUT TO GRADE
DR	DOOR
DS	DOWNSPOUT
ECAB	ELECTRIC CABINET
EM	ELECTRIC METER
EMP	ELECTRIC METER PANEL
EP	EDGE OF PAVEMENT
FF	FINISH FLOOR
FL	FLOW LINE
FSA	FIRE SPRINKLER ALARM
GRN	GROUND
HSBIB	HOSEBIB
I.E.E.	INGRESS EGRESS EASEMENT
LIP	LIP OF GUTTER
M	MAP
MON	MONUMENT
NO	NUMBER
OH	OVERHEAD
OVHG	OVERHANG
PED	PEDESTAL
(PP)	PER PLAN
PL	PROPERTY LINE
PV	PAVEMENT
RIM	RIM ELEVATION
SD	STORM DRAIN
SS	SANITARY SEWER
SSCO	SANITARY SEWER CLEAN OUT
SSMH	SANITARY SEWER MANHOLE
TC	TOP OF CURB
TCD	THROUGH CURB DRAIN
TR	TOP OF RAMP
TW	TOP OF WALL
UB	UTILITY BOX
UTM	UNABLE TO MEASURE
WB	WATER BOX
WDE	WIDE
WV	WATER VALVE
(XX.XX')	RECORD INFORMATION

NOTES

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J. R. Vigil 2/23/2021
PREPARED BY OR UNDER THE SUPERVISION OF JIMMY R. VIGIL P.L.S. 6256 — DATE

LICENSED LAND SURVEYOR — JIMMY R. VIGIL — No. 6256 — STATE OF CALIFORNIA

NO.	REVISION	BY

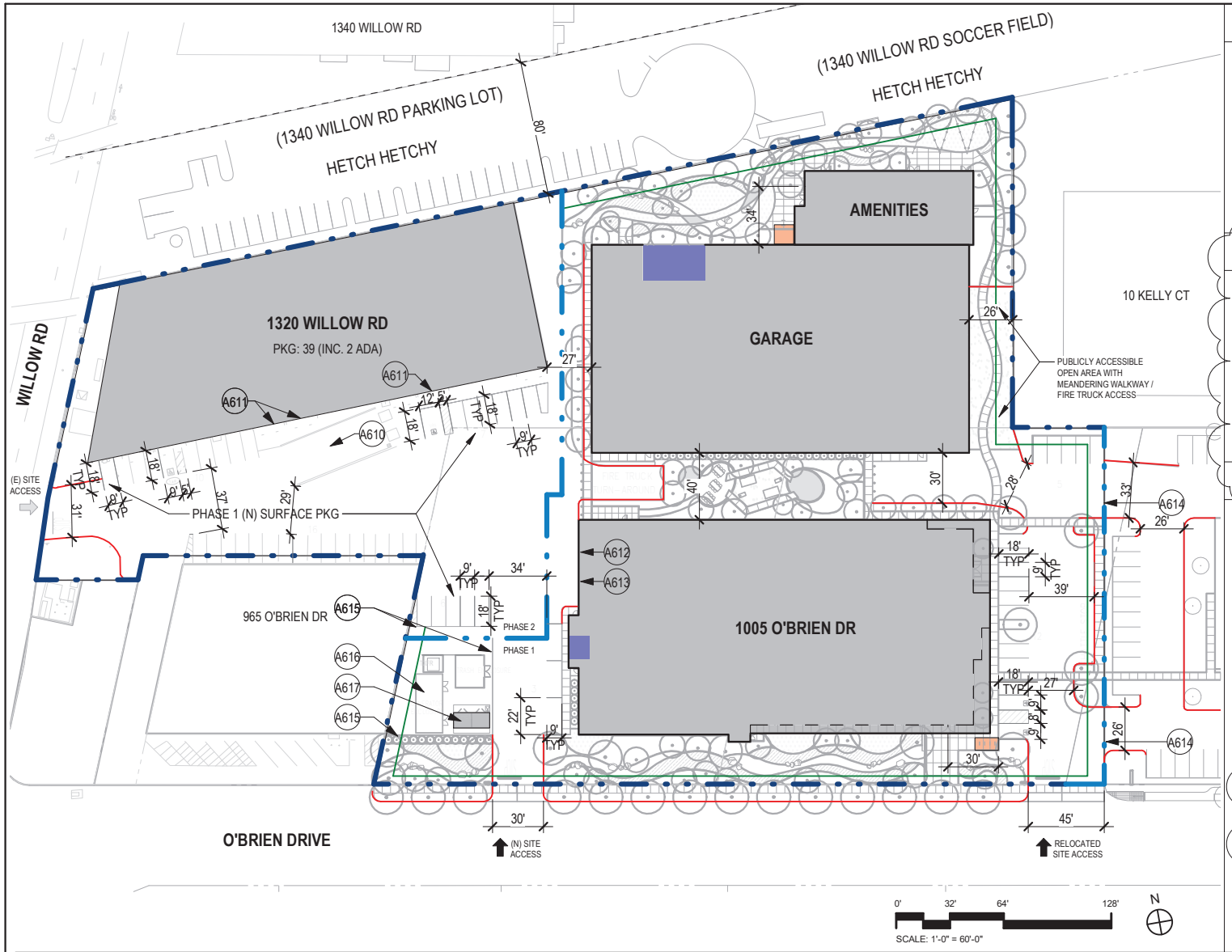
KIER+WRIGHT
2850 Collier Canyon Road
Livermore, CA 94551
Phone: (925) 245-8788
www.kierwright.com

TOPOGRAPHIC SURVEY
OF
1320 WILLOW ROAD
FOR
O'BRIEN DRIVE PORTFOLIO, LLC
MENLO PARK, CALIFORNIA

DATE	FEB., 2021
SCALE	AS SHOWN
SURVEYOR	JRV
DRAWN BY	KRW
JOB NO.	A15124-4
SHEET	C1.0
OF	1 SHEET

A5.3
N.T.S.

SCALED TOPO AS AN ATTACHMENT



SHEET NOTES

KEYNOTES

A610	(E) RECESSED LOADING DOCK
A611	(E) ROLL UP DOOR
A612	(N) LOADING DOCK W/ROLL UP DOOR
A613	(N) ROLL UP DOOR
A614	(N) PROPOSED ACCESS INTO NEIGHBORING PROPERTY
A615	(N) SERVICE YARD SCREENING
A616	(N) GENERATOR
A617	POTENTIAL CHEMICAL STORAGE (TBD - FUTURE TENANT)

LEGEND

- EXISTING PROPERTY LINE
- PROPOSED LOT LINE ADJUSTMENT
- LS-ZONING SETBACKS
- FIRE LANE - NO PARKING
- SITE COVERAGE

ENCLOSED LONG-TERM BICYCLE PARKING : 41 (PHASE 1)
SEE SHEET A9.2 & A13.4

EXTERIOR LOOPS SHORT-TERM BICYCLE PARKING : 12 BIKES
(8 AT 1005 O'BRIEN DR + 4 AT AMENTIES)

TXFR TRANSFORMER

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

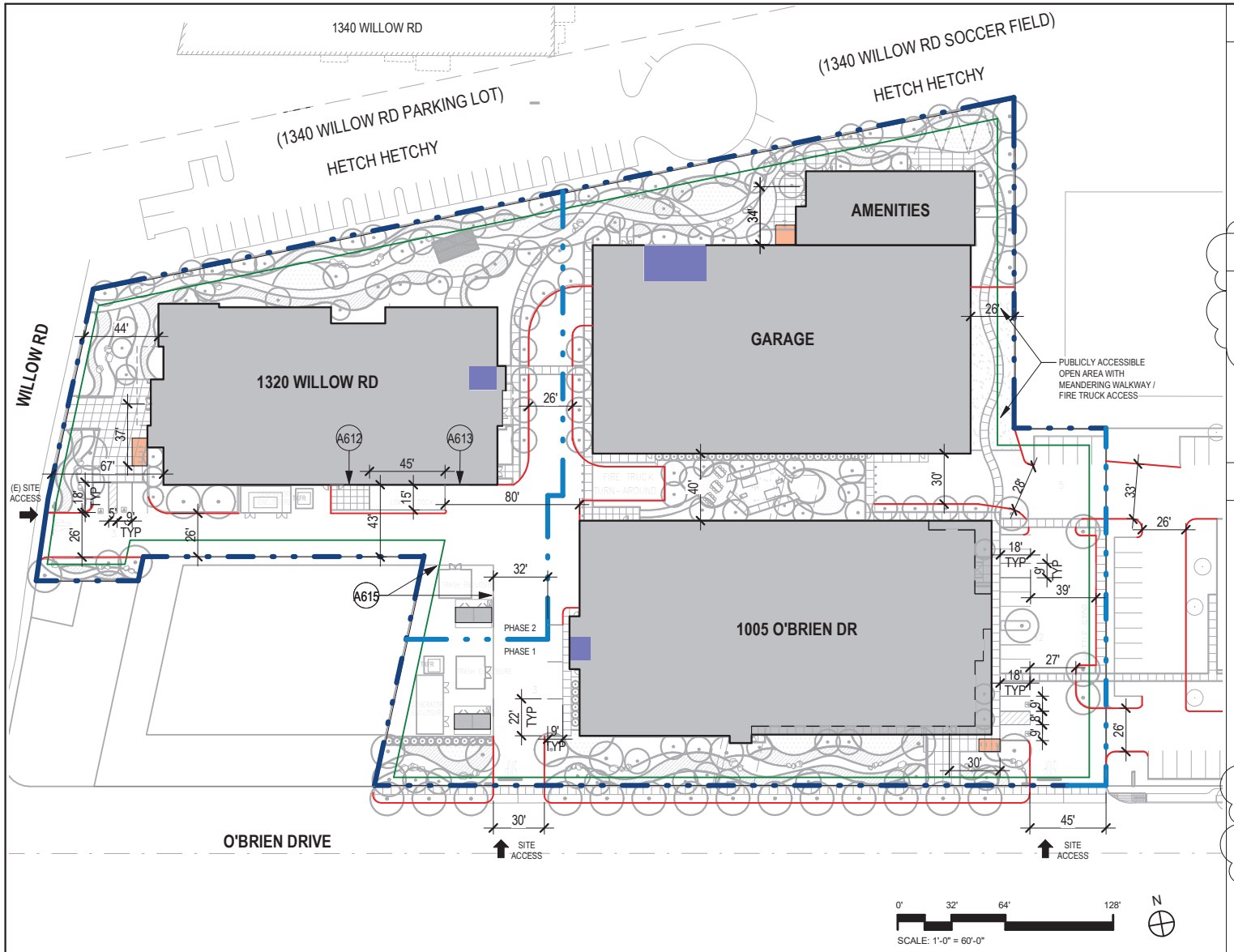
10-28-2021 C.U.P. RESPONSE 1
06-23-2021 C.U.P. SUBMITTAL

PHASE 1 PROPOSED SITE PLAN

A6.1

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



SHEET NOTES

KEYNOTES

A612	(N) LOADING DOCK W/ROLL UP DOOR
A613	(N) ROLL UP DOOR
A615	(N) SERVICE YARD SCREENING

LEGEND

- EXISTING PROPERTY LINE
- PROPOSED LOT LINE ADJUSTMENT
- LS-ZONING SETBACKS
- FIRE LANE - NO PARKING
- SITE COVERAGE

- ENCLOSED LONG-TERM BICYCLE PARKING : 48 (PHASE 1 + PHASE 2) SEE SHEET A11.2 & A13.4
- EXTERIOR LOOPS SHORT-TERM BICYCLE PARKING : 20 BIKES (PHASE 1 + 8 AT 1320 WILLOW RD)

TXFR TRANSFORMER

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

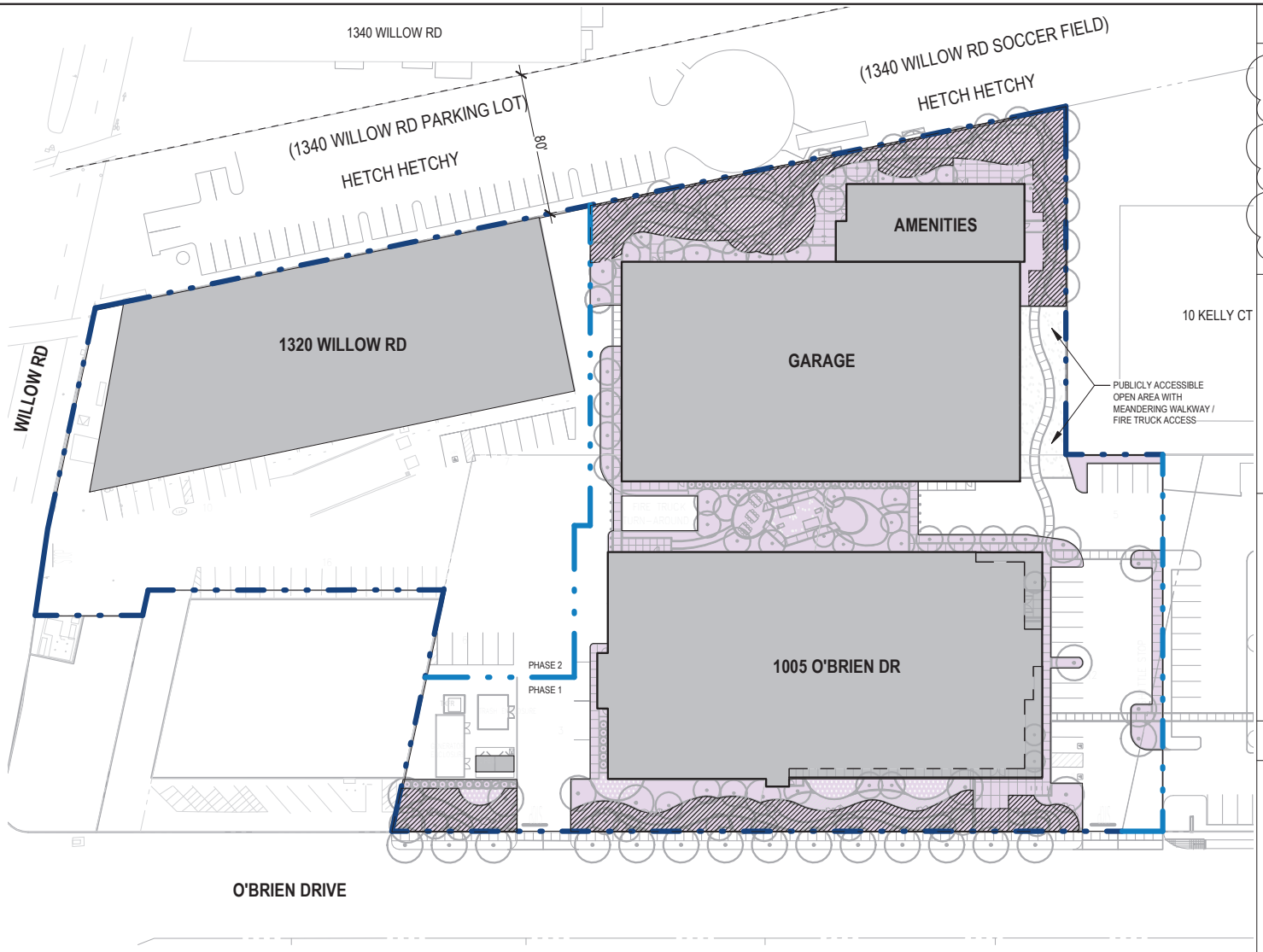
10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

PHASE 2 PROPOSED SITE PLAN

A6.2

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



SHEET NOTES

PHASE 1
AREA: 123,738 SF

SITE COVERAGE: 64,136 SF

OPEN SPACE:
REQUIRED = 24,748 SF (20% OF SITE)
PROVIDED = 33,762 SF (27% OF SITE)

PUBLIC OPEN SPACE:
REQUIRED = 12,374 SF (50% OF REQ'D OPEN SPACE)
PROVIDED = 14,574 SF (59% OF REQ'D OPEN SPACE)

LEGEND

- EXISTING PROPERTY LINE
- PROPOSED LOT LINE ADJUSTMENT
- SITE COVERAGE
- OPEN SPACE
- PUBLIC OPEN SPACE

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

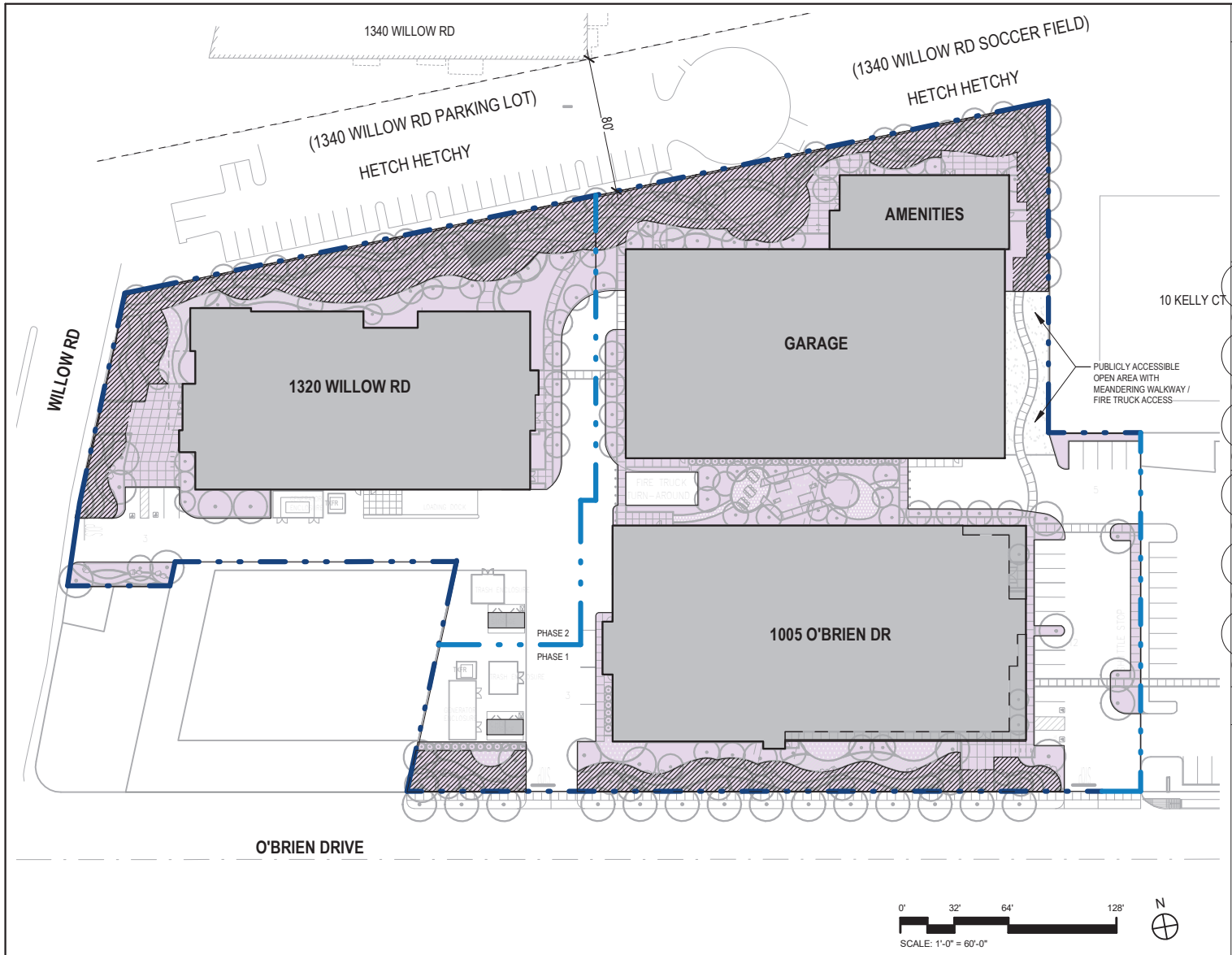
10-28-2021 C.U.P. RESPONSE 1
06-23-2021 C.U.P. SUBMITTAL

PHASE 1 OPEN SPACE DIAGRAM

A7.1

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



SHEET NOTES

PHASE 2
AREA: 59,878 SF

SITE COVERAGE: 21,284 SF

OPEN SPACE:
REQUIRED = 11,976 SF (20% OF SITE)
PROVIDED = 20,785 SF (35% OF SITE)

PUBLIC OPEN SPACE:
REQUIRED = 5,988 SF (50% OF REQ'D OPEN SPACE)
PROVIDED = 9,810 SF (82% OF REQ'D OPEN SPACE)

PHASE 1 + 2
PROJECT SITE AREA: 183,616 SF

SITE COVERAGE: 82,720 SF (ALL STRUCTURES)

OPEN SPACE:
REQUIRED = 36,724 SF (20% OF SITE)
PROVIDED = 54,547 SF (30% OF SITE)

PUBLIC OPEN SPACE:
REQUIRED = 18,362 SF (50% OF REQ'D OPEN SPACE)
PROVIDED = 24,384 SF (66% OF REQ'D OPEN SPACE)

LEGEND

- EXISTING PROPERTY LINE
- PROPOSED LOT LINE ADJUSTMENT
- SITE COVERAGE
- OPEN SPACE
- PUBLIC OPEN SPACE

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

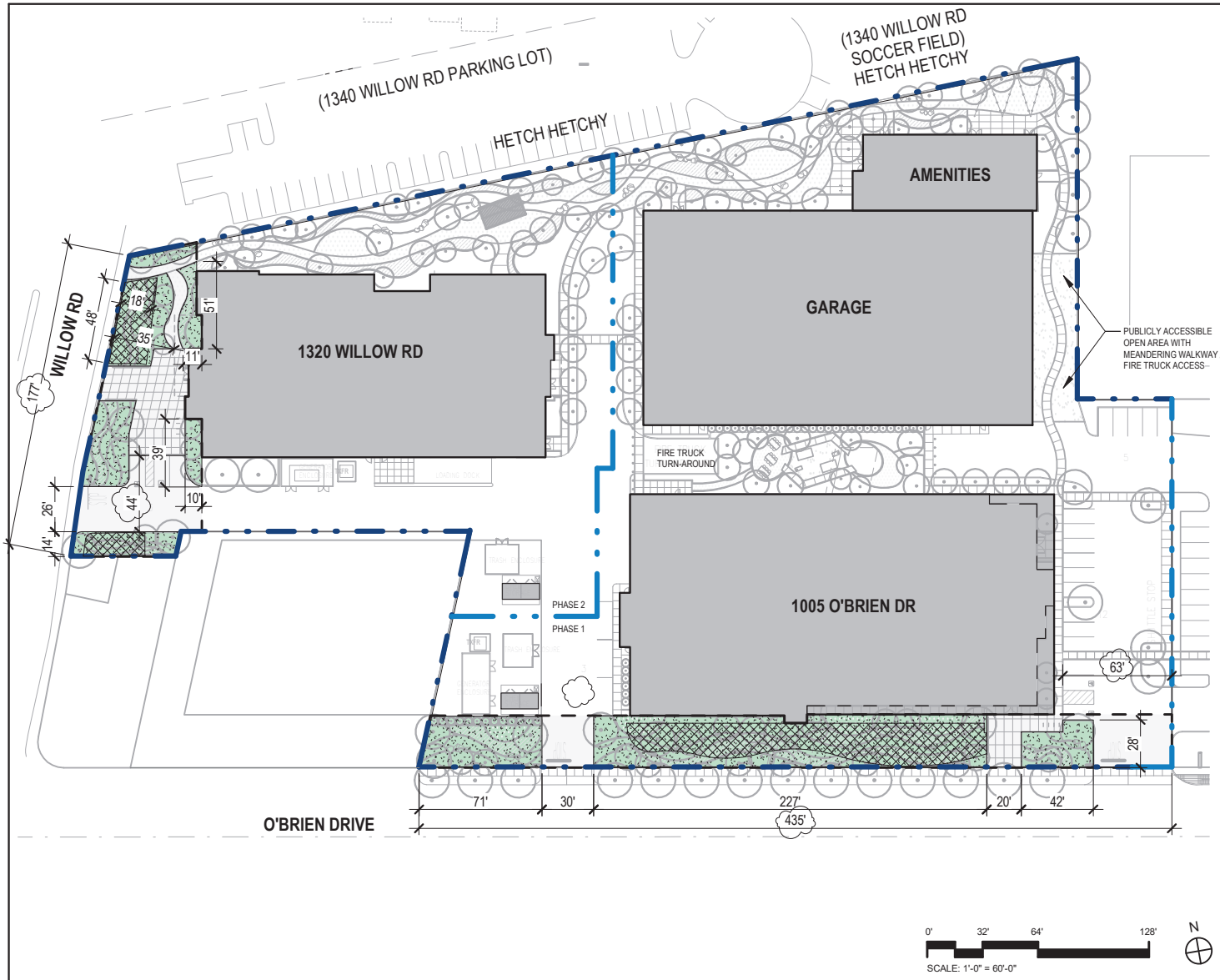
10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

PHASE 2 OPEN SPACE DIAGRAM

A7.2

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



SHEET NOTES

PHASE 1
FRONTAGE: 13,070 SF

FRONTAGE LANDSCAPE:
REQUIRED = 3,268 SF (25% OF FRONTAGE)
PROVIDED = 9,820 SF (75% OF FRONTAGE)

FRONTAGE STORMWATER TREATMENT:
REQUIRED = 1,634 SF (50% OF FRONTAGE LANDSCAPE)
PROVIDED = 4,440 SF (135% OF REQUIRED AREA)

PHASE 2
FRONTAGE: 9,964 SF

FRONTAGE LANDSCAPE:
REQUIRED = 2,491 SF (25% OF FRONTAGE)
PROVIDED = 4,674 SF (47% OF FRONTAGE)

FRONTAGE STORMWATER TREATMENT:
REQUIRED = 1,246 SF (50% OF FRONTAGE LANDSCAPE)
PROVIDED = 1,420 SF (57% OF REQUIRED AREA)

PHASE 1 + 2
FRONTAGE: 23,034 SF

FRONTAGE LANDSCAPE:
REQUIRED = 5,759 SF (25% OF FRONTAGE)
PROVIDED = 14,494 SF (63% OF FRONTAGE)

FRONTAGE STORMWATER TREATMENT:
REQUIRED = 2,880 SF (50% OF FRONTAGE LANDSCAPE)
PROVIDED = 5,860SF (102% OF FRONTAGE LANDSCAPE)

LEGEND

- EXISTING PROPERTY LINE
- PROPOSED LOT LINE ADJUSTMENT
- SITE COVERAGE
- FRONTAGE
- FRONTAGE LANDSCAPE
- FRONTAGE STORMWATER TREATMENT

TARLTON

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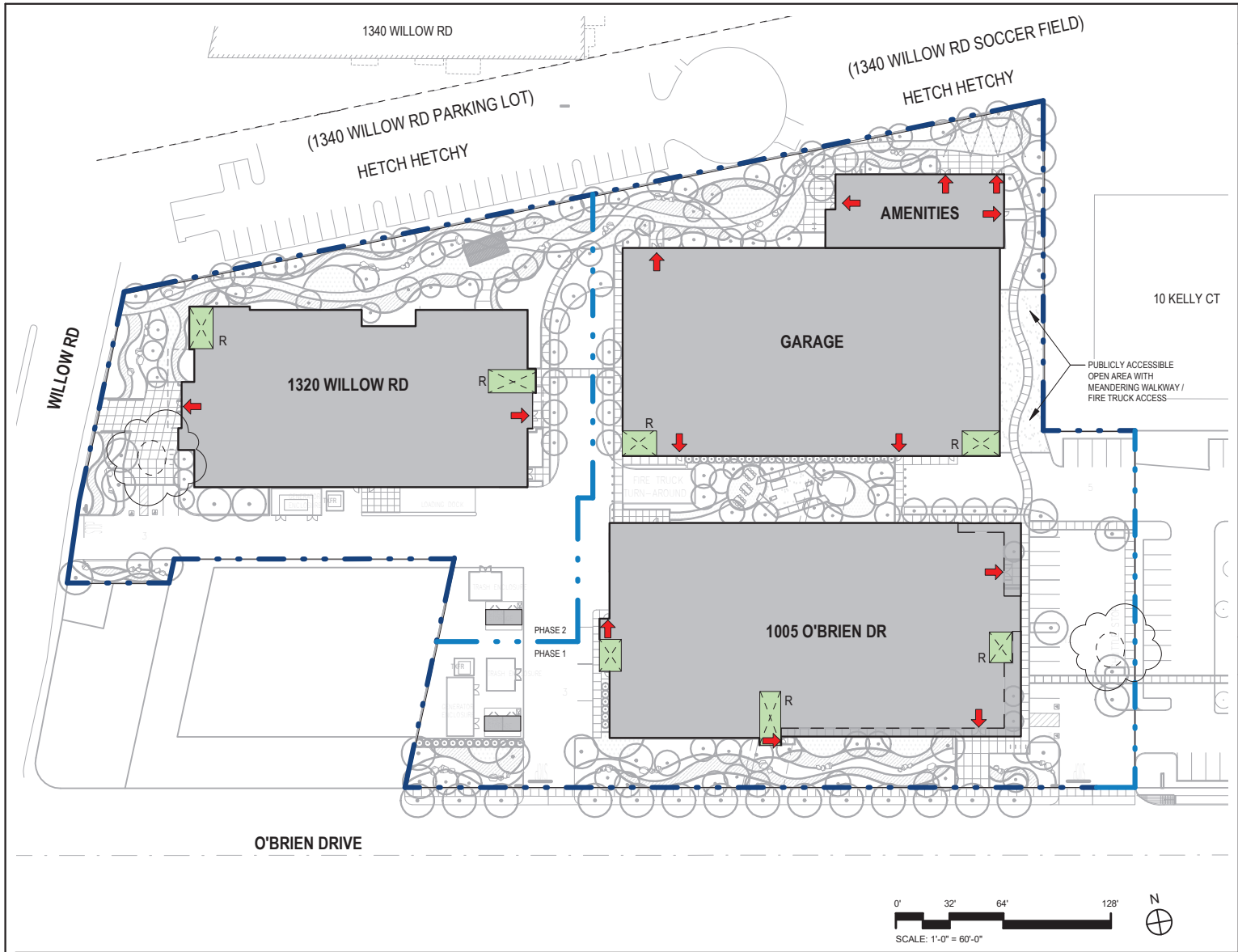
PHASE 1 & 2 FRONTAGE DIAGRAM

A7.3

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



SHEET NOTES

LEGEND

- EXISTING PROPERTY LINE
- PROPOSED LOT LINE ADJUSTMENT
- EXIT — EGRESS / EXIT
- STAIR TOWER
- R — STAIR TOWER WITH ROOF ACCESS
- SAFETY GATHERING AREA

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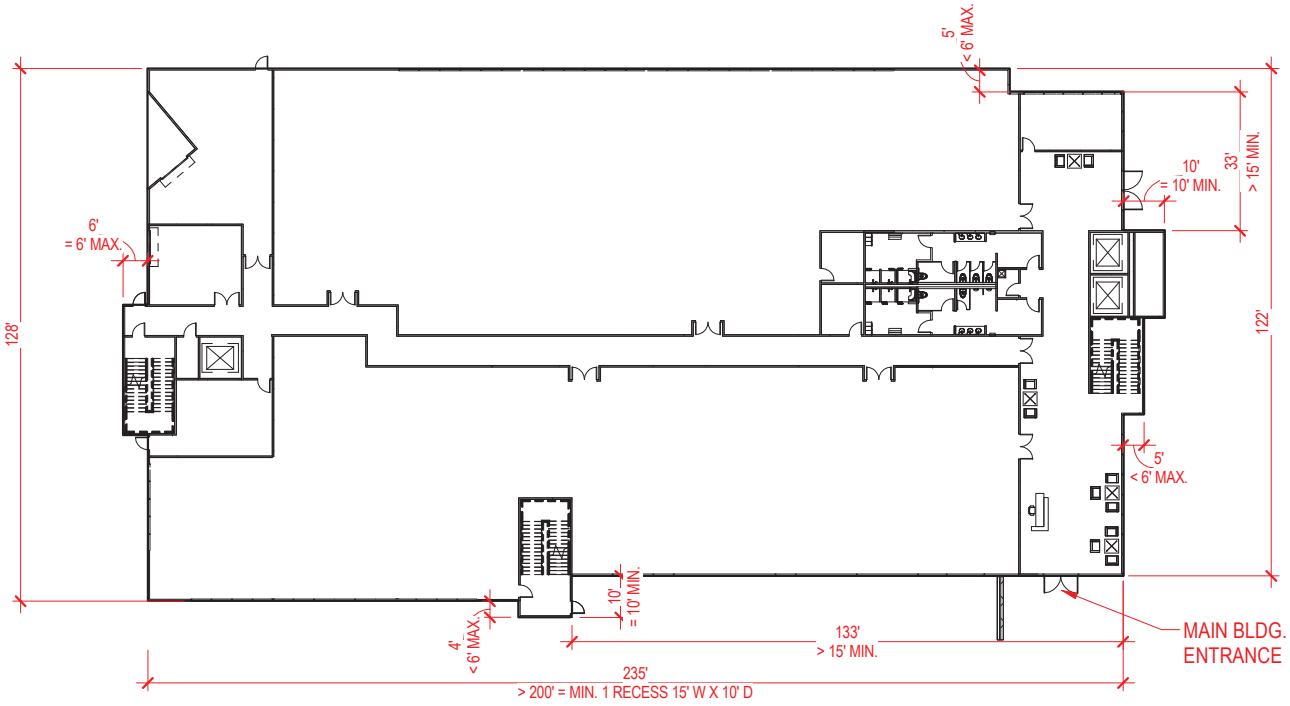
04-15-2021	D.R.T. REVIEW

SITE SERVICE / EMERGENCY PLAN

A8

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

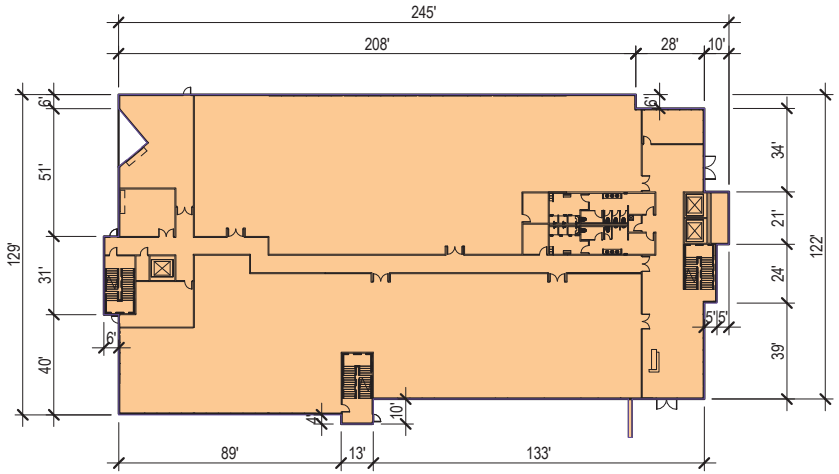
10-28-2021 C.U.P. RESPONSE 1

1005 O'BRIEN BLDG. MODULATION

A9

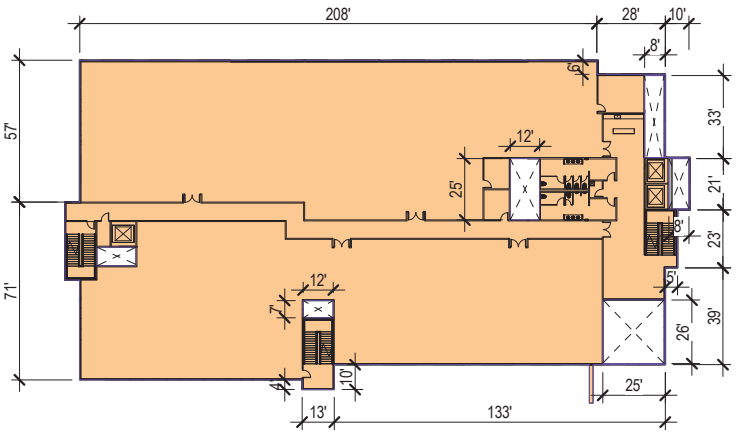
DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



1 1005 LEVEL 1

1" = 50'-0"



2 1005 LEVEL 2

1" = 50'-0"

0' 50' 75' 125'

SCALE: 1'-0" = 50'-0"

N

SHEET NOTES

GROSS FLOOR AREA:

LEVEL 1 R&D AREA	29,738 SF
LEVEL 2 R&D AREA	28,307 SF
LEVEL 3 R&D AREA	30,933 SF
LEVEL 4 R&D AREA	30,933 SF
LEVEL 5 R&D AREA	30,933 SF
ROOF STAIRS & ELEV.	1,407 SF
ROOF CONFERENCE	1,604 SF
ROOF STORAGE	510 SF
CHEMICAL STG.	200 SF
TOTAL:	**154,565 SF**

OUTDOOR ROOF DECK:

CIRCULATION:	1,594 SF
LANDSCAPE:	1,385 SF
SEATING/OPEN AREA:	999 SF
TOTAL:	3,978 SF

LEGEND

BUILDING (FAR)

- R&D AREA
- ROOF STAIRS & ELEVATOR
- CONFERENCE ROOM
- ROOF STORAGE

BUILDING (NOT INCLUDED IN FAR)

- ROOF DECK SEATING
- ROOF DECK CIRCULATION
- ROOF DECK LANDSCAPE
- ROOF (UNOCCUPIED)
- MECHANICAL
- SHAFTS/OPENINGS

SITE SERVICE (FAR)

- CHEMICAL STORAGE

TARLTON

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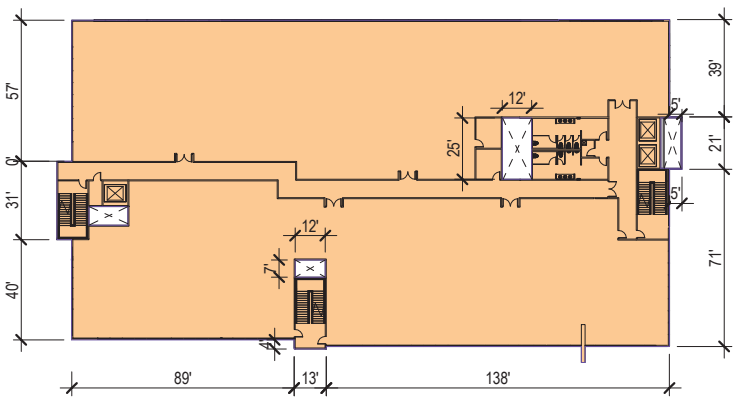
1005 O'BRIEN GROSS FLOOR AREA DIAGRAMS

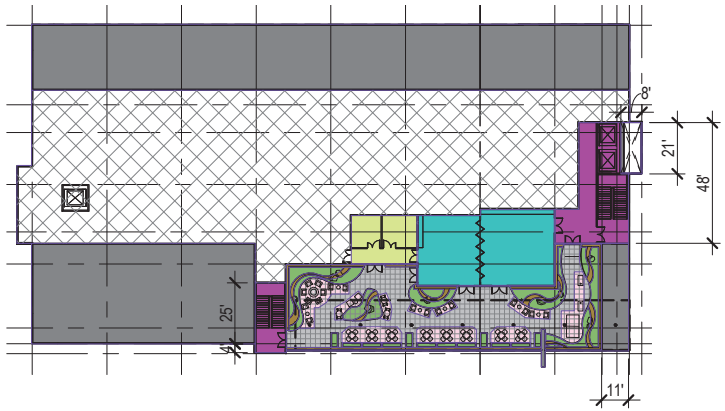
A9.1A

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



1 1005 LEVEL 3-5
1" = 50'-0"



2 1005 ROOF
1" = 50'-0"

0' 50' 75' 125'
SCALE: 1'-0" = 50'-0"

N

SHEET NOTES

GROSS FLOOR AREA:

LEVEL 1 R&D AREA	29,738 SF
LEVEL 2 R&D AREA	28,307 SF
LEVEL 3 R&D AREA	30,933 SF
LEVEL 4 R&D AREA	30,933 SF
LEVEL 5 R&D AREA	30,933 SF
ROOF STAIRS & ELEV.	1,407 SF
ROOF CONFERENCE	1,604 SF
ROOF STORAGE	510 SF
CHEMICAL STG.	200 SF
TOTAL:	**154,565 SF**

OUTDOOR ROOF DECK:

CIRCULATION:	1,594 SF
LANDSCAPE:	1,385 SF
SEATING/OPEN AREA:	999 SF
TOTAL:	3,978 SF

LEGEND

BUILDING (FAR)
- R&D AREA
- ROOF STAIRS & ELEVATOR
- CONFERENCE ROOM
- ROOF STORAGE

BUILDING (NOT INCLUDED IN FAR)
- ROOF DECK SEATING
- ROOF DECK CIRCULATION
- ROOF DECK LANDSCAPE
- ROOF (UNOCCUPIED)
- MECHANICAL
- SHAFTS/OPENINGS

SITE SERVICE (FAR)
- CHEMICAL STORAGE

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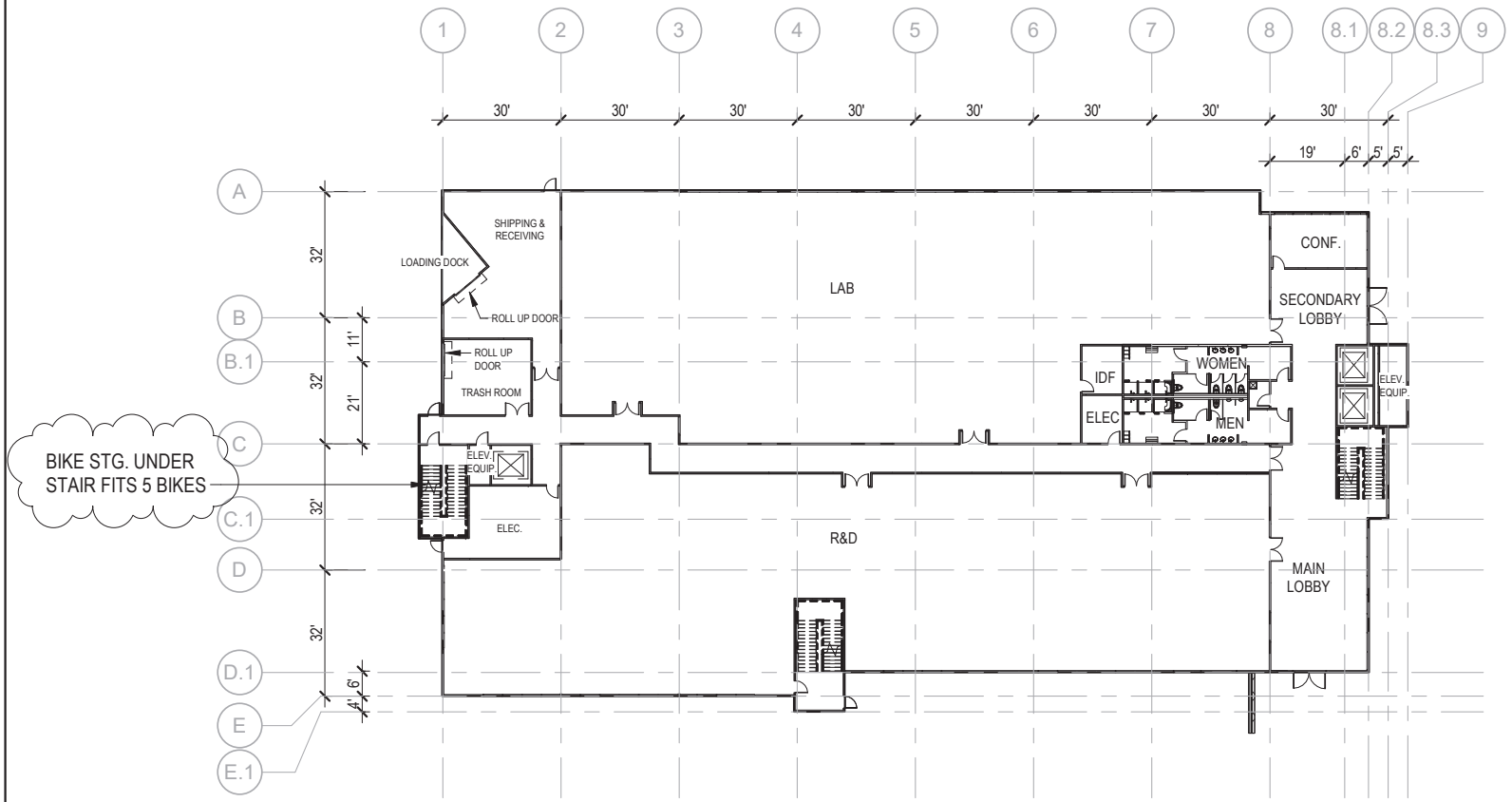
1005 O'BRIEN GROSS FLOOR AREA DIAGRAMS

A9.1B

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



0' 10' 25' 75'

SCALE: 1'-0" = 30'-0"

N

TARLTON

985 & 1001 O'BRIEN DR
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MENLO PARK, CA 94025

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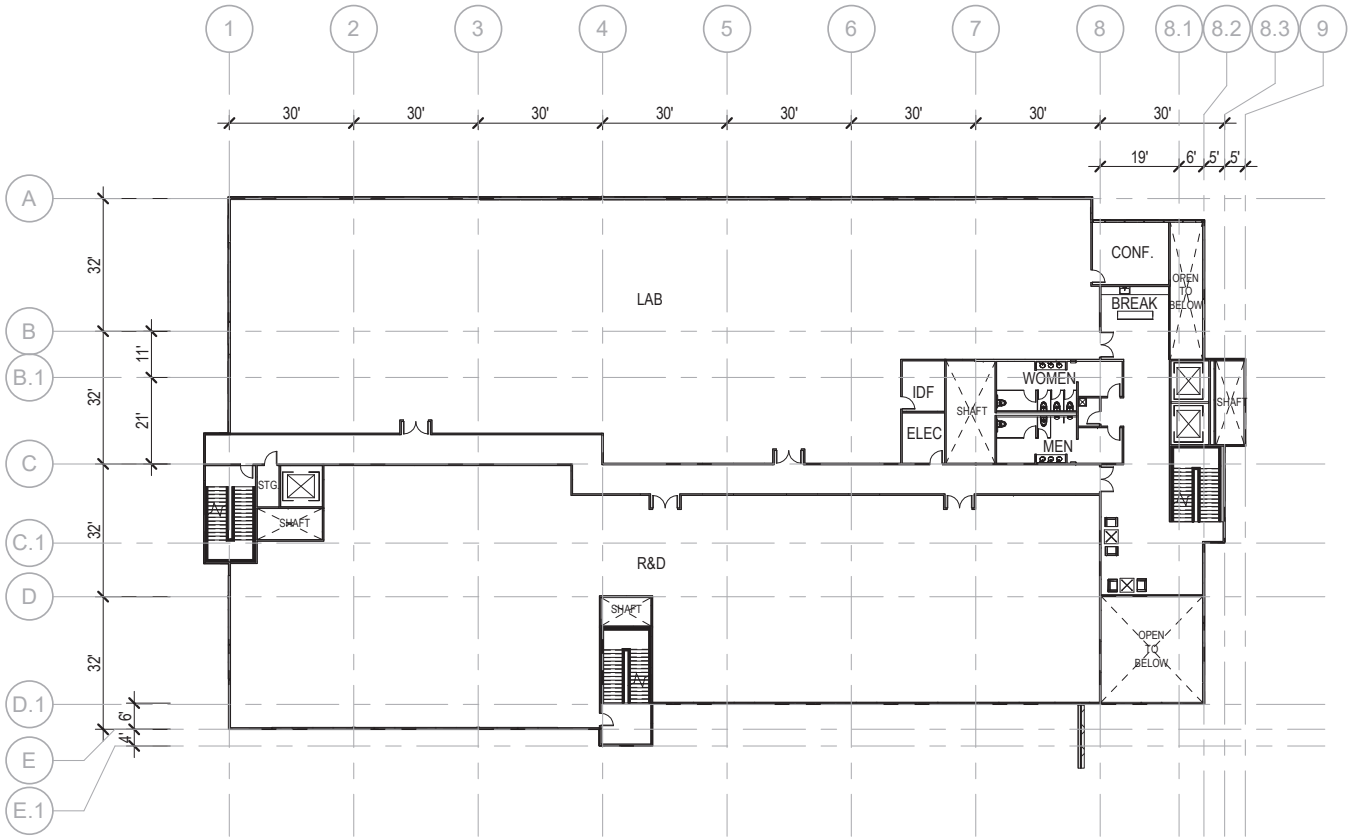
1005 O'BRIEN LEVEL 1

A9.2

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



0' 10' 25' 75'

SCALE: 1'-0" = 30'-0"

N

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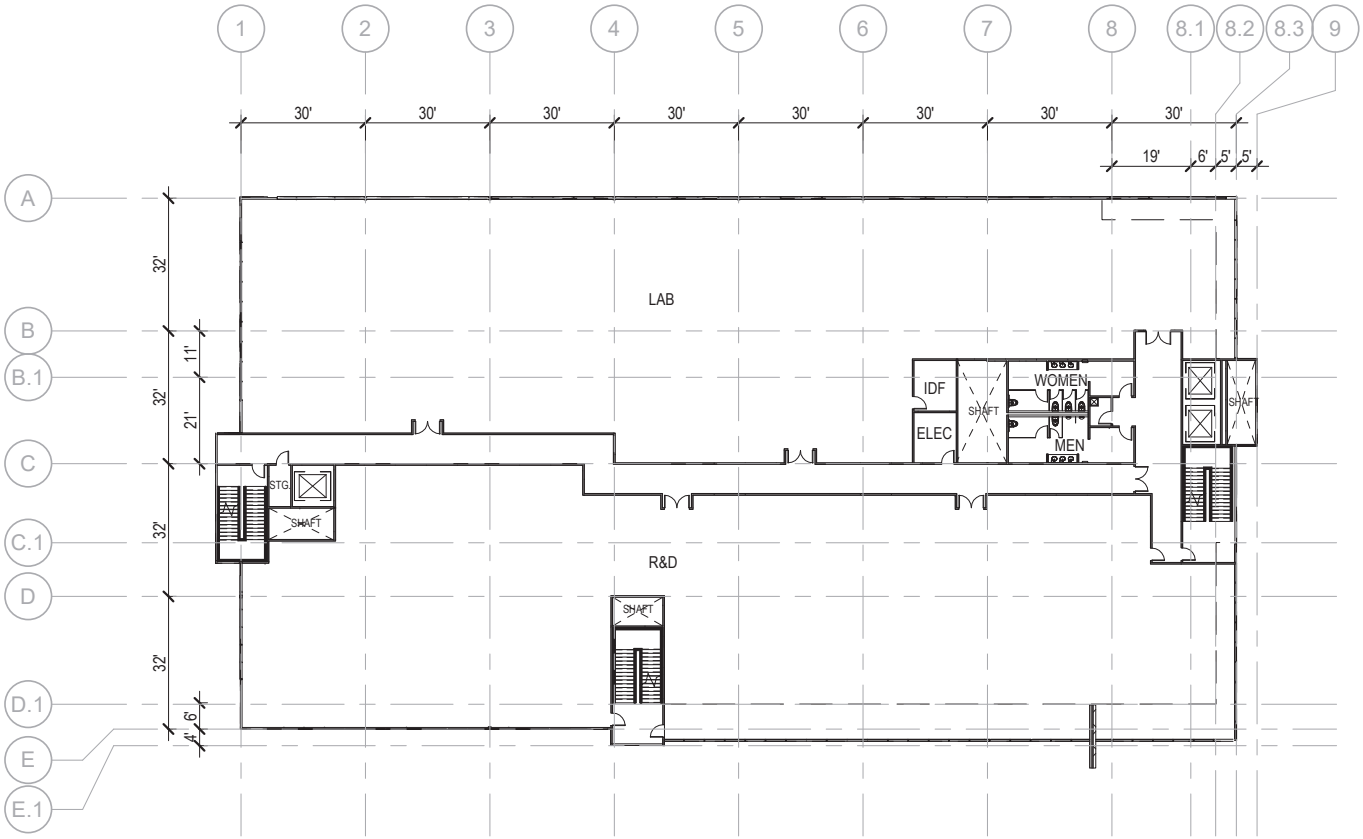
1005 O'BRIEN LEVEL 2

A9.3

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



0' 10' 25' 75'

SCALE: 1'-0" = 30'-0"

N

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021	C.U.P. RESPONSE 1
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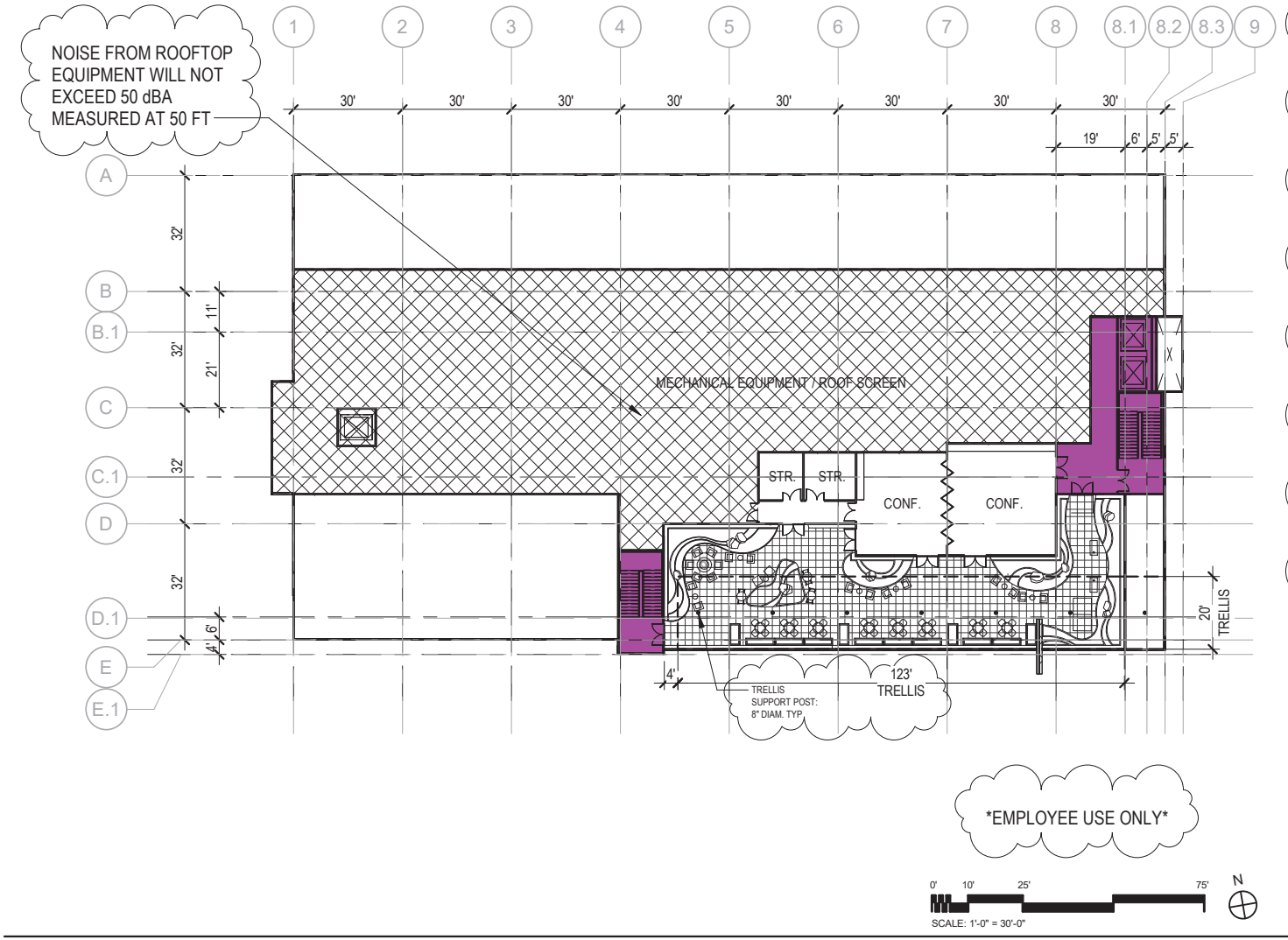
1005 O'BRIEN LEVEL 3-5

A9.4

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



HEIGHT CALCULATION - PHASE 1

	AREA (SF)	HEIGHT (FT)	TOTAL HEIGHT (FT)
1005 O'BRIEN DR			
BUILDING	27,412	85	87*
STAIR TOWERS /ROOF CONF & STG	3,521	99	101*
AMENITIES			
BUILDING	3,417	32	34*
STAIR TOWERS /ROOF STG	1,033	43	45*
GARAGE			
FOOTPRINT	26,850	47	49*
STAIR TOWERS	1,050	57	59*
AVERAGE HEIGHT			**66.91**

AVERAGE HEIGHT MAX 77.5 FT (INC. 10FT FLOOD ZONE)

* INCLUDES 2FT RAISED GRADE ABOVE EXISTING GRADE TO ACCOMMODATE FLOOD PLAIN REQUIREMENTS

LEGEND

- MECHANICAL EQUIPMENT / ROOF SCREEN AREA
- ROOF ACCESS & CIRCULATION
- ROOF TOP TRELLIS

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985 & 1001 O'BRIEN DR
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MENLO PARK, CA 94025

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1005 O'BRIEN ROOF & HEIGHT CALCULATION

A9.5

DES ARCHITECTS ENGINEERS

1 GLASS (TYP), LOW-E, TINTED BLUE
(BIRD SAFE GLASS)

2 GLASS (LOBBY), LOW-E, CLEAR
DOUBLE GLASS
(BIRD SAFE GLASS)

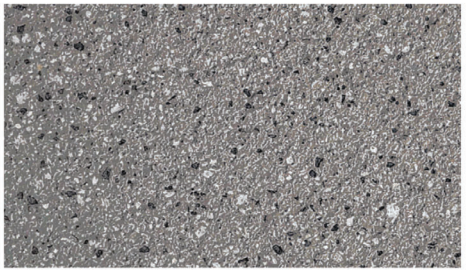
3 WINDOW MULLIONS: JLR MZG GRAY
MICA II

4 METAL PANEL SYSTEM AT LOWER CANOPY

5 CORRUGATED METAL PANEL:
ROOF SCREEN, WALL CLADDING
COLOR TO MATCH DUNN
CHARCOAL SKETCH

9 PERFORATED METAL AWNINGS
POWDER COATED GREY

6 GFRC, SANDBLASTED, SMOOTH:
COLOR TO MATCH DUNN EDWARDS
RECLAIMED WOOD



7 GFRC, SANDBLASTED, SMOOTH:
COLOR TO MATCH DUNN EDWARDS
CHARCOAL SKETCH

8 HIGH DENSITY COMPOSITE
EXTERIOR CLADDING: WOOD LOOK

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

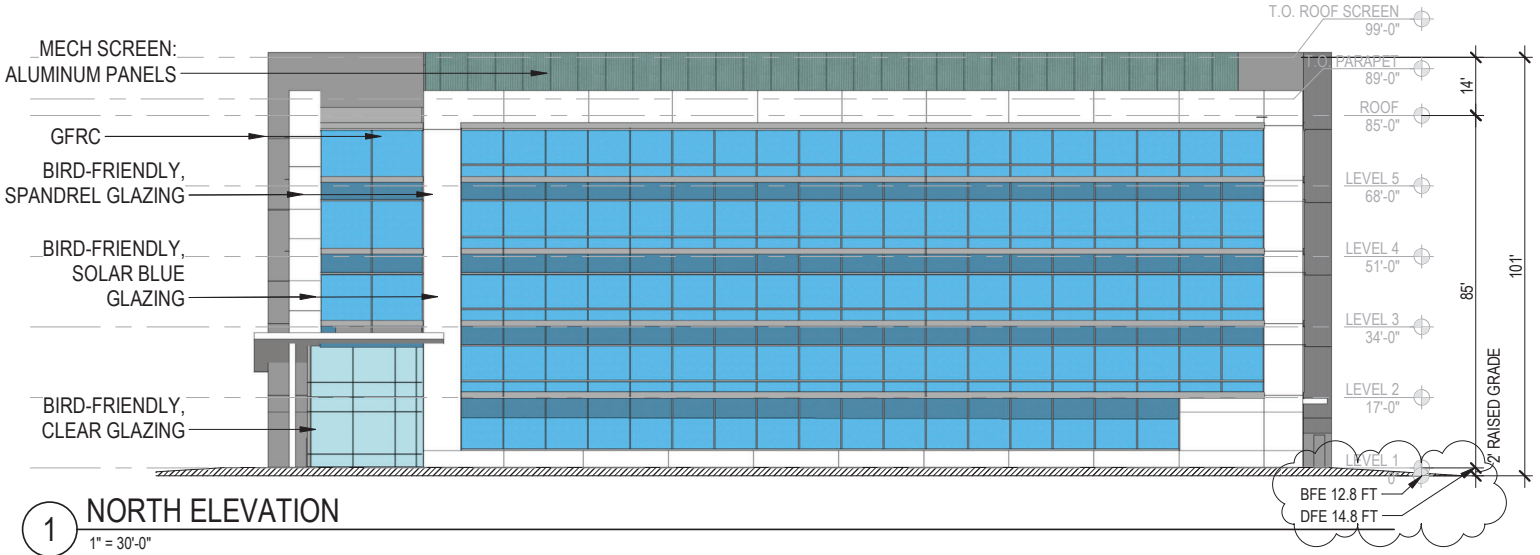
10-28-2021 C.U.P. RESPONSE 1

1005 O'BRIEN DR MATERIAL
BOARD

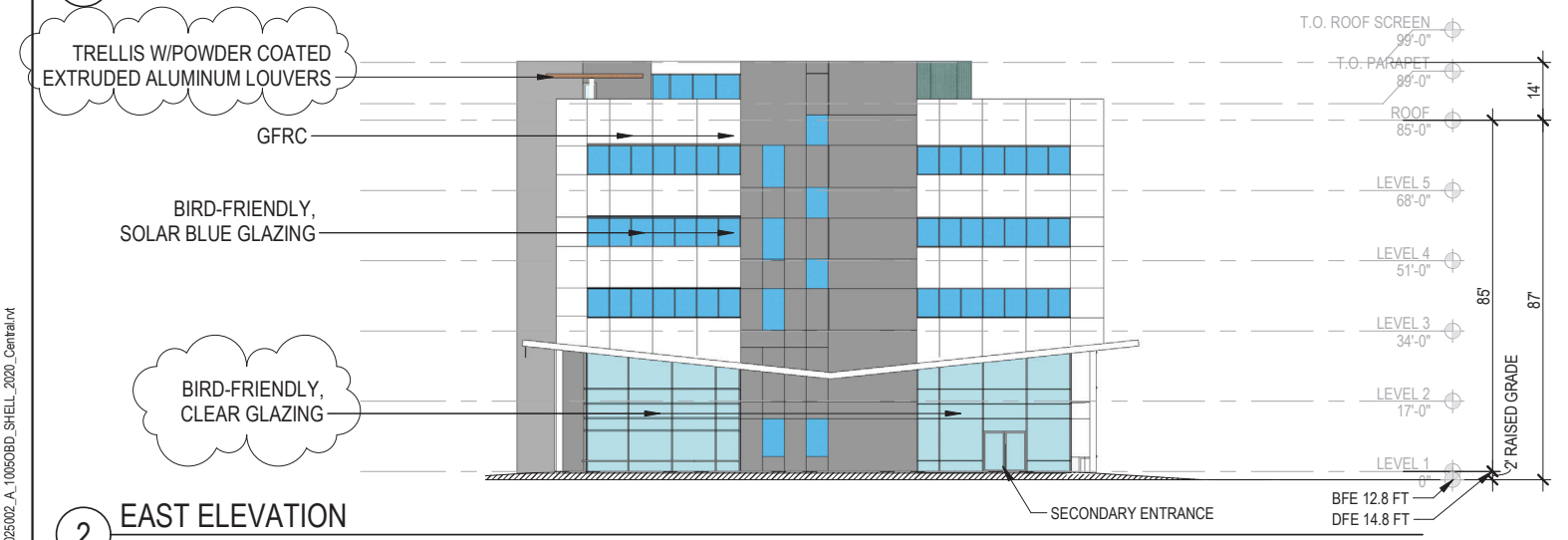
A10

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



1 NORTH ELEVATION
1" = 30'-0"



2 EAST ELEVATION
1" = 30'-0"

LEGEND

- SOLAR BAN 70, SOLAR BLUE LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- VITRO SOLARBAN 70XL, CLEAR LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- CORRUGATED ALUMINUM PANELLING COLOR TBD
- GROUND FLOOR FRONTAGE 4,375 SF
- GROUND FLOOR TRANSPARENCY AT FRONTAGE
  REQUIRED: 1,750 SF (40%)
  PROVIDED: 2,063 SF (47%)

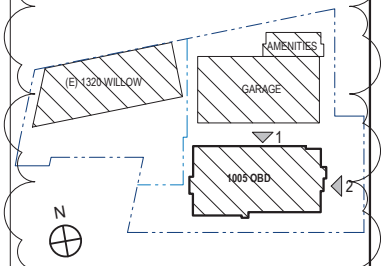
PROPOSED GLAZING RATIO

NORTH ELEVATION: 22,400 SF
SOLAR BLUE GLAZING: 15,000 SF (67%)
CLEAR GLAZING: 810 SF (4%)

EAST ELEVATION: 11,150 SF
SOLAR BLUE GLAZING: 2,000 SF (18%)
CLEAR GLAZING: 2,000 SF (18%)

NOTE:
ALUMINUM FRAMES AT WINDOWS AND DOORS

KEY PLAN



TARLTON

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1005 O'BRIEN BUILDING
ELEVATIONS

A10.1

DES ARCHITECTS ENGINEERS

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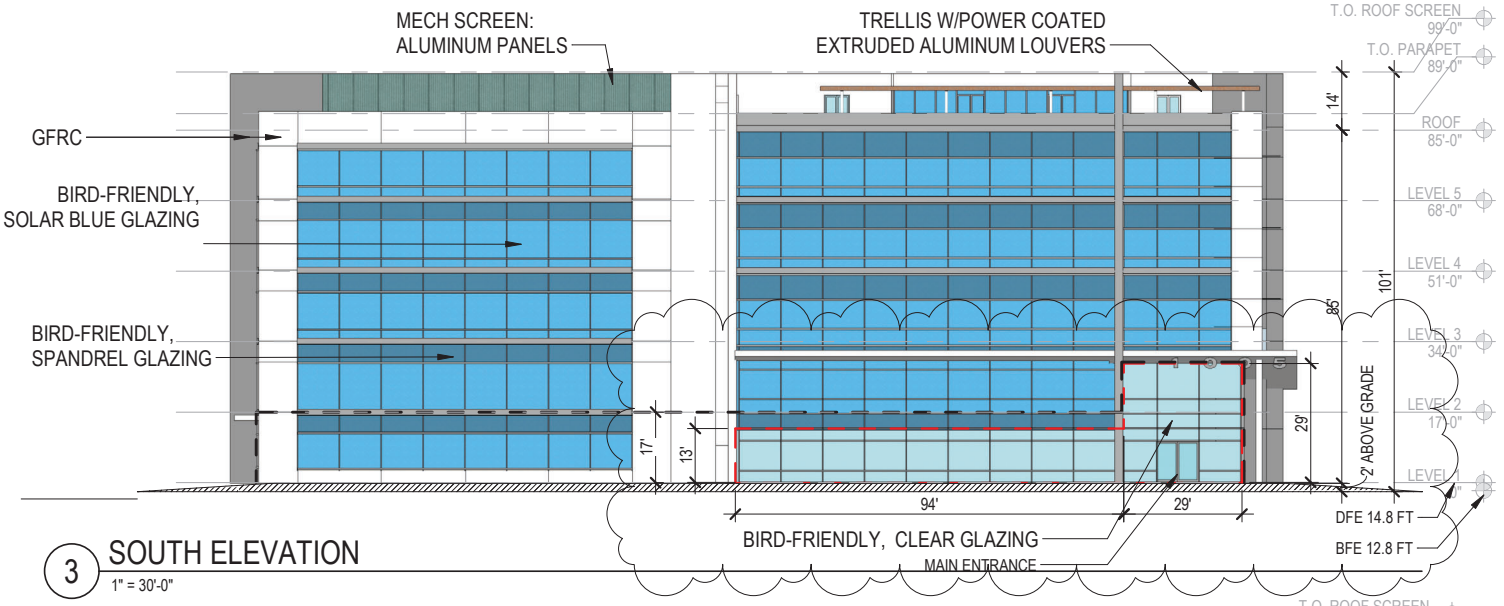
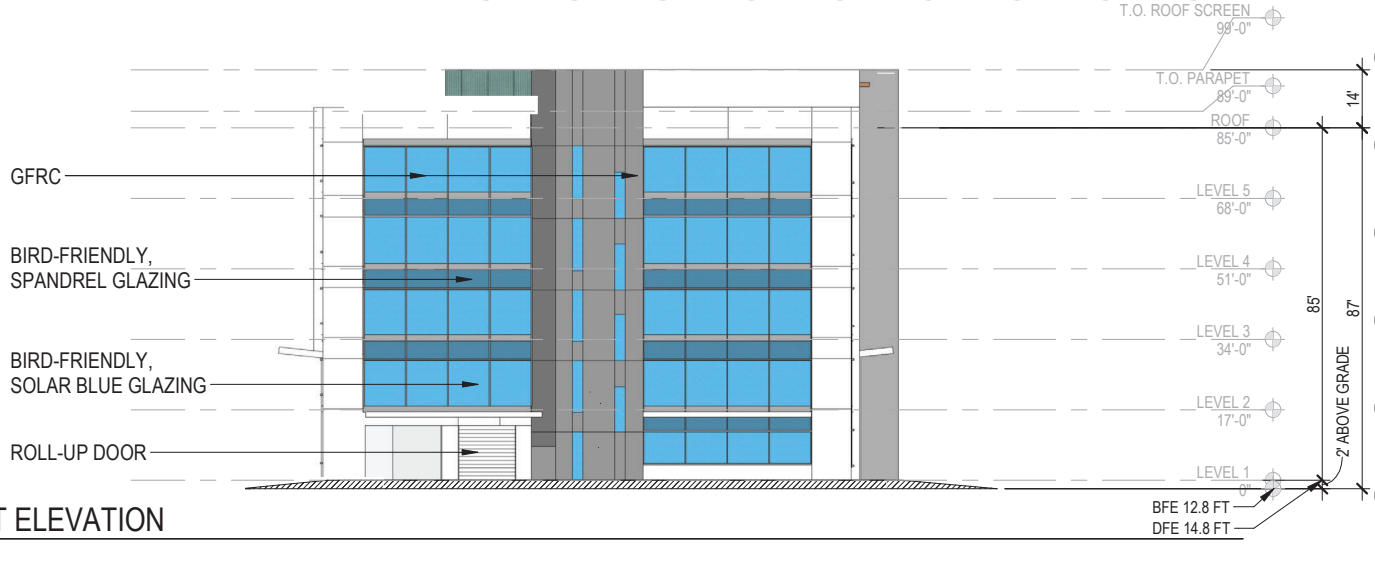


3 SOUTH ELEVATION
1" = 30'-0"



4 WEST ELEVATION
1" = 30'-0"

LEGEND

- SOLAR BAN 70, SOLAR BLUE LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- VITRO SOLARBAN 70XL, CLEAR LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- CORRUGATED ALUMINUM PANELLING COLOR TBD
- GROUND FLOOR FRONTAGE 4,375 SF
- GROUND FLOOR TRANSPARENCY AT FRONTAGE
  REQUIRED: 1,750 SF (40%)
  PROVIDED: 2,063 SF (47%)

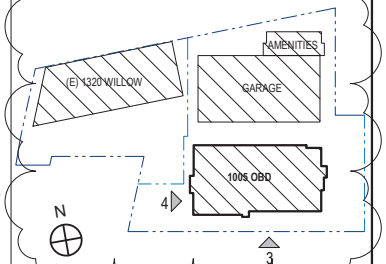
PROPOSED GLAZING RATIO

SOUTH ELEVATION: 22,000 SF
SOLAR BLUE GLAZING: 13,510 SF (61%)
CLEAR GLAZING: 2,063 SF (9%)

WEST ELEVATION: 10,800 SF
SOLAR BLUE GLAZING: 3,700 SF (34%)

NOTE:
ALUMINUM FRAMES AT WINDOWS AND DOORS

KEY PLAN



TARLTON

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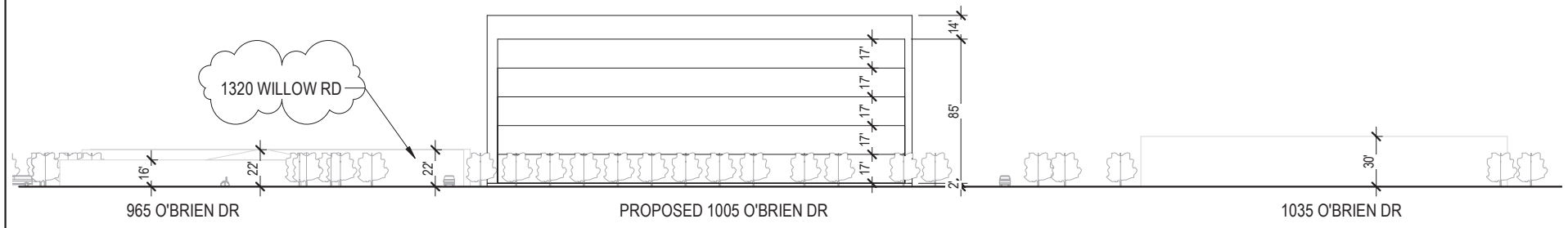
1005 O'BRIEN BUILDING
ELEVATIONS

A10.2

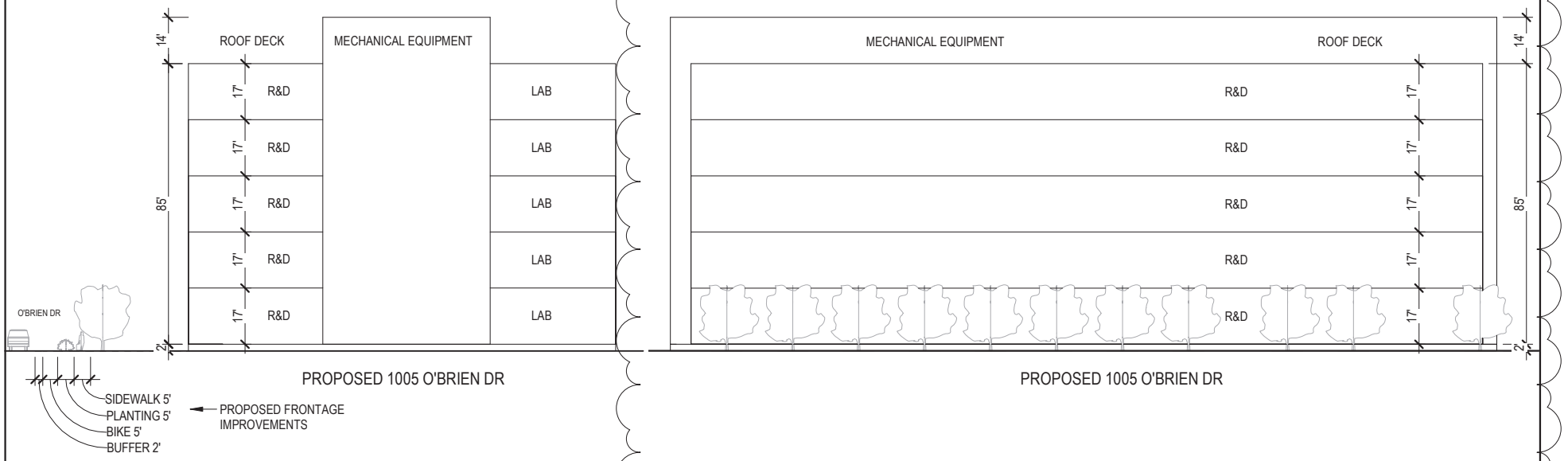
DES ARCHITECTS + ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



1 1005 O'BRIEN DR STREETSCAPE - FACING SOUTH

1" = 60'-0"



2 1005 O'BRIEN DR SECTION - FACING EAST

1" = 30'-0"

3 1005 O'BRIEN DR SECTION - FACING SOUTH

1" = 30'-0"

TARLTON

985 & 1001 O'BRIEN DR
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1005 O'BRIEN CROSS SECTION & STREETSCAPE

A10.3

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

FRONT VIEW

TARLTON

985 & 1001 O'BRIEN DR
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MENLO PARK, CA 94025

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1005 O'BRIEN 3D MASSING

A10.4

DES ARCHITECTS ENGINEERS

NORTH-EAST VIEW

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

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1005 O'BRIEN 3D MASSING

A10.5

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

NORTH-WEST VIEW

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

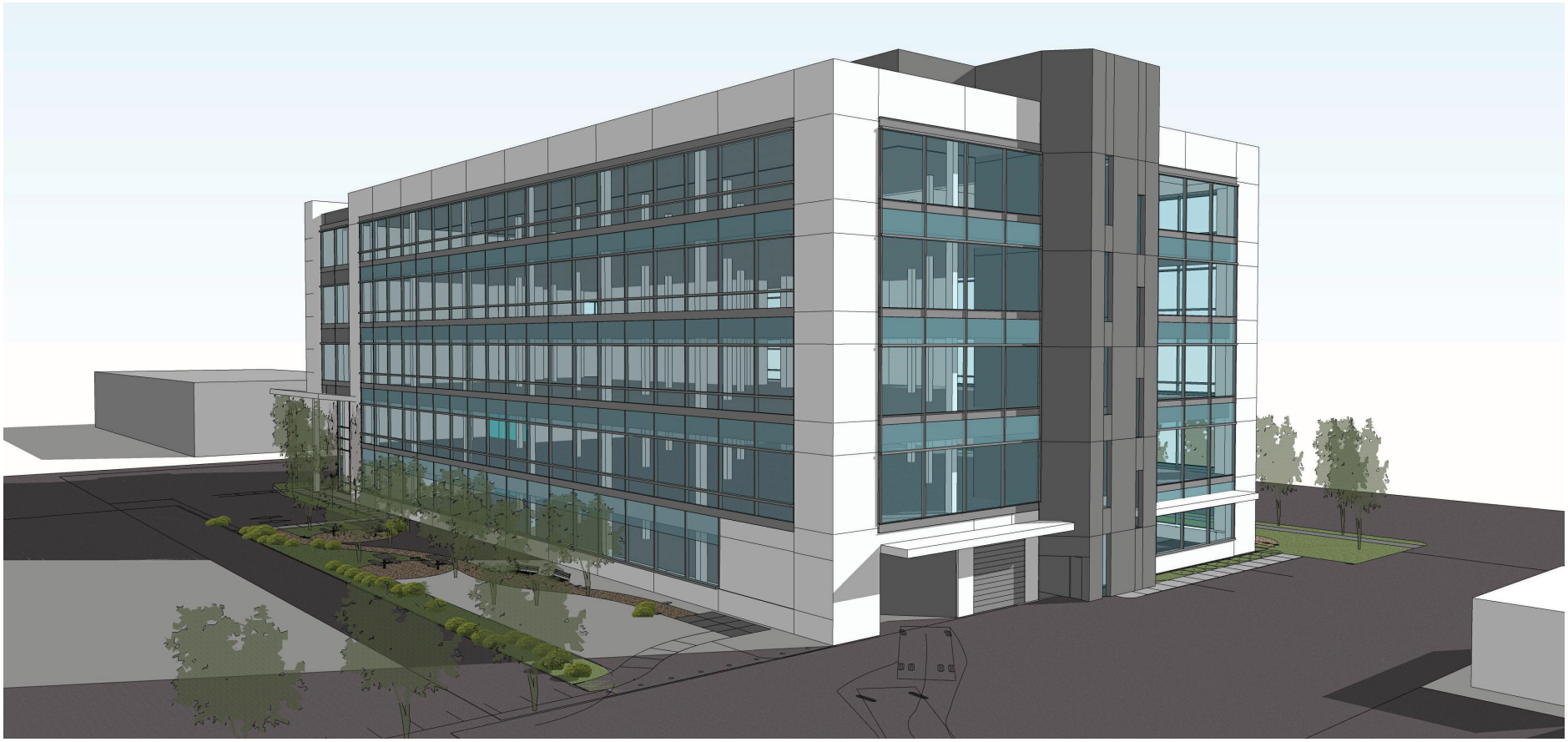
10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

1005 O'BRIEN 3D MASSING

A10.6

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



NORTH-WEST VIEW

TARLTON

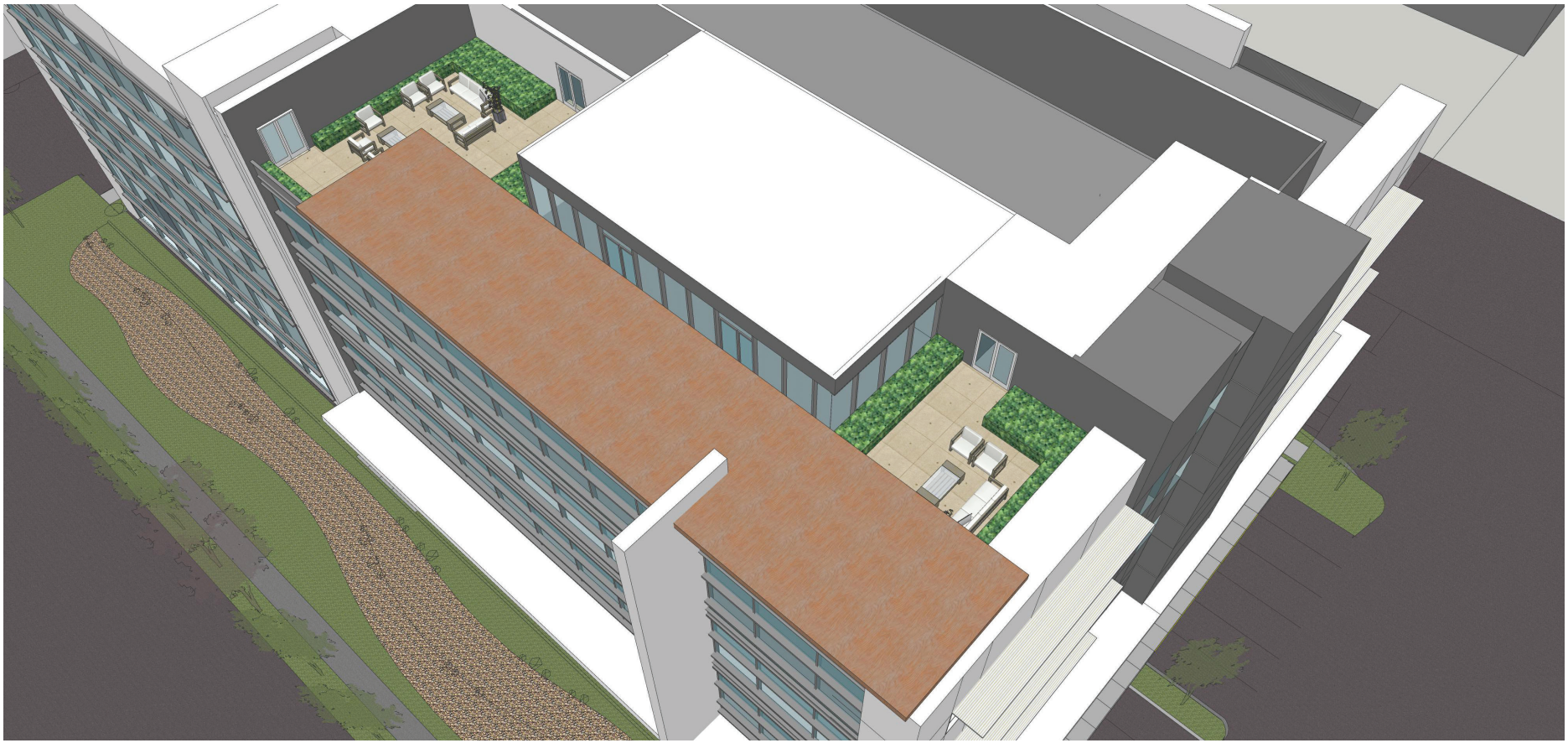
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

1005 O'BRIEN 3D MASSING

A10.7

DES ARCHITECTS ENGINEERS



TARLTON

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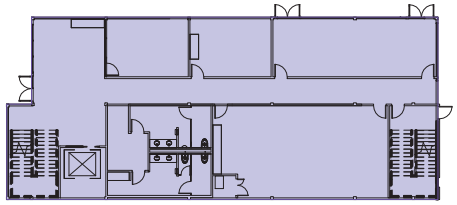
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

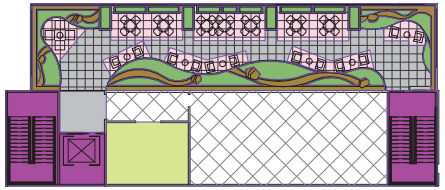
1005 O'BRIEN 3D MASSING

A10.8

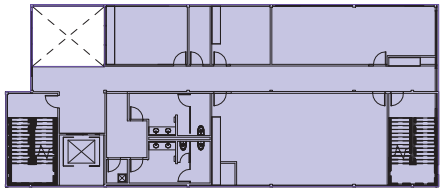
DES ARCHITECTS ENGINEERS



1 AMENITIES LEVEL 1
1" = 30'-0"



3 AMENITIES ROOF
1" = 30'-0"



2 AMENITIES LEVEL 2
1" = 30'-0"

SHEET NOTES

GROSS FLOOR AREA:

LEVEL 1	4,450 SF
LEVEL 2	4,200 SF
ROOF STAIRS & ELEV.	721 SF
ROOF STORAGE	312 SF
TOTAL:	**9,683 SF**

OUTDOOR ROOF DECK:

CIRCULATION:	670 SF
LANDSCAPE:	771 SF
SEATING/OPEN AREA:	839 SF
TOTAL:	2,280 SF

LEGEND

BUILDING (FAR)

- COMMERCIAL
- ROOF STAIRS & ELEVATOR
- ROOF STORAGE

BUILDING (NOT INCLUDED IN FAR)

- ROOF DECK SEATING
- ROOF DECK CIRCULATION
- ROOF DECK LANDSCAPE
- ROOF (UNOCCUPIED)
- MECHANICAL
- SHAFTS/OPENINGS

SITE SERVICE (FAR)

- CHEMICAL STORAGE

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1320 WILLOW RD
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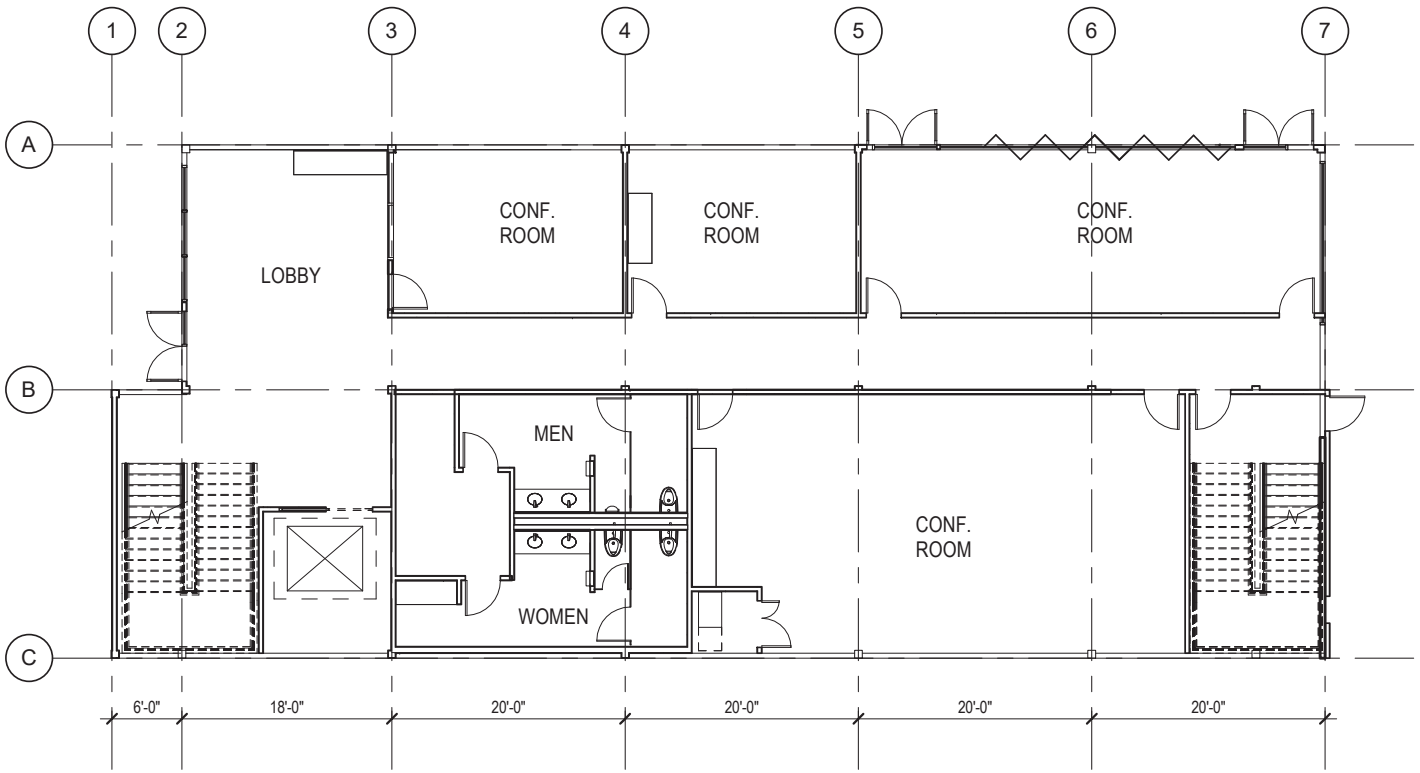
10-28-2021 C.U.P. RESPONSE 1

AMENITIES GROSS FLOOR AREA DIAGRAMS

A10.10

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



1 AMENITIES - LEVEL 1

3/32" = 1'-0"

N

TARLTON

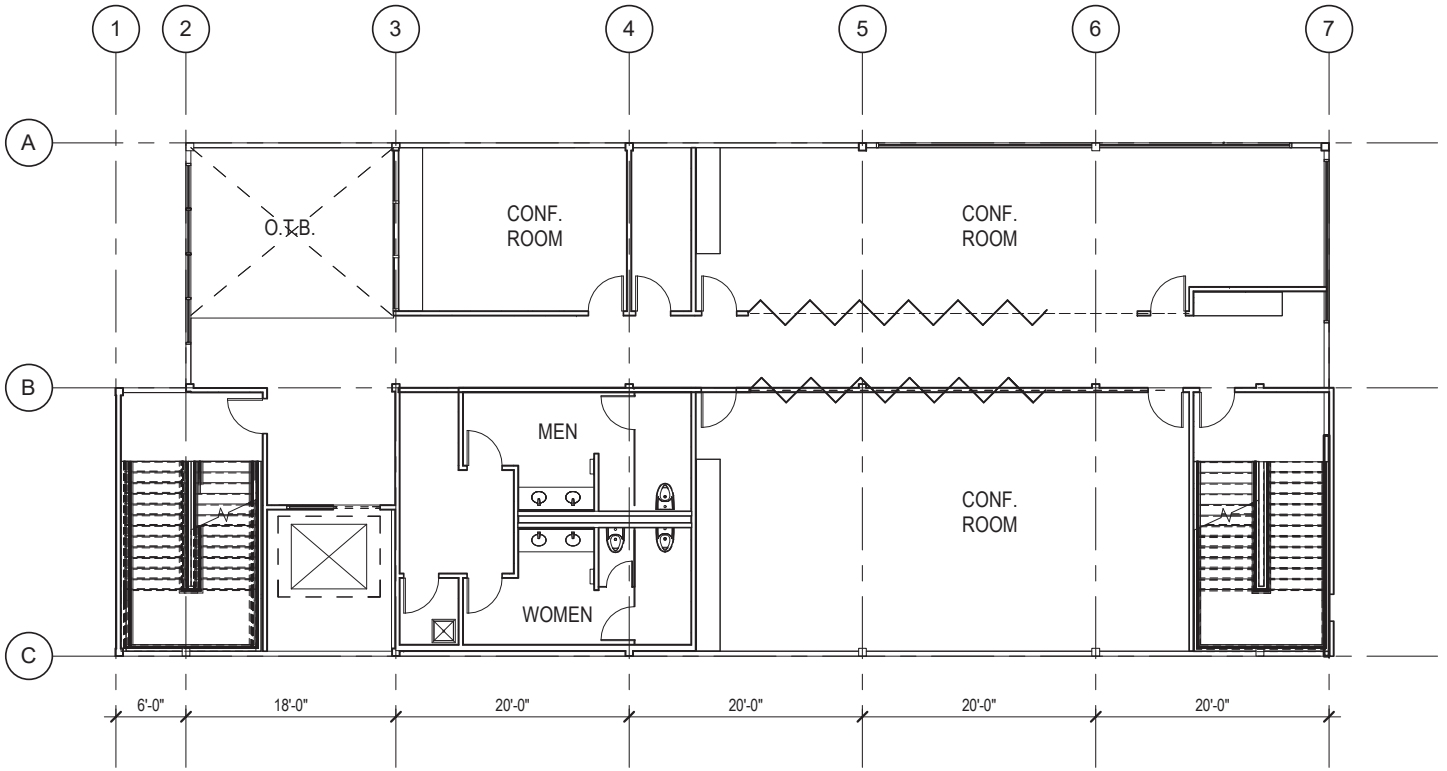
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

AMENITIES LEVEL 1

A10.11

DES ARCHITECTS ENGINEERS



1 1005 LEVEL 2
3/32" = 1'-0"

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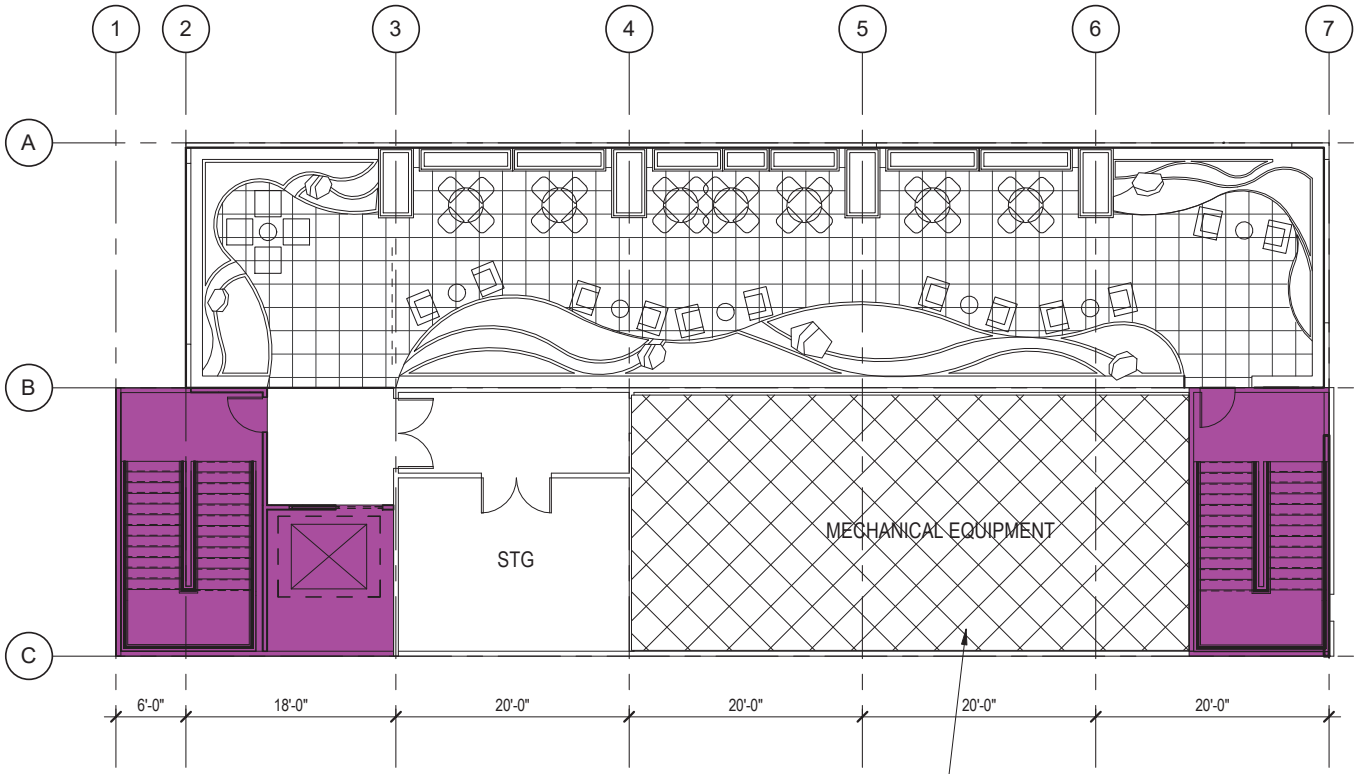
10-28-2021 C.U.P. RESPONSE 1

AMENITIES LEVEL 2

A10.12

DES ARCHITECTS ENGINEERS



1 AMENITIES - ROOF
3/32" = 1'-0"

EMPLOYEE USE ONLY

HEIGHT CALCULATION - PHASE 1

	AREA (SF)	HEIGHT (FT)	TOTAL HEIGHT (FT)
1005 O'BRIEN DR			
BUILDING	27,412	85	87*
STAIR TOWERS /ROOF CONF & STG	3,521	99	101*
AMENITIES			
BUILDING	3,417	32	34*
STAIR TOWERS /ROOF STG	1,033	43	45*
GARAGE			
FOOTPRINT	26,850	47	49*
STAIR TOWERS	1,050	57	59*
AVERAGE HEIGHT			**66.91**

AVERAGE HEIGHT MAX 77.5 FT (INC. 10FT FLOOD ZONE)

* INCLUDES 2FT RAISED GRADE ABOVE EXISTING GRADE TO ACCOMMODATE FLOOD PLAIN REQUIREMENTS

LEGEND

MECHANICAL EQUIPMENT / ROOF SCREEN AREA

ROOF ACCESS & CIRCULATION

ROOF TOP TRELLIS

TARLTON

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MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

AMENITIES ROOF & HEIGHT CALCULATION

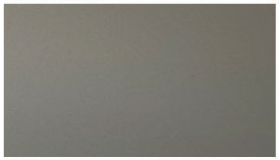
A10.13

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

1 GLASS (TYP), LOW-E, TINTED BLUE (BIRD SAFE GLASS)

2 GLASS (LOBBY), LOW-E, CLEAR DOUBLE GLASS (BIRD SAFE GLASS)



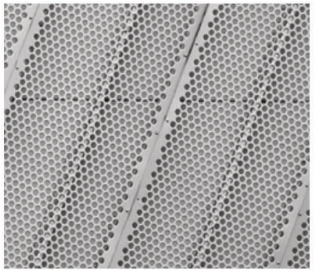
3 WINDOW MULLIONS: JLR MZG GRAY MICA II

4 CORRUGATED METAL PANEL: ROOF SCREEN, WALL CLADDING COLOR TO MATCH DUNN EDWARDS FOSSIL

5 GFRC, SANDBLASTED, SMOOTH: COLOR TO MATCH DUNN EDWARDS RECLAIMED WOOD

6 METAL PANEL SYSTEM ON FACADE FLAT AND ANGLED SURFACES

7 METAL PANEL SYSTEM ON FACADE FLAT AND ANGLED SURFACES



8 PARAPET/DECK RAILING: PERFORATED BENT METAL PANELS, 2 COLORS

TARLTON

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MENLO PARK, CA 94025

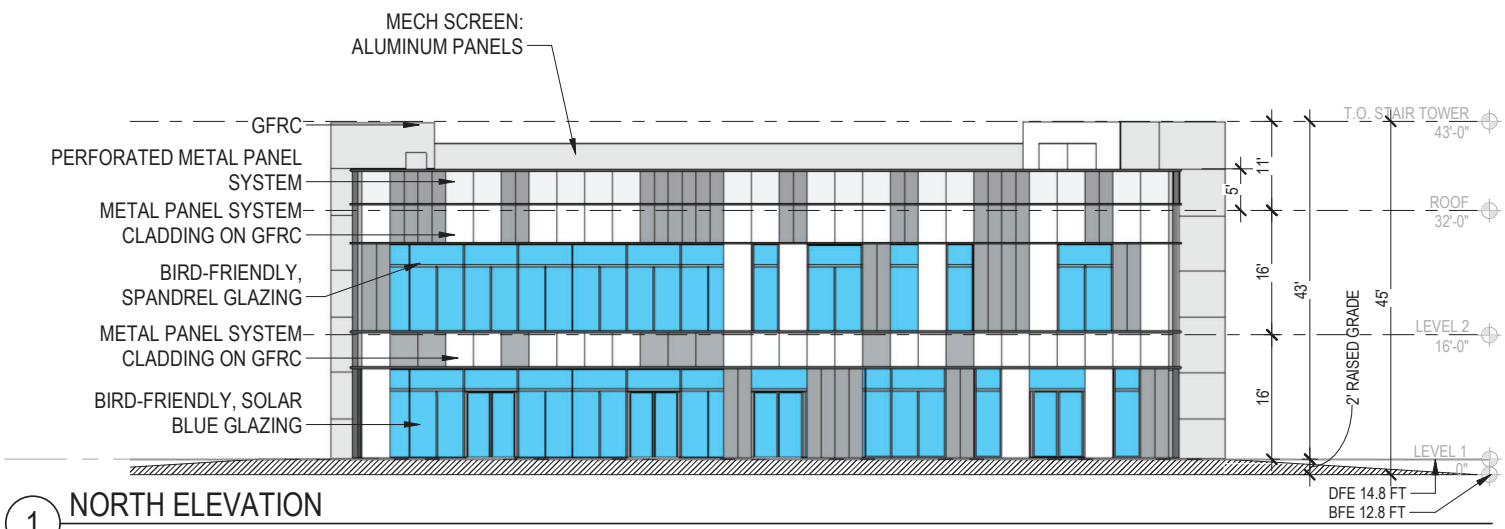
10-28-2021 C.U.P. RESPONSE 1

AMENITIES MATERIAL BOARD

A10.14

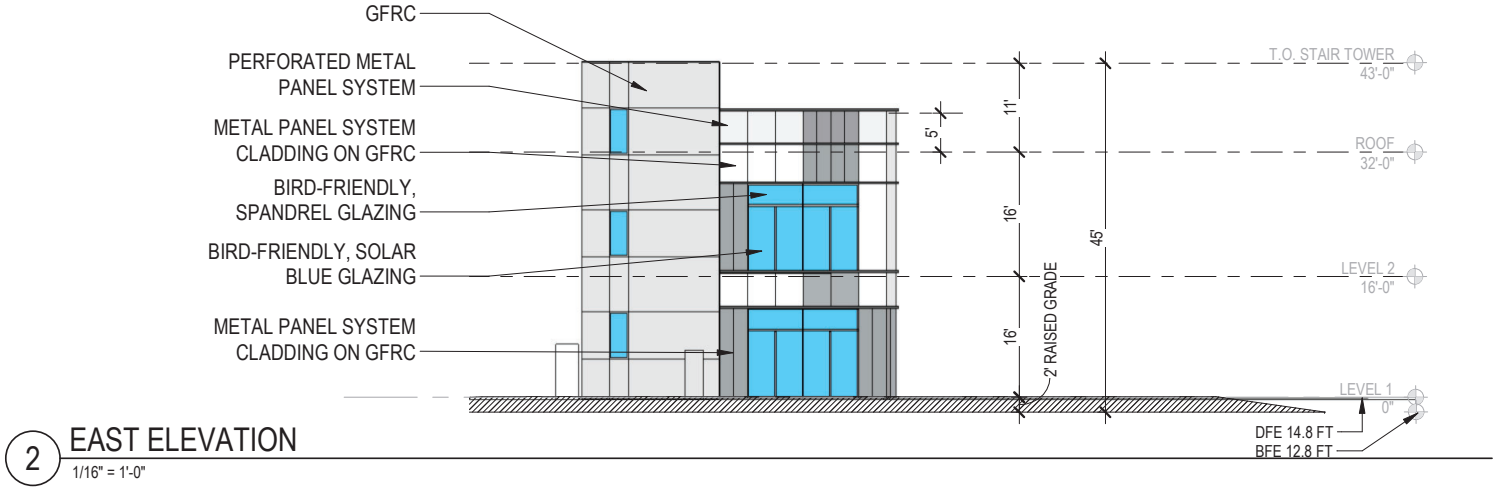
DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



1 NORTH ELEVATION

1/16" = 1'-0"



2 EAST ELEVATION

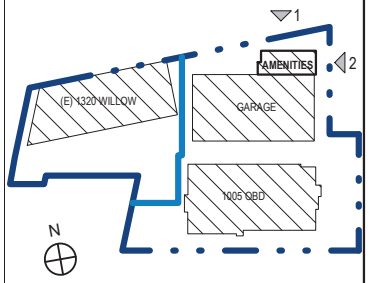
1/16" = 1'-0"

LEGEND

- SOLAR BAN 70, SOLAR BLUE LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- VITRO SOLARBAN 70XL, CLEAR LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- CORRUGATED ALUMINUM PANELLING COLOR TBD

NOTE:
ALUMINUM FRAMES AT WINDOWS AND DOORS

KEY PLAN



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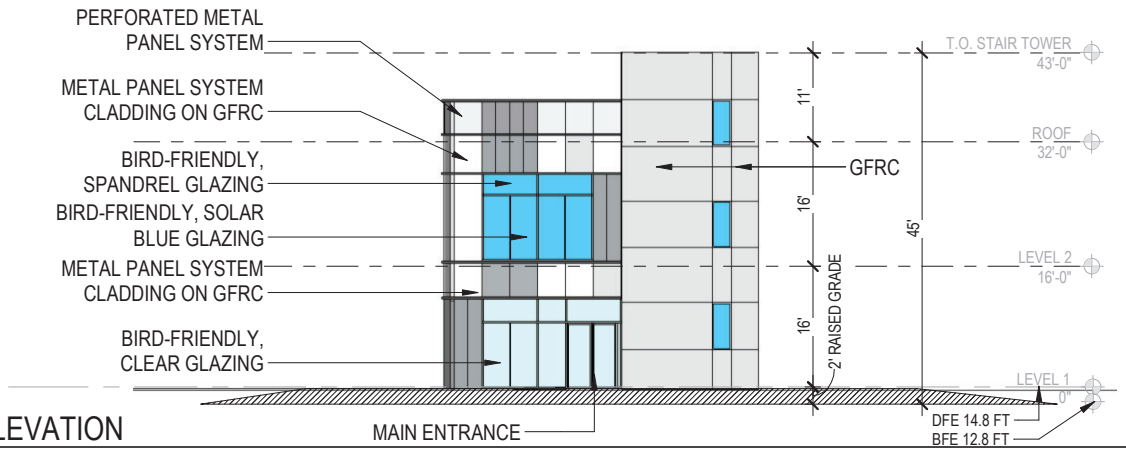
10-28-2021 C.U.P. RESPONSE 1

AMENITIES BUILDING ELEVATIONS

A10.15

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



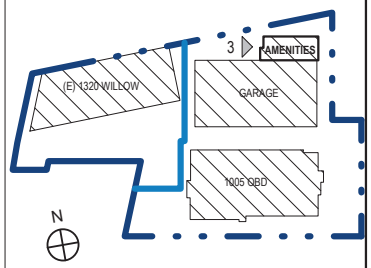
3 WEST ELEVATION
1/16" = 1'-0"

LEGEND

- SOLAR BAN 70, SOLAR BLUE LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- VITRO SOLARBAN 70XL, CLEAR LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- CORRUGATED ALUMINUM PANELLING COLOR TBD

NOTE:
ALUMINUM FRAMES AT WINDOWS AND DOORS

KEY PLAN



TARLTON

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10-28-2021 C.U.P. RESPONSE 1

AMENITIES BUILDING ELEVATIONS

A10.16

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

NORTH-WEST VIEW

TARLTON

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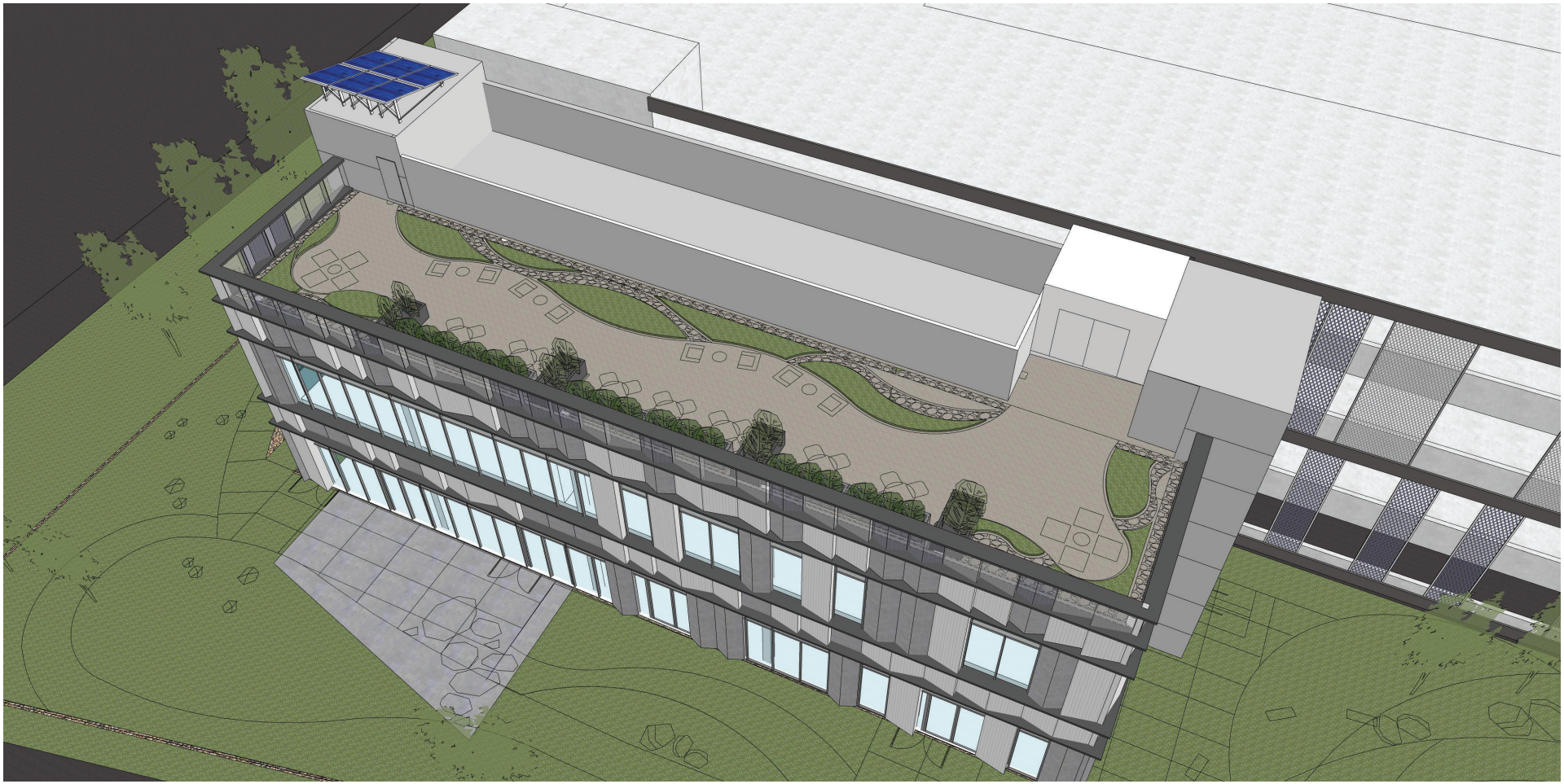
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

AMENITIES 3D MASSING - GARAGE
PHASE 1

A10.17

DES ARCHITECTS ENGINEERS



ROOF DECK - NORTH VIEW

TARLTON

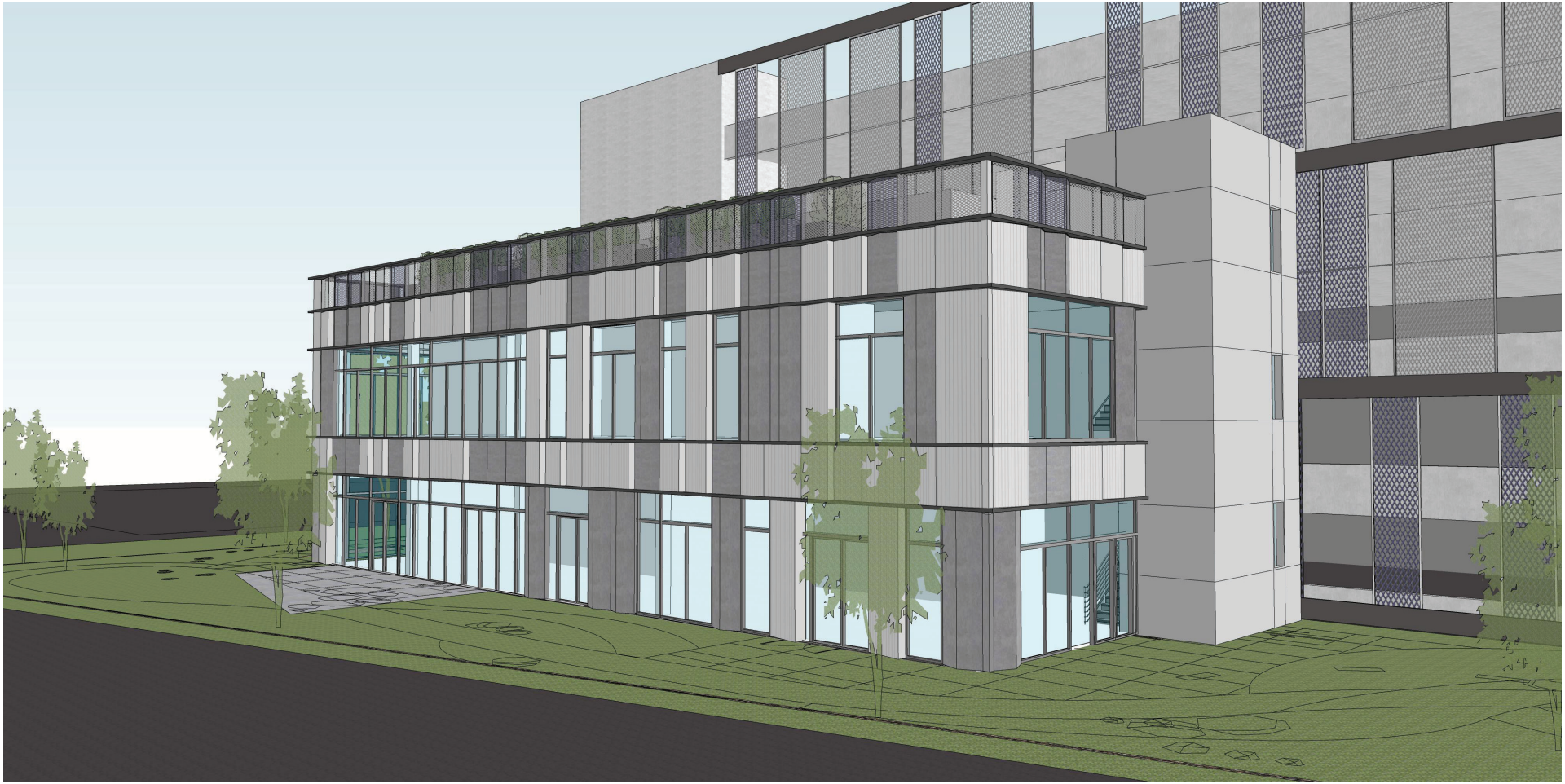
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

AMENITIES 3D MASSING - GARAGE
PHASE 1

A10.18

DES ARCHITECTS ENGINEERS



NORTH-WEST VIEW

TARLTON

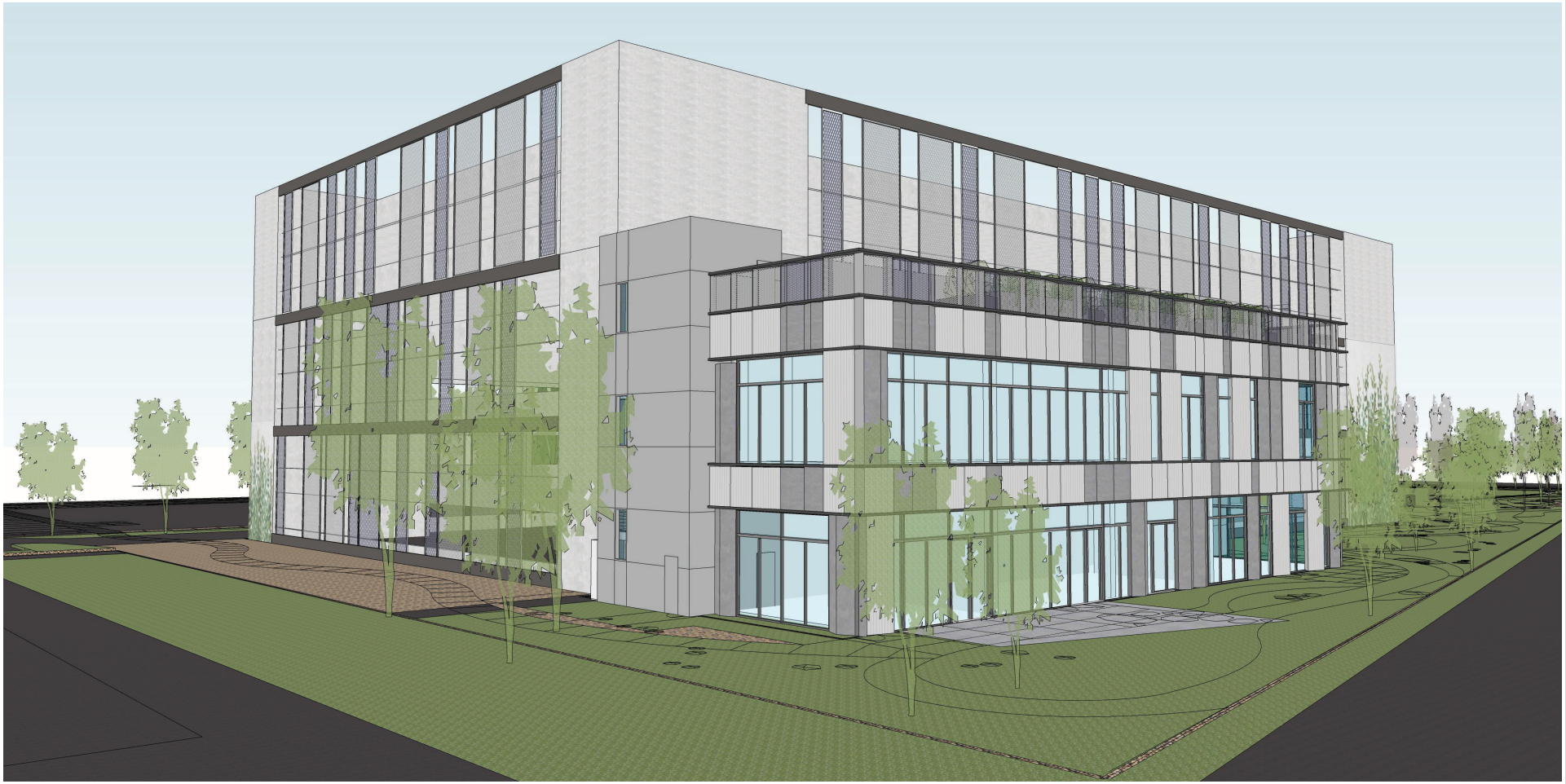
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

AMENITIES 3D MASSING - GARAGE
PHASE 2

A10.19

DES ARCHITECTS + ENGINEERS



NORTH-EAST VIEW

TARLTON

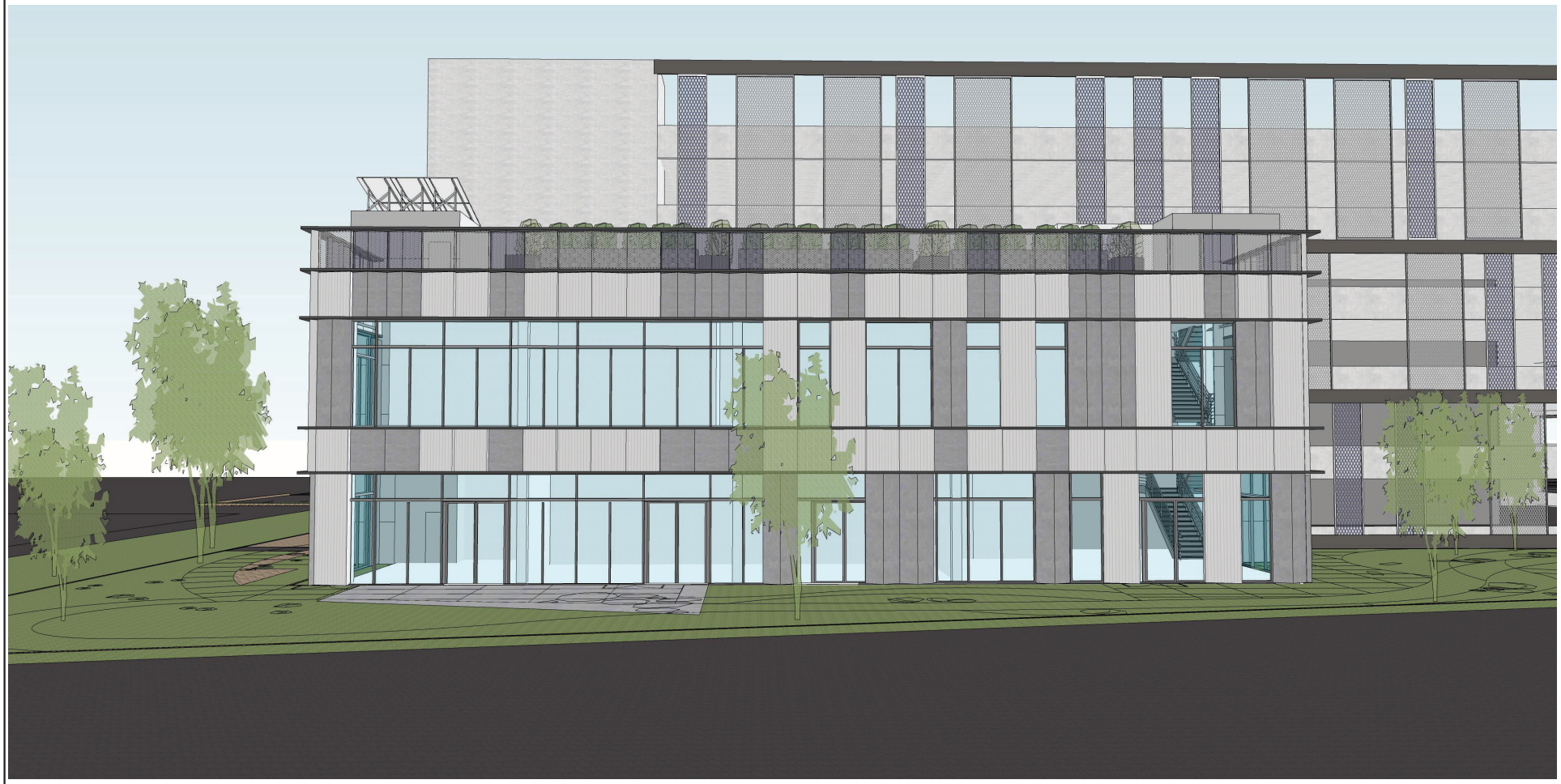
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

AMENITIES 3D MASSING - GARAGE
PHASE 2

A10.20

DES ARCHITECTS ENGINEERS



NORTH VIEW

TARLTON

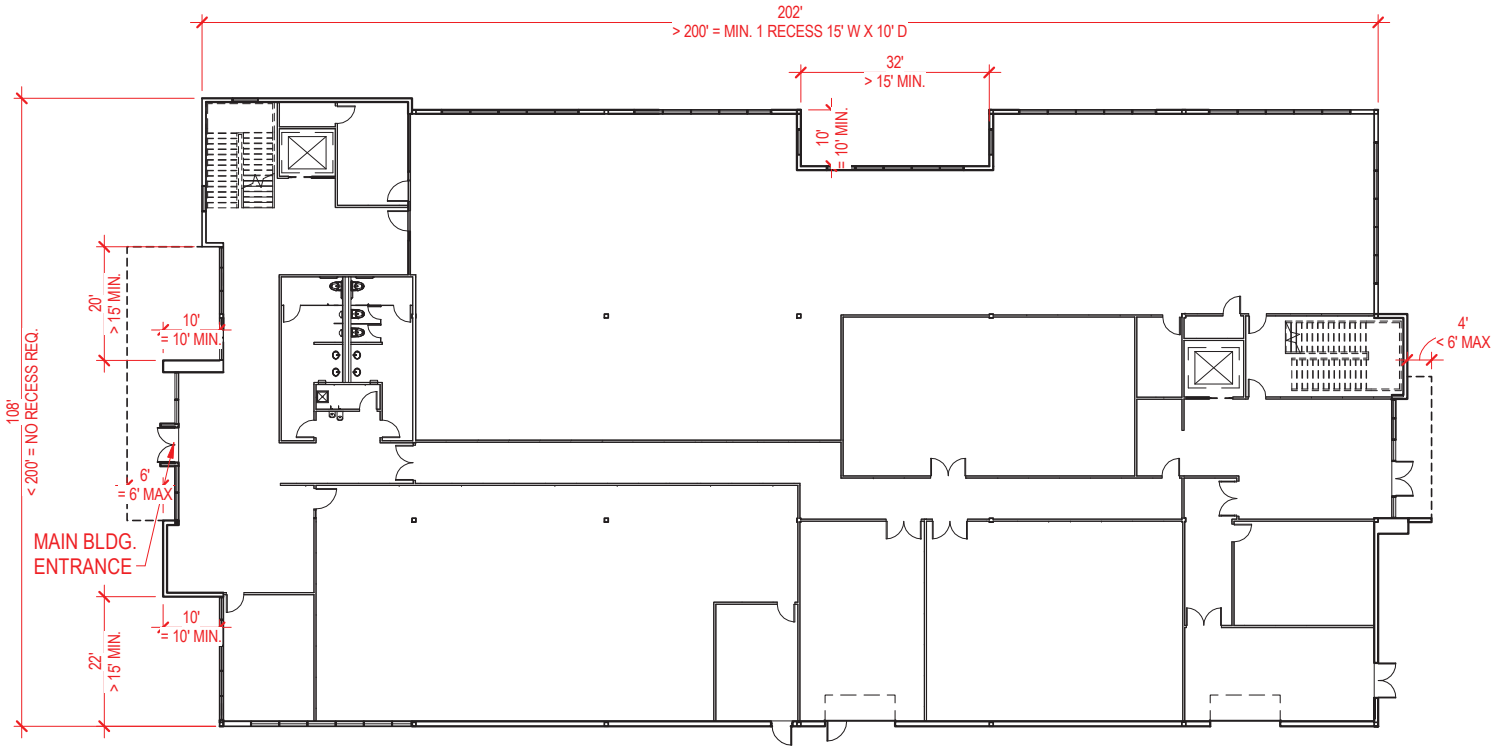
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

AMENITIES 3D MASSING - GARAGE
PHASE 2

A10.21

DES ARCHITECTS ENGINEERS



0' 5' 10' 25' 50' N

SCALE: 3/64" = 1'-0"

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

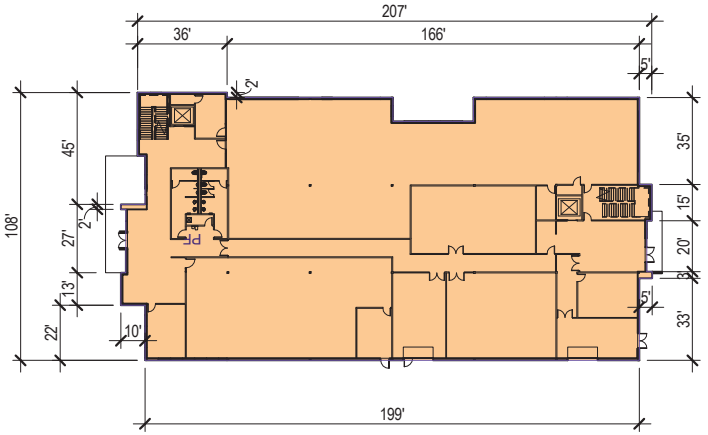
10-28-2021 C.U.P. RESPONSE 1

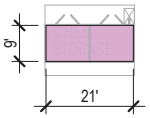
1320 WILLOW BLDG. MODULATION

A11.1

DES ARCHITECTS ENGINEERS

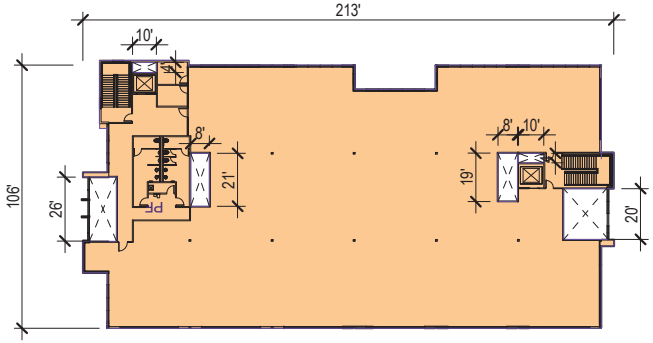
BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt





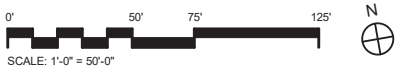
1 1320 LEVEL 1

1" = 50'-0"



2 1320 LEVEL 2

1" = 50'-0"



SHEET NOTES

GROSS FLOOR AREA:

LEVEL 1 R&D AREA	21,312 SF
LEVEL 2 R&D AREA	20,270 SF
LEVEL 3 R&D AREA	20,923 SF
LEVEL 4 R&D AREA	8,912 SF
ROOF STAIRS & ELEV.	2,200 SF
CHEMICAL STG.	200 SF
TOTAL:	**73,817 SF**

OUTDOOR ROOF DECK:

CIRCULATION:	1,643 SF
LANDSCAPE:	1,538 SF
SEATING/OPEN AREA:	1,168 SF
TOTAL:	4,349 SF

LEGEND

BUILDING (FAR)

- R&D AREA
- ROOF STAIRS & ELEVATOR
- CONFERENCE ROOM
- ROOF STORAGE

BUILDING (NOT INCLUDED IN FAR)

- ROOF DECK SEATING
- ROOF DECK CIRCULATION
- ROOF DECK LANDSCAPE
- ROOF (UNOCCUPIED)
- MECHANICAL
- SHAFTS/OPENINGS

SITE SERVICE (FAR)

- CHEMICAL STORAGE

TARLTON

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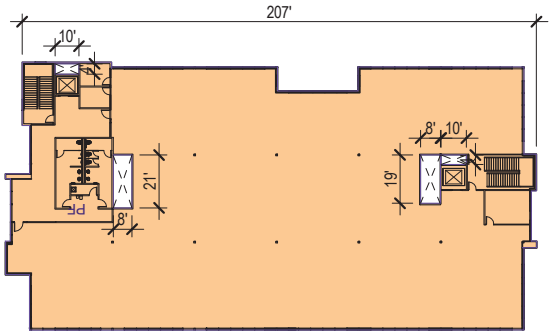
04-15-2021	D.R.T. REVIEW

1320 WILLOW GROSS FLOOR AREA DIAGRAMS

A11.1A

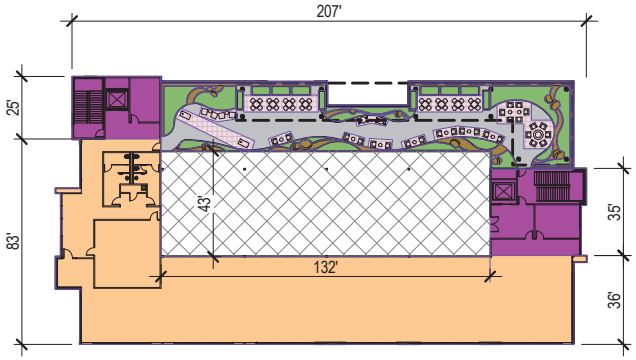
DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



1 1320 LEVEL 3

1" = 50'-0"



2 1320 LEVEL 4/ROOF

1" = 50'-0"

0' 50' 75' 125'

SCALE: 1'-0" = 50'-0"

N

SHEET NOTES

GROSS FLOOR AREA:

LEVEL 1 R&D AREA	21,312 SF
LEVEL 2 R&D AREA	20,270 SF
LEVEL 3 R&D AREA	20,923 SF
LEVEL 4 R&D AREA	8,912 SF
ROOF STAIRS & ELEV.	2,200 SF
CHEMICAL STG.	200 SF
TOTAL:	**73,817 SF**

OUTDOOR ROOF DECK:

CIRCULATION:	1,643 SF
LANDSCAPE:	1,538 SF
SEATING/OPEN AREA:	1,168 SF
TOTAL:	4,349 SF

LEGEND

BUILDING (FAR)

- R&D AREA
- ROOF STAIRS & ELEVATOR
- CONFERENCE ROOM
- ROOF STORAGE

BUILDING (NOT INCLUDED IN FAR)

- ROOF DECK SEATING
- ROOF DECK CIRCULATION
- ROOF DECK LANDSCAPE
- ROOF (UNOCCUPIED)
- MECHANICAL
- SHAFTS/OPENINGS

SITE SERVICE (FAR)

- CHEMICAL STORAGE

TARLTON

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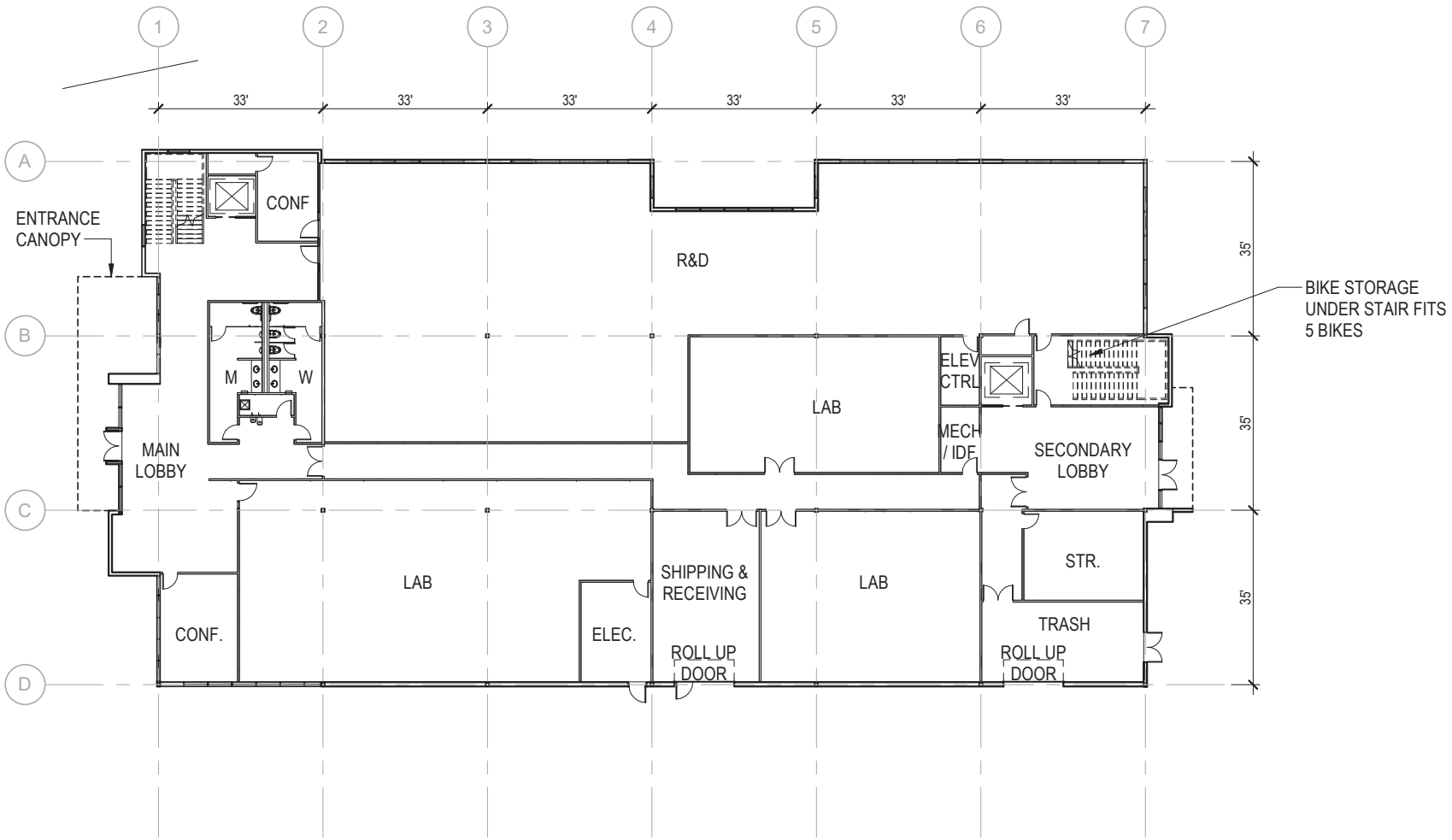
04-15-2021	D.R.T. REVIEW

1320 WILLOW GROSS FLOOR AREA DIAGRAMS

A11.1B

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



0' 5' 10' 25' 50'

SCALE: 3/64" = 1'-0"

N

TARLTON

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1320 WILLOW RD
MENLO PARK, CA 94025

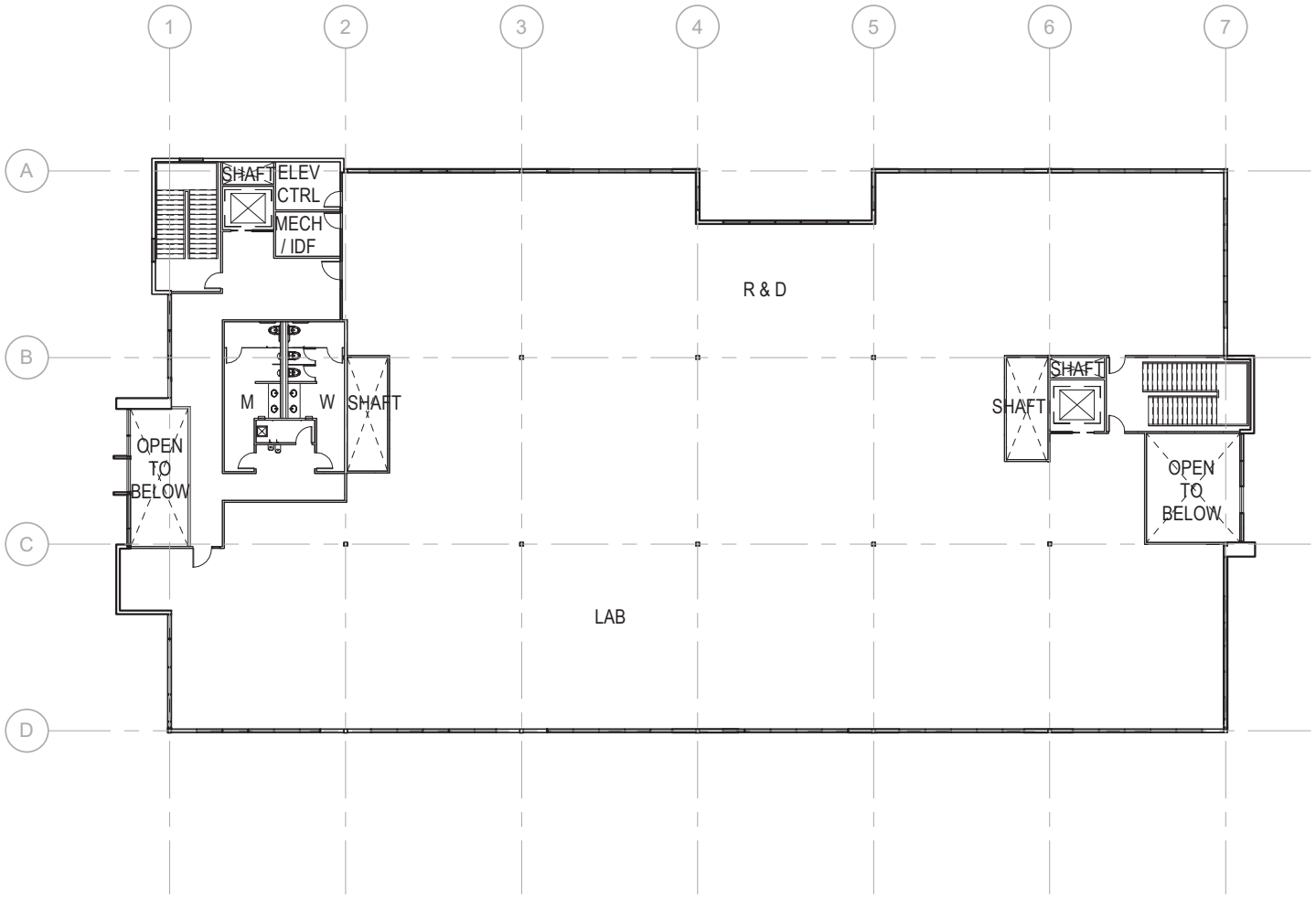
10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

1320 WILLOW LEVEL 1

A11.2

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



0' 5' 10' 25' 50'

SCALE: 3/64" = 1'-0"

N

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

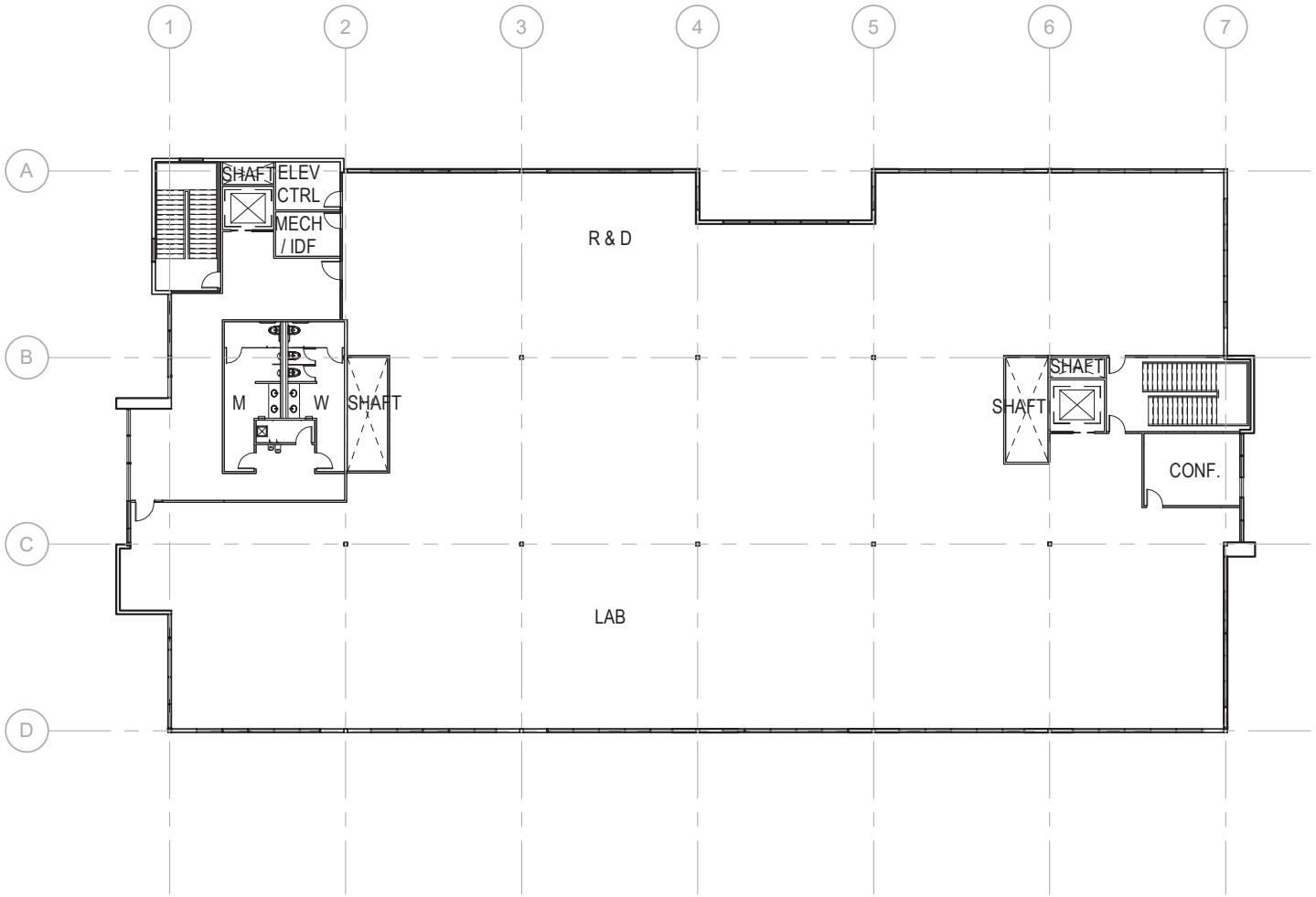
10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

1320 WILLOW LEVEL 2

A11.3

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



0' 5' 10' 25' 50'

SCALE: 3/64" = 1'-0"

N

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

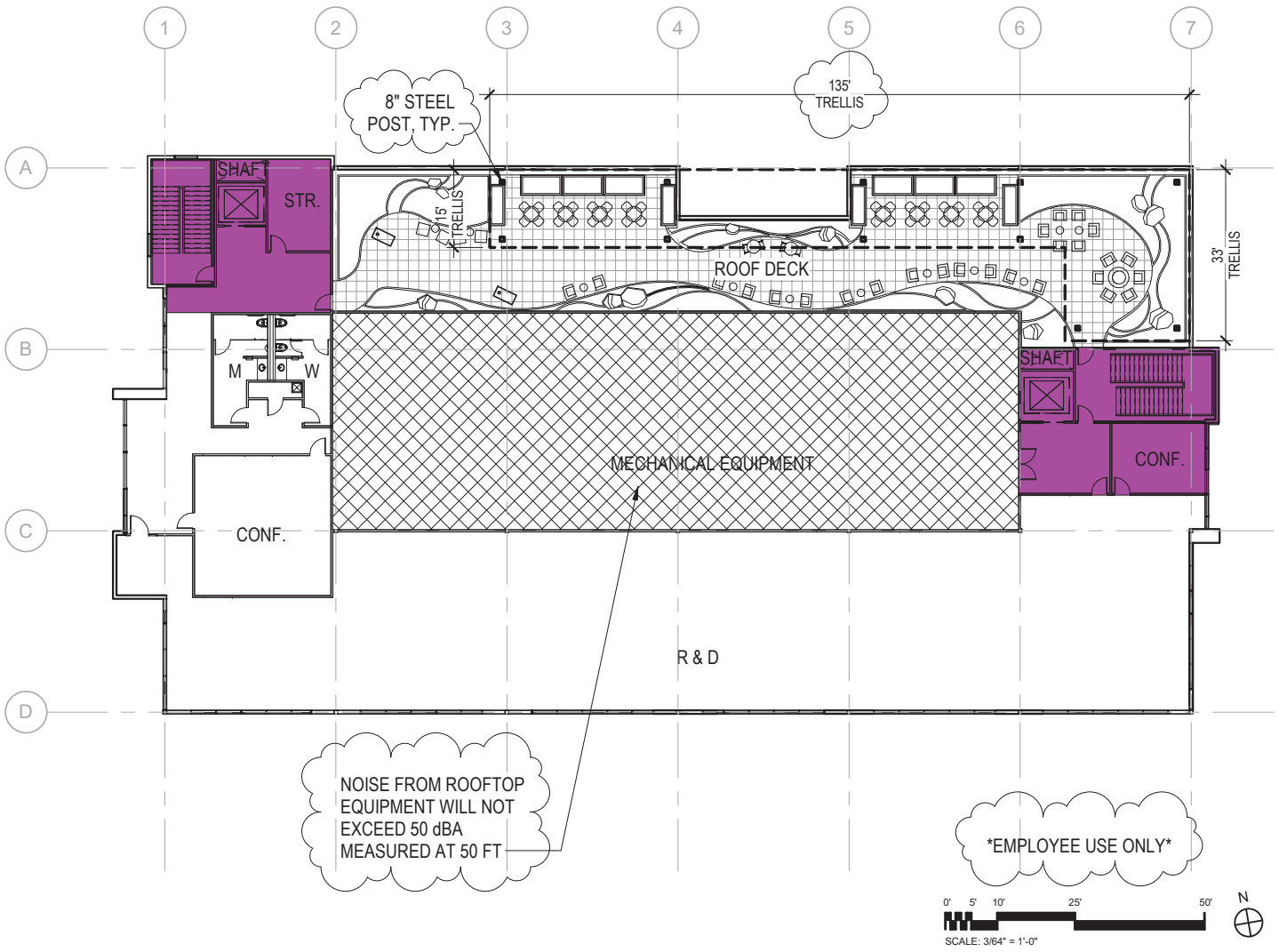
10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

1320 WILLOW LEVEL 3

A11.4

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



HEIGHT CALCULATION - PHASE 2

	AREA (SF)	HEIGHT (FT)	TOTAL HEIGHT (FT)
1005 O'BRIEN DR			
BUILDING	27,412	85	87*
STAIR TOWERS/ ROOF CONF & STG	3,521	99	101*
AMENITIES			
BUILDING	3,417	32	34*
STAIR TOWERS /ROOF STG	1,033	43	45*
GARAGE			
FOOTPRINT	26,850	62	64*
STAIR TOWERS	1,050	72	74*
1320 WILLOW RD			
BLDG (NORTH)	10,158	51	53*
BLDG (WEST/SOUTH)	7,790	68	70*
STAIR TOWERS / TOWER	3,300	72	74*
AVERAGE HEIGHT			**71.30**
AVERAGE HEIGHT MAX 77.5 FT (INC. 10FT FLOOD ZONE)			

* INCLUDES 2FT RAISED GRADE ABOVE EXISTING GRADE TO ACCOMMODATE FLOOD PLAIN REQUIREMENTS

LEGEND

- MECHANICAL EQUIPMENT / ROOF SCREEN AREA
- ROOF ACCESS & CIRCULATION
- ROOF TOP TRELLIS

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

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06-23-2021	C.U.P. SUBMITTAL
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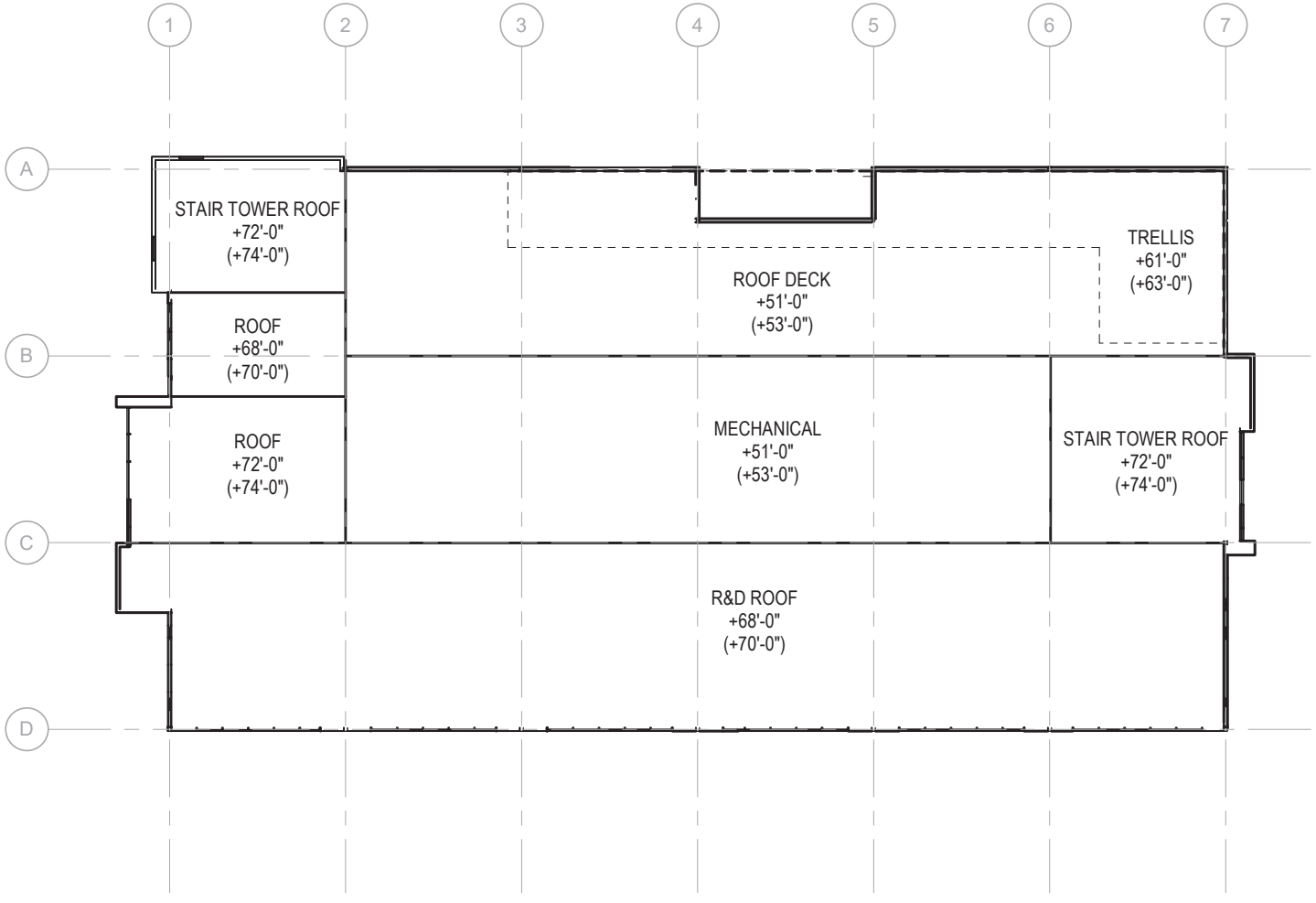
1320 WILLOW LEVEL 4 /ROOF & HEIGHT CALCULATION

A11.5

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

1320 WILLOW ROOF

A11.6

DES ARCHITECTS ENGINEERS

1 GLASS (TYP), LOW-E, TINTED BLUE (BIRD SAFE GLASS)

2 GLASS (LOBBY), LOW-E, CLEAR DOUBLE GLASS (BIRD SAFE GLASS)

3 WINDOW MULLIONS: JLR MZG GRAY MICA II

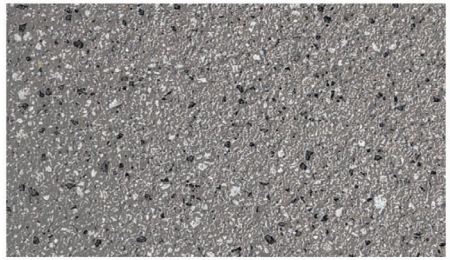
4 METAL PANEL SYSTEM AT ENTRY CANOPY

5 CORRUGATED METAL PANEL: ROOF SCREEN, WALL CLADDING COLOR TO MATCH DUNN CHARCOAL SKETCH

9 PERFORATED METAL AWNINGS: POWDER COATED GREY

10 PAINTED METAL TUBE LOUVERS COLOR TO MATCH DUNN EDWARDS AUTUMN BARK

6 GFRC, SANDBLASTED, SMOOTH: COLOR TO MATCH DUNN EDWARDS RECLAIMED WOOD



7 GFRC, SANDBLASTED, SMOOTH: COLOR TO MATCH DUNN EDWARDS CHARCOAL SKETCH

8 TRELLIS: HIGH DENSITY COMPOSITE EXTERIOR CLADDING: WOOD LOOK

TARLTON

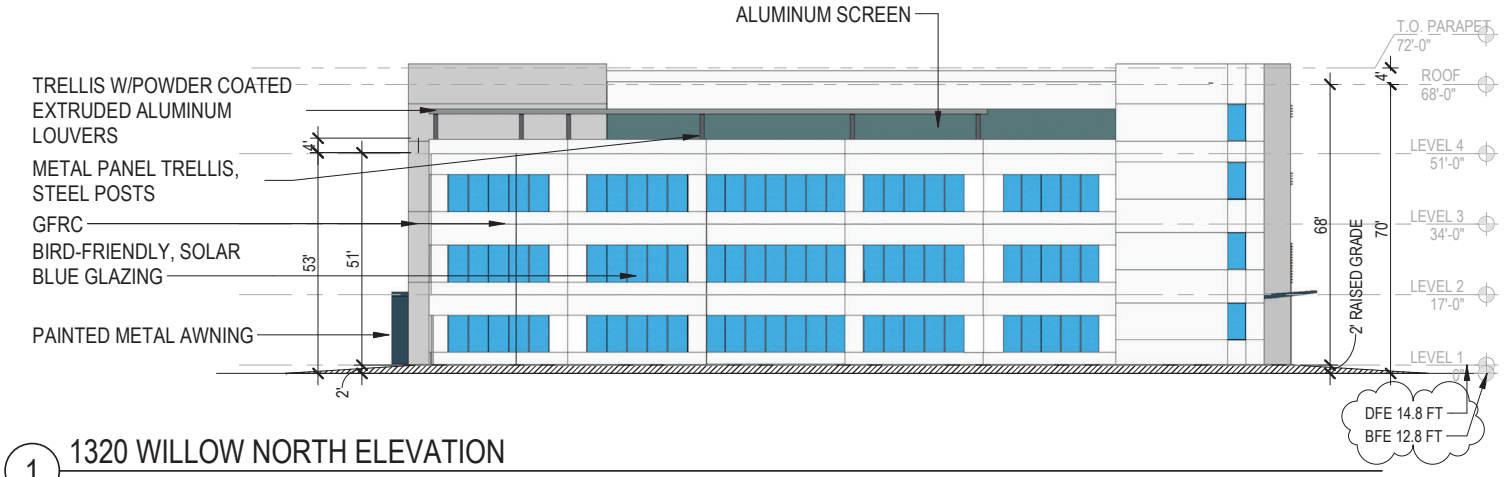
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

1320 WILLOW RD MATERIAL BOARD

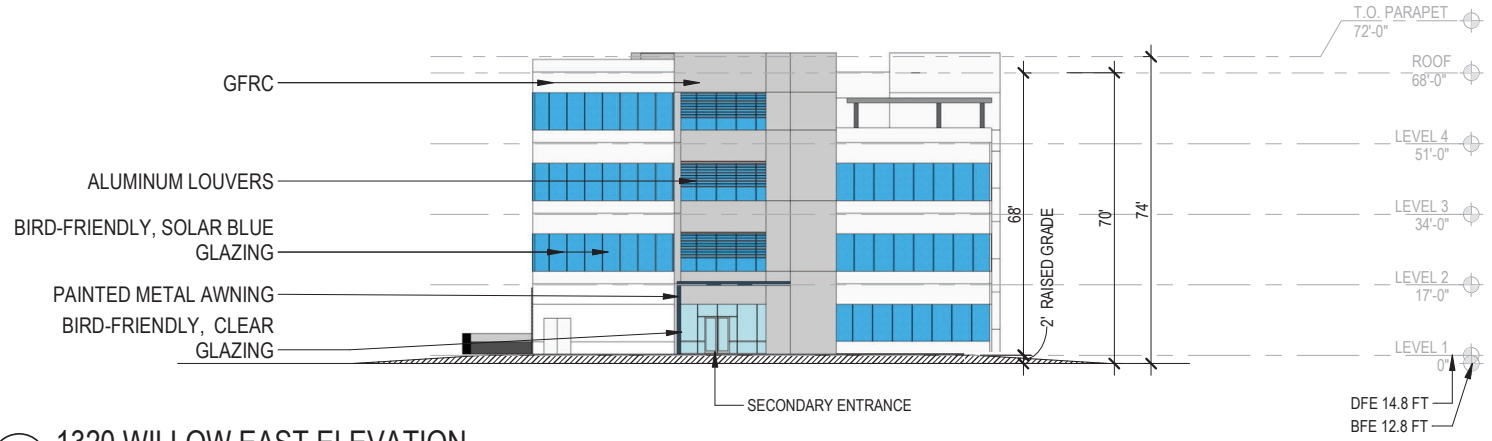
A12.0

DES ARCHITECTS ENGINEERS



1 1320 WILLOW NORTH ELEVATION

1" = 30'-0"



2 1320 WILLOW EAST ELEVATION

1" = 30'-0"

LEGEND

- SOLAR BAN 70, SOLAR BLUE LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- VITRO SOLARBAN 70XL, CLEAR LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- CORRUGATED ALUMINUM PANELLING COLOR TBD
- GROUND FLOOR FRONTAGE 1,914 SF
- GROUND FLOOR TRANSPARENCY AT FRONTAGE
  REQUIRED: 766 SF (40%)
  PROVIDED: 939 SF (49%)

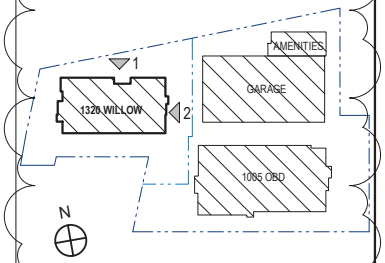
PROPOSED GLAZING RATIO

NORTH ELEVATION: 11,000 SF
SOLAR BLUE GLAZING: 3,250 SF (30%)

EAST ELEVATION: 7,200 SF
SOLAR BLUE GLAZING: 2,500 SF (35%)
CLEAR GLAZING: 250 SF (4%)

NOTE:
ALUMINUM FRAMES AT WINDOWS AND DOORS

KEY PLAN



TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

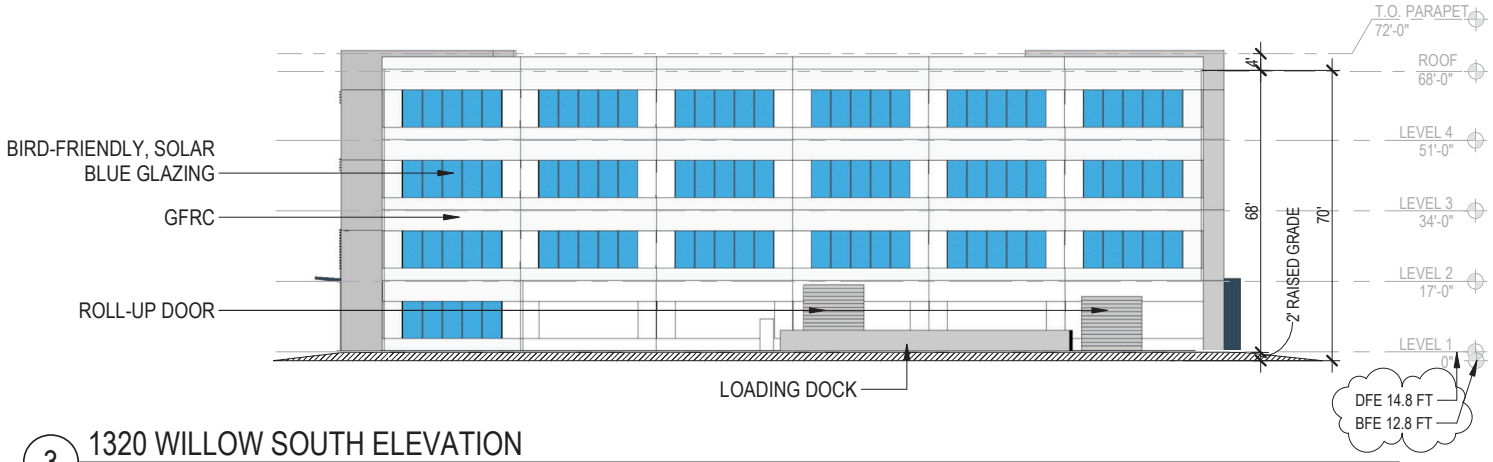
10-28-2021 C.U.P. RESPONSE 1
06-23-2021 C.U.P. SUBMITTAL
04-15-2021 D.R.T. REVIEW

1320 WILLOW BUILDING ELEVATIONS

A12.1

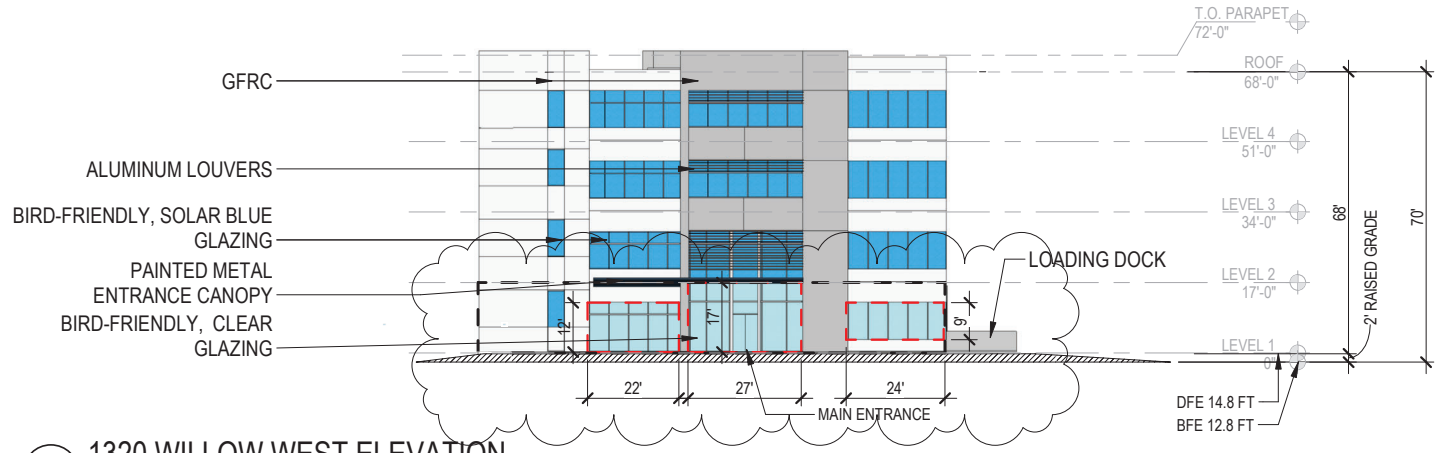
DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



3 1320 WILLOW SOUTH ELEVATION

1" = 30'-0"



4 1320 WILLOW WEST ELEVATION

1" = 30'-0"

LEGEND

- SOLAR BAN 70, SOLAR BLUE LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- VITRO SOLARBAN 70XL, CLEAR LOW-E GLAZING, WITH A BIRD-FRIENDLY 2" x 4" CERAMIC DOT FRIT PATTERN
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- GLASS FIBER REINFORCED CONCRETE PANELS SAND BLASTED FINISH TBD
- CORRUGATED ALUMINUM PANELLING COLOR TBD
- GROUND FLOOR FRONTAGE 1,914 SF
- GROUND FLOOR TRANSPARENCY AT FRONTAGE REQUIRED: 766 SF (40%) PROVIDED: 939 SF (49%)

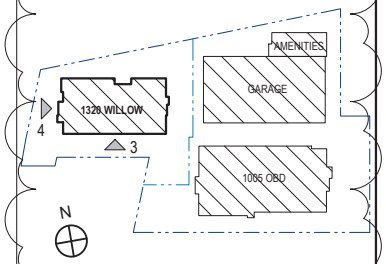
PROPOSED GLAZING RATIO

SOUTH ELEVATION: 14,400 SF
SOLAR BLUE GLAZING: 4,265 SF (30%)

WEST ELEVATION: 8,115 SF
SOLAR BLUE GLAZING: 2,151 SF (27%)
CLEAR GLAZING: 939 SF (12%)

NOTE:
ALUMINUM FRAMES AT WINDOWS AND DOORS

KEY PLAN



TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

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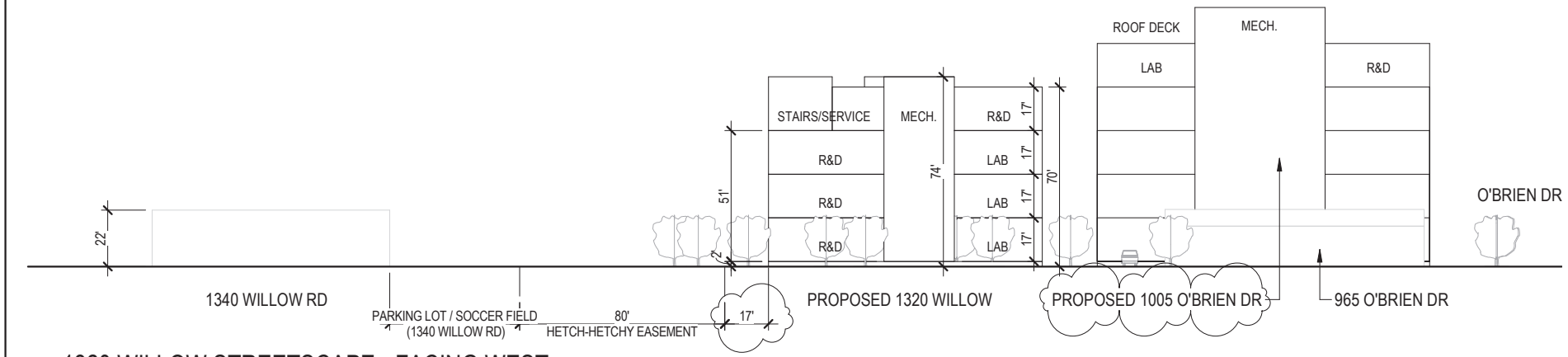
06-23-2021 C.U.P. SUBMITTAL
04-15-2021 D.R.T. REVIEW

1320 WILLOW BUILDING ELEVATIONS

A12.2

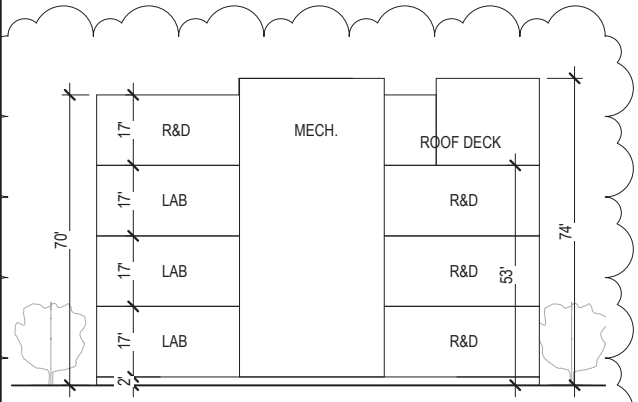
DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



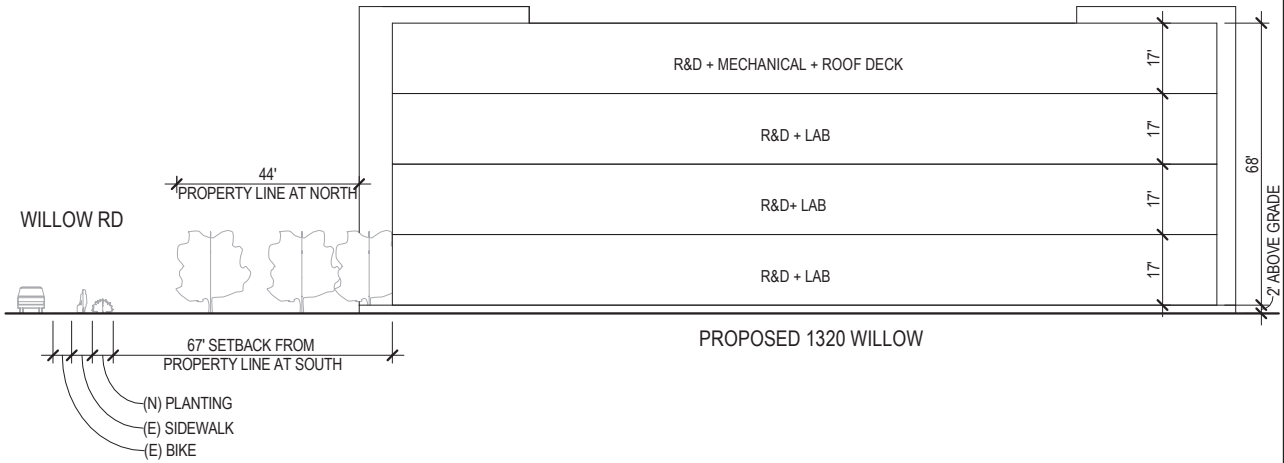
1 1320 WILLOW STREETSCAPE - FACING WEST

1" = 40'-0"



2 1320 WILLOW SECTION - FACING EAST

1" = 30'-0"



3 1320 WILLOW SECTION FACING SOUTH

1" = 30'-0"

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

1320 WILLOW CROSS SECTION & STREETSCAPE

A12.3

DES ARCHITECTS ENGINEERS

FRONT VIEW

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

1320 WILLOW 3D MASSING

A12.4

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

NORTH-WEST VIEW

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

1320 WILLOW 3D MASSING

A12.5

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

SOUTH-EAST VIEW

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021	C.U.P. RESPONSE 1
06-23-2021	C.U.P. SUBMITTAL
04-15-2021	D.R.T. REVIEW

1320 WILLOW 3D MASSING

A12.6

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1
06-23-2021 C.U.P. SUBMITTAL

1320 WILLOW 3D VIEW OPEN SPACE

A12.7

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

AERIAL VIEW

TARLTON

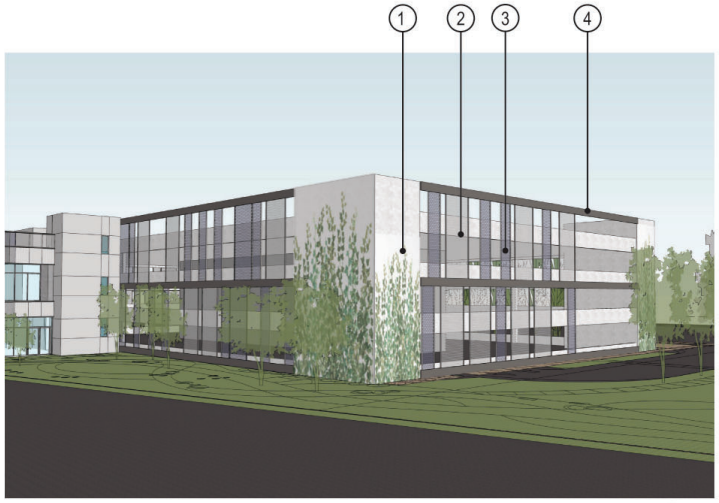
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

1320 WILLOW 3D MASSING

A12.8

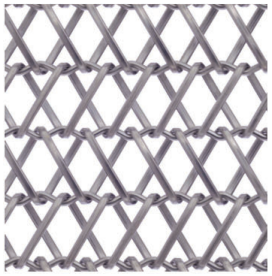
DES ARCHITECTS + ENGINEERS



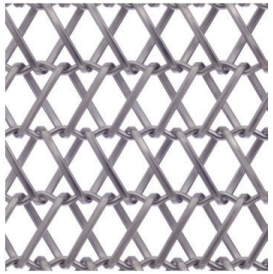
PHASE 1

PHASE 2

1 CONCRETE STRUCTURE:COLOR TO MATCH DUNN EDWARDS FOSSIL



2 FLEXIBLE METAL MESH: COLOR TO MATCH DUNN EDWARDS FOSSIL



3 FLEXIBLE METAL MESH: COLOR TO MATCH DUNN EDWARDS CHARCOAL SKETCH

4 METAL STRUCTURE: COLOR TO MATCH DUNN EDWARDS CHARCOAL SKETCH

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

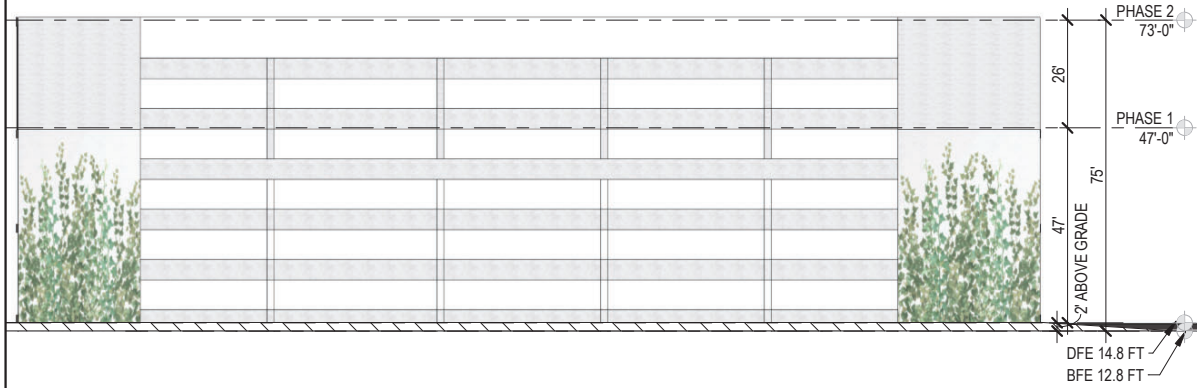
GARAGE MATERIAL BOARD

A12.9

DES ARCHITECTS ENGINEERS

1 GARAGE NORTH ELEVATION
1" = 30'-0"

2 GARAGE WEST ELEVATION
1" = 30'-0"



3 GARAGE SOUTH ELEVATION
1" = 30'-0"

4 GARAGE EAST ELEVATION
1" = 30'-0"

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

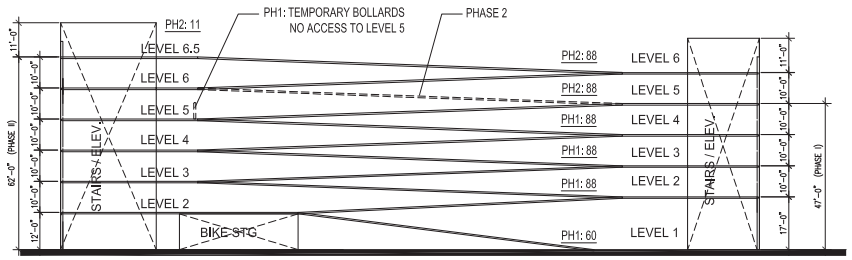
10-28-2021 C.U.P. RESPONSE 1

GARAGE ELEVATIONS

A13.0

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



A GARAGE SECTION
1'-0"=40'-0"

SCALE: 1'-0" = 40'-0"

PARKING COUNT

PROVIDED AT PHASE 1

SITE:

STANDARD:	29	
ACCESSIBLE:	2	

GARAGE (4 LEVELS):

STANDARD:	210	
ACCESSIBLE:	7	(INC. REQ. FOR PHASE 2)
EV(10%):	33	
ACCESSIBLE EV:	5	(INC. REQ. FOR PHASE 2) (1 VAN, 2 STDRD, 2 AMBULATORY)
EV READY (6%):	20	
CLEAN AIR/VAN POOL(6%):	20	
CLEAN AIR/CARPOOL (2%):	6	

1005 O'BRIEN DR: 332 SPACES

CONFERENCE CENTER: 23 SPACES

PROVIDED AT THE GARAGE. SEE 1005 O'BRIEN DR PARKING COUNT FOR ACCESSIBLE, EV, EV READY CLEAN AIR/VAN POOL.

PROVIDED AT PHASE 2

SITE:

STANDARD:	1
ACCESSIBLE:	2

GARAGE (2 LEVELS):

STANDARD:	134
ACCESSIBLE:	(PROVIDED AT PHASE 1)
EV(10%):	22
ACCESSIBLE EV:	(PROVIDED AT PHASE 1)
EV READY (6%):	13
CLEAN AIR/VAN POOL(6%):	13
CLEAN AIR/CARPOOL (2%):	5

1320 WILLOW RD: 190 SPACES

TOTAL REQUIRED

LS ZONING:
RESEARCH & DEVELOPMENT: 341 - 568 (1.5 - 2.5 / 1,000 SF)
COMMERCIAL (CONF. CENTER): 23 - 30 (2.5 - 3.3 / 1,000 SF)

LEED V4.1:
RESEARCH & DEVELOPMENT: 618 MAX (3.4 / 1,000 SF - 20%)
AMENITIES (CONF. CENTER): 27 MAX (3.8 / 1000 SF - 20%)

EV / CLEAN AIR SPACES:
LS ZONING: 10% EVCS, 5% EV READY
CALGREEN: 6% EVCS, 8% CLEAN AIR/VANPOOL/CARPOOL
LEED V4.1: 10% EVCS
CBC2019: ACCESSIBLE EVCS PER TABLE 11B-228.3.2.1

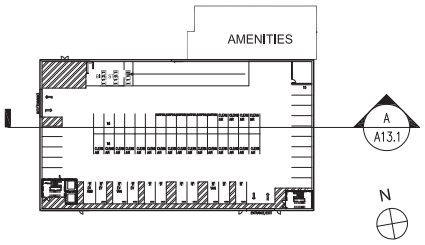
TOTAL PROVIDED

LS ZONING:
RESEARCH & DEVELOPMENT: 522 (2.3 / 1,000 SF)
COMMERCIAL (CONF. CENTER): 23 (2.5 / 1,000 SF)

LEED V4.1:
RESEARCH & DEVELOPMENT: < 618
AMENITIES (CONF. CENTER): < 27

EV / CLEAN AIR SPACES:
EVCS (10%): 55
EV READY (6%): 33
CLEAN AIR/ (8%): 44
VANPOOL/CARPOOL

KEY PLAN



GARAGE

PHASE 1:

LEVEL 1	27,900 SF	
LEVEL 2	27,900 SF	
LEVEL 3	27,900 SF	
LEVEL 4	27,900 SF	
LEVEL 5	27,900 SF	(NOT ACCESSIBLE BY CARS)
	139,500 SF	

PHASE 2:

LEVEL 6	27,900 SF
LEVEL 6.5	5,400 SF
	33,300 SF

TOTAL: 172,800 SF

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

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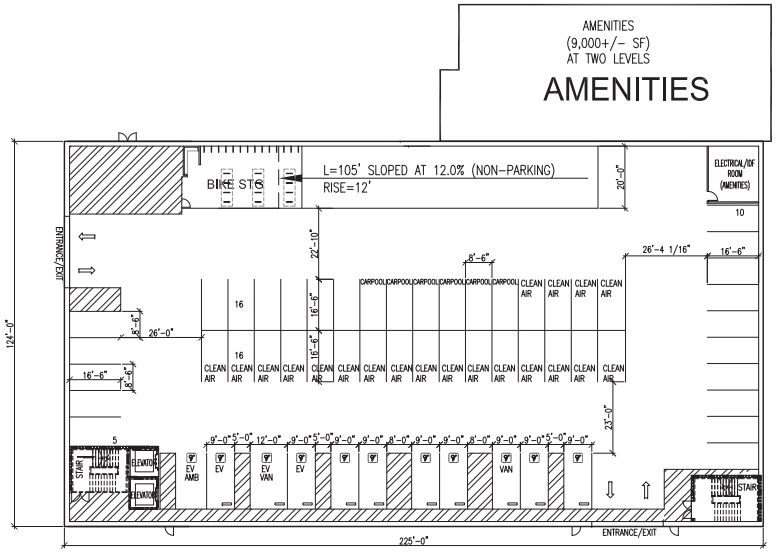
04-15-2021 D.R.T. REVIEW

PARKING COUNT & GARAGE SECTION

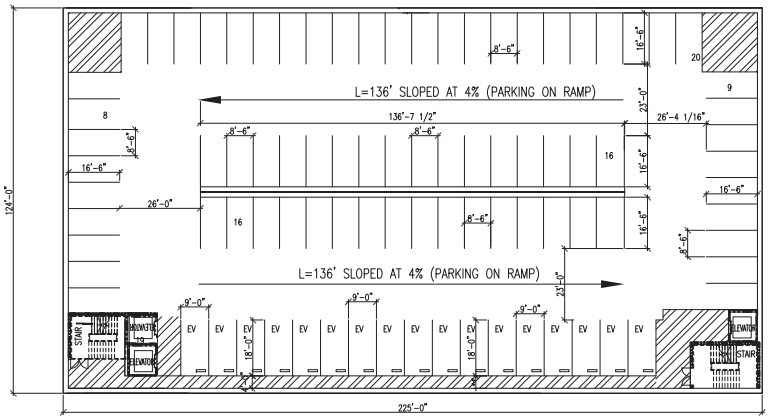
A13.1

DES ARCHITECTS ENGINEERS

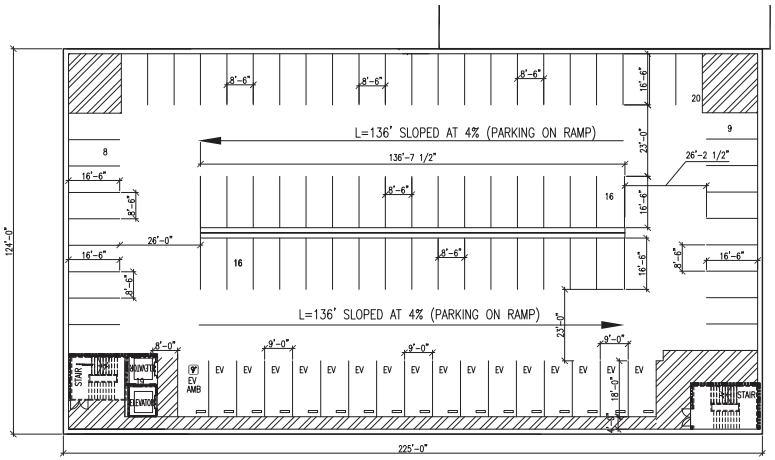
BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



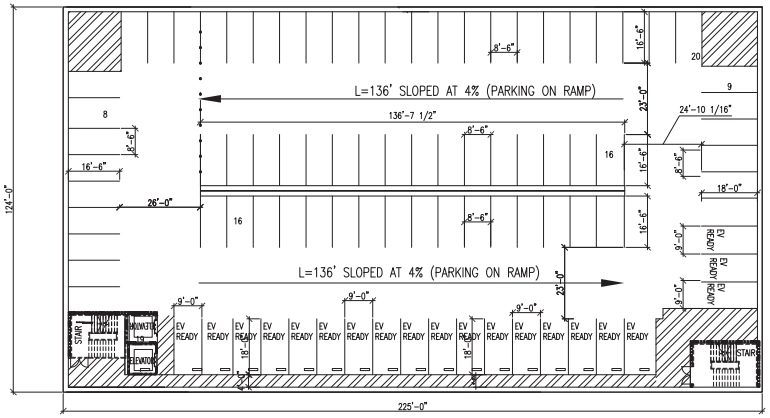
1 LEVEL 1 – NO PARKING ON RAMP (9.5% SLOPE)
1'-0"=40'-0"



3 LEVEL 3 – PARKING ON RAMP (4% CONTINUOUS)
1'-0"=40'-0"



2 LEVEL 2 – PARKING ON RAMP (4% CONTINUOUS)
1'-0"=40'-0"



4 LEVEL 4 – PARKING ON RAMP (4% CONTINUOUS)
1'-0"=40'-0"

0' 50' 75' 100'
SCALE: 1'-0" = 40'-0"

N

TARLTON

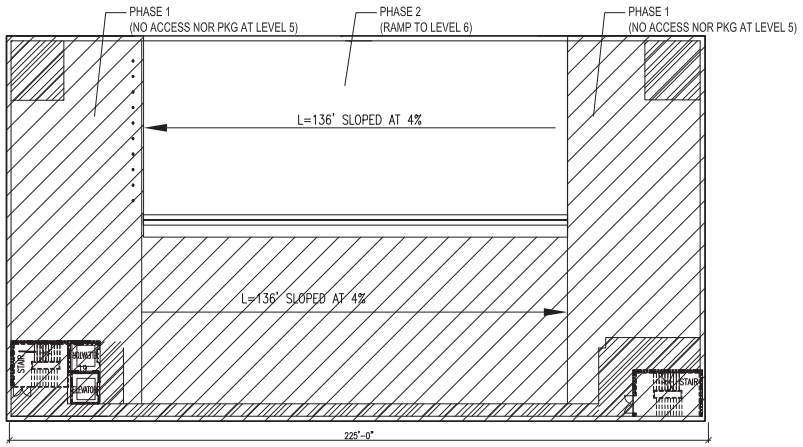
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-26-2021 C.U.P. RESPONSE 1

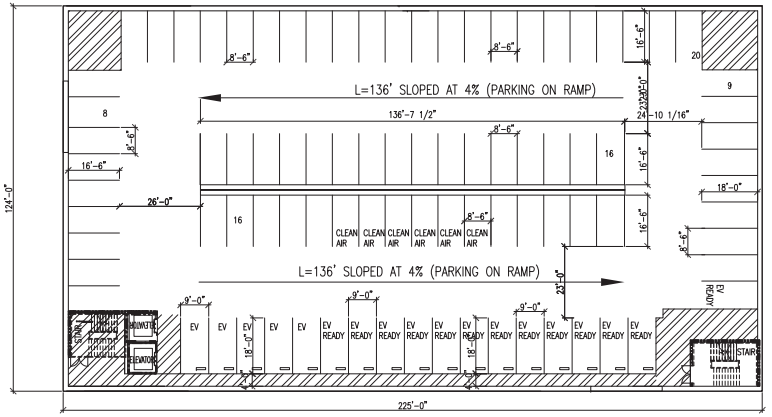
GARAGE PLANS PHASE 1

A13.2

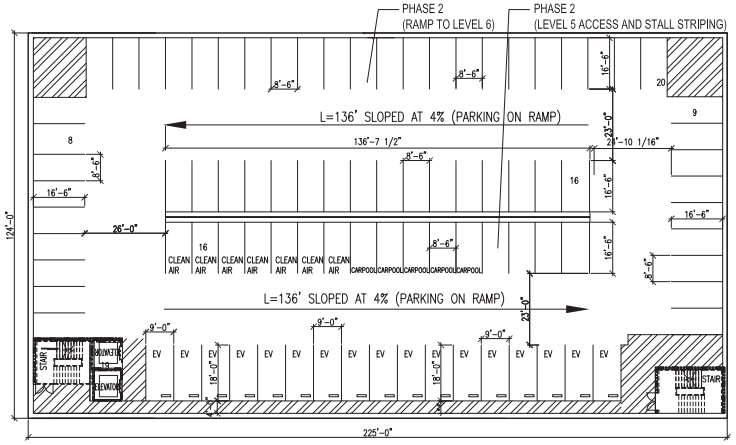
DES ARCHITECTS ENGINEERS



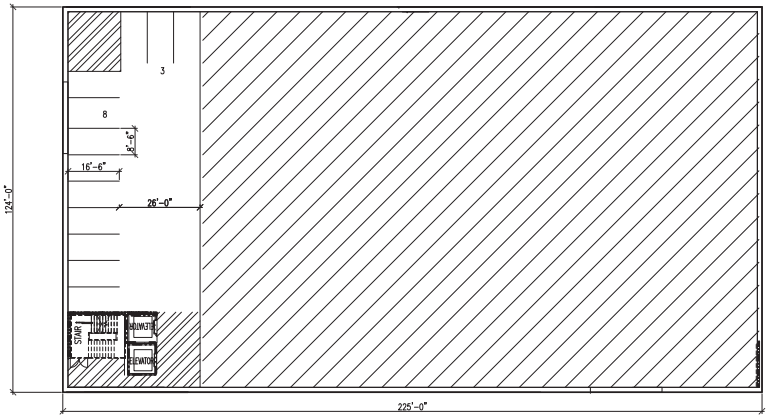
5 LEVEL 5 – RAMP (4% CONTINUOUS) – PHASE 1
1'-0"=40'-0"



6 LEVEL 6 – PARKING ON RAMP (4% CONTINUOUS)
1'-0"=40'-0"



5 LEVEL 5 – PARKING ON RAMP (4% CONTINUOUS) – PHASE 2
1'-0"=40'-0"



6 LEVEL 6.5
1'-0"=40'-0"

0' 50' 75' 100'
SCALE: 1'-0" = 40'-0"

N

TARLTON

985 & 1001 O'BRIEN DR
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MENLO PARK, CA 94025

10-26-2021 C.U.P. RESPONSE 1

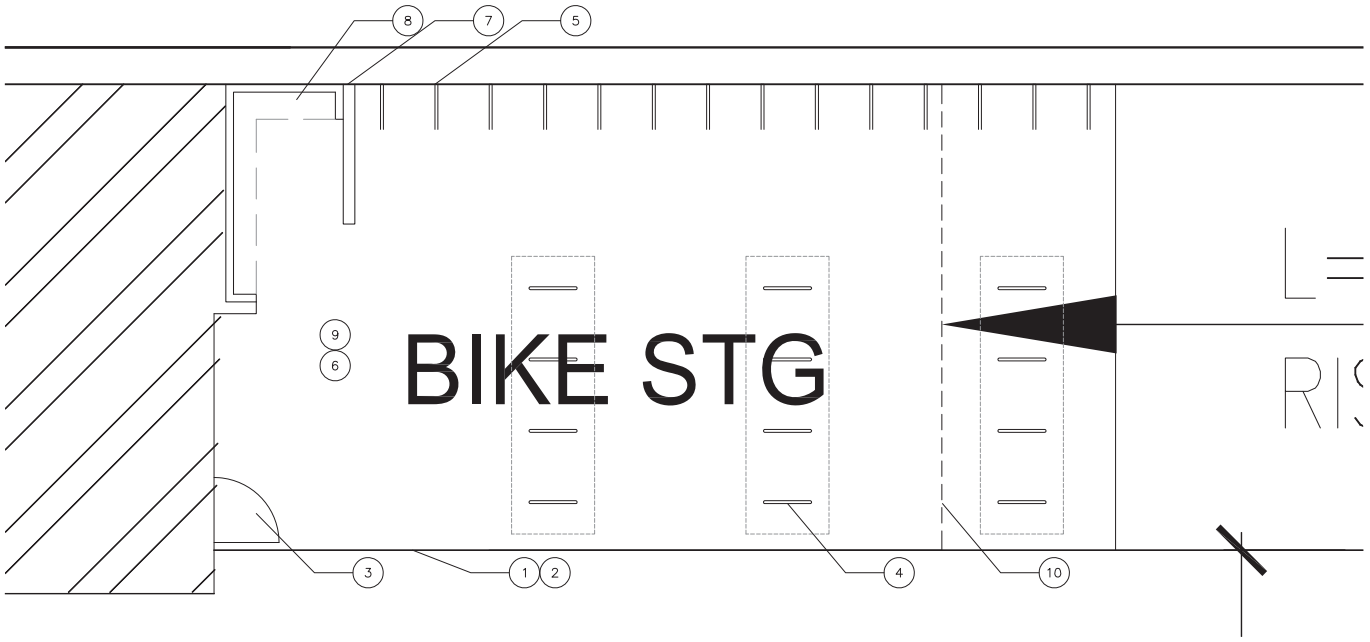
GARAGE PLANS PHASE 2

A13.3

DES ARCHITECTS ENGINEERS

LONG-TERM BICYCLE STORAGE

REQUIRED:		PROVIDED:	
LS (R&D):	38	**PHASE 1:**	
CALGREEN:	27 (5% OF PARKING)	1005 O'BRIEN DR:	26 (GARAGE)
LEED V4.1:	46 (5% OF BLDG OCC.)	1005 O'BRIEN DR:	5 (BUILDING)
PHASE 1:		AMENITIES:	2 (GARAGE)
1005 O'BRIEN DR:	31	FUTURE 1320 WILLOW RD:	10 (GARAGE)
AMENITIES:	2	**TOTAL PHASE 1:**	**43**
PHASE 2:		**PHASE 2:**	
1320 WILLOW RD:	31	1320 WILLOW RD:	5 (BUILDING)
TOTAL REQUIRED:	**48**	**TOTAL PROVIDED:**	**48**



KEY NOTES

1. BIKE RACK CAGE - 2"X2" SQUARE TUBING
2. METAL MESH PANEL
3. 3'X8' HINGE DOOR WITH ELECTRICAL HINGE
4. DERO FLOOR MOUNTED POST AND RING RACK
5. STEADYRACK CLASSIC RACK TYP.
6. EPOXY FLOOR
7. FULL HEIGHT 4" STUD FURRED WALLS TO SLAB ABOVE
8. HOLLMAN PHENOLIC LOCKERS (PHANTOM CHARCOAL)
9. ARMSTRONG PRELUDE XL GRID SYSTEM
10. TOP OF RAMP SLOPE ABOVE

0' 50' 75' 100'

SCALE: 1'-0" = 40'-0"

N

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LONG TERM BIKE STORAGE

A13.4

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

NORTH-WEST VIEW

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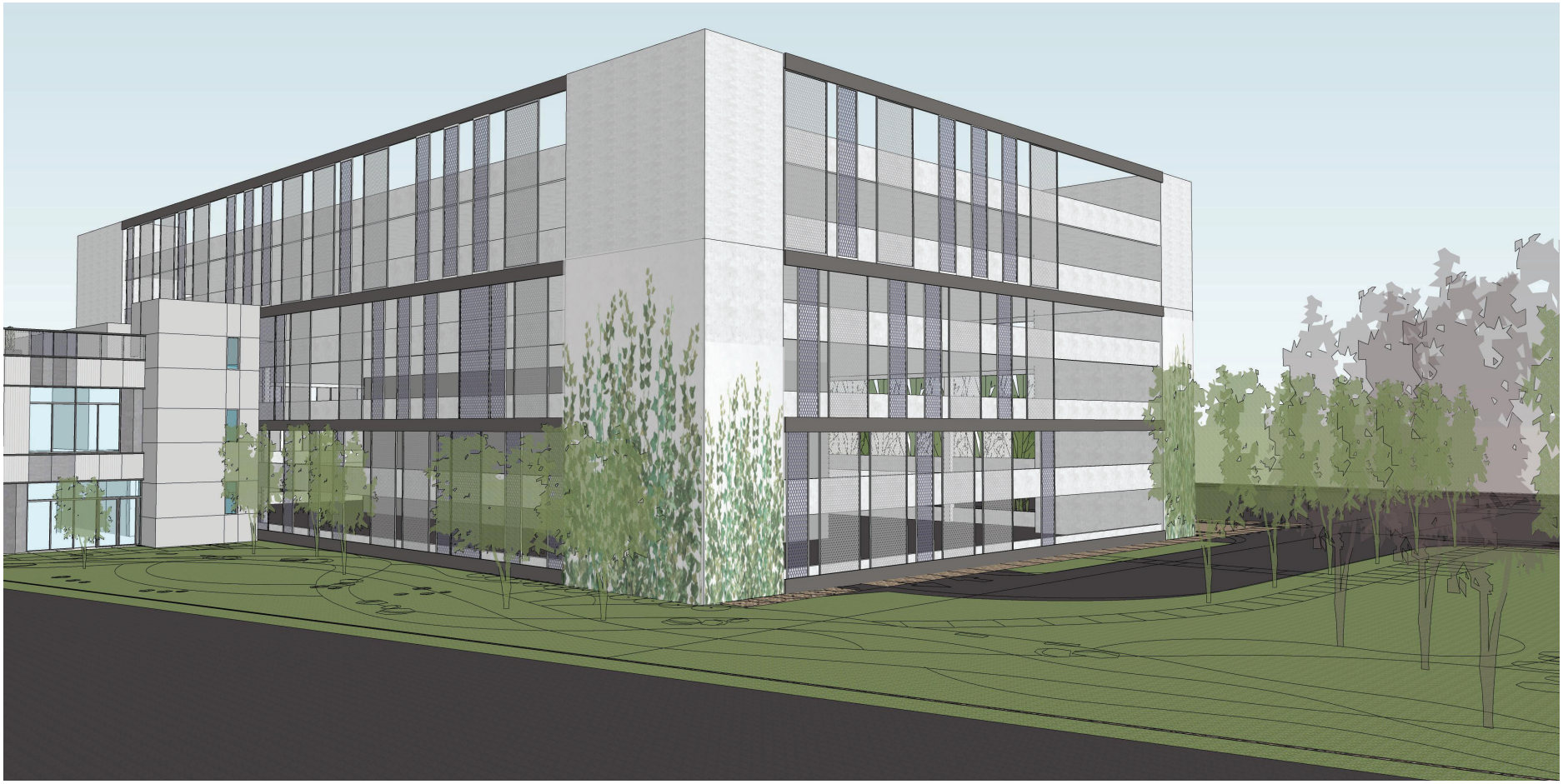
GARAGE 3D MASSING - PHASE 1

A13.5

DES ARCHITECTS ENGINEERS



NORTH-WEST VIEW

TARLTON

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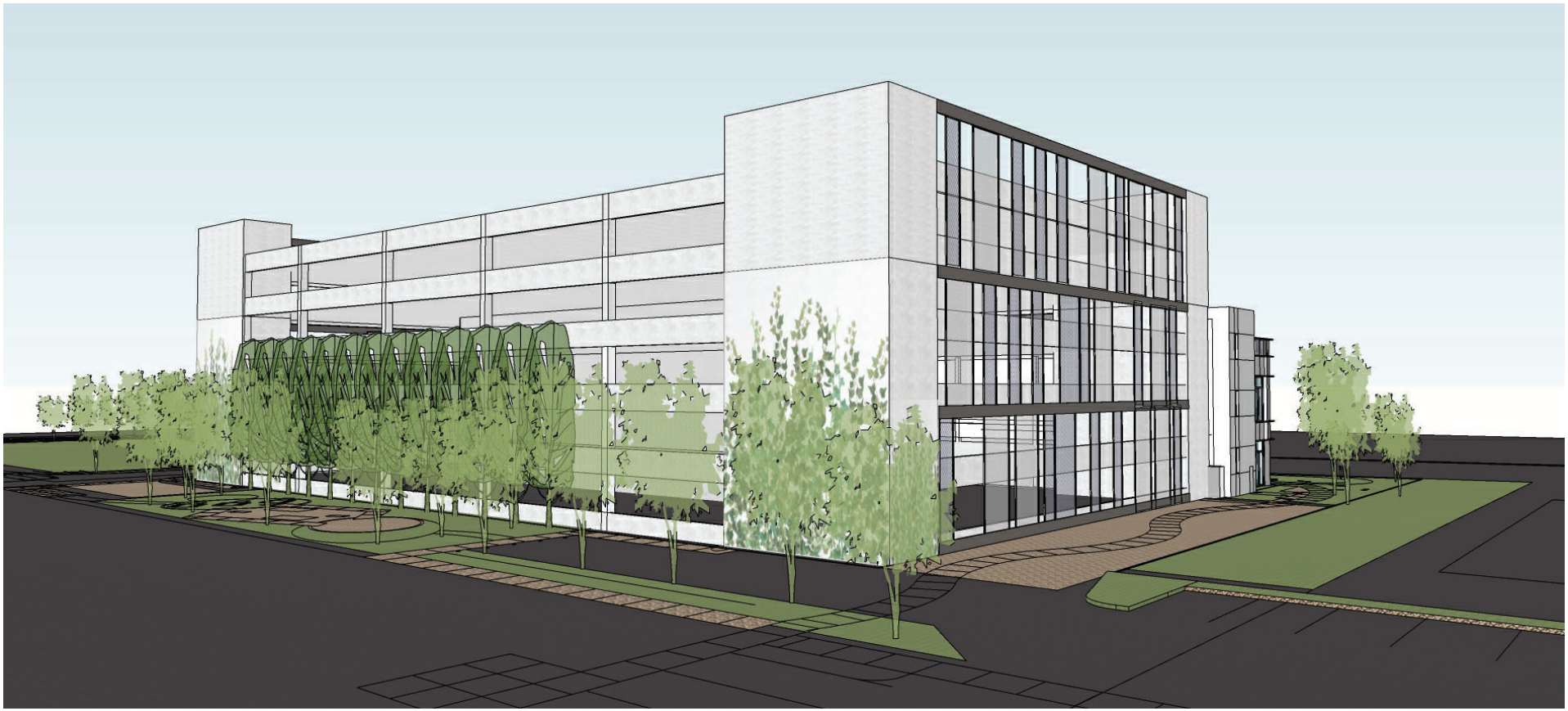
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

GARAGE 3D MASSING - PHASE 2

A13.6

DES ARCHITECTS + ENGINEERS



SOUTH-EAST VIEW

TARLTON

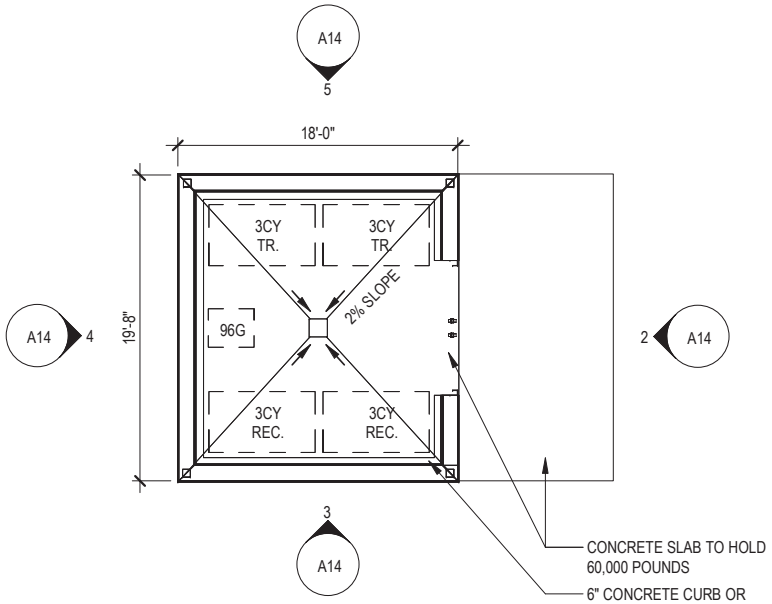
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1

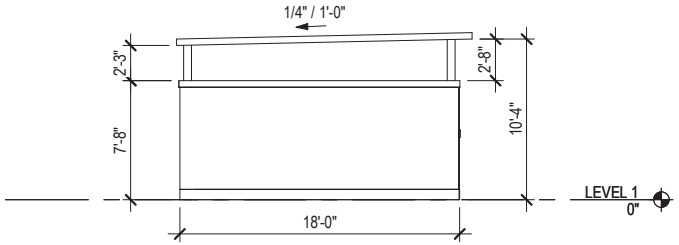
GARAGE 3D MASSING - PHASE 2

A13.7

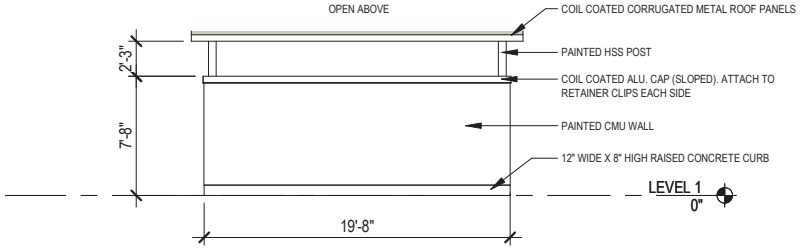
DES ARCHITECTS + ENGINEERS



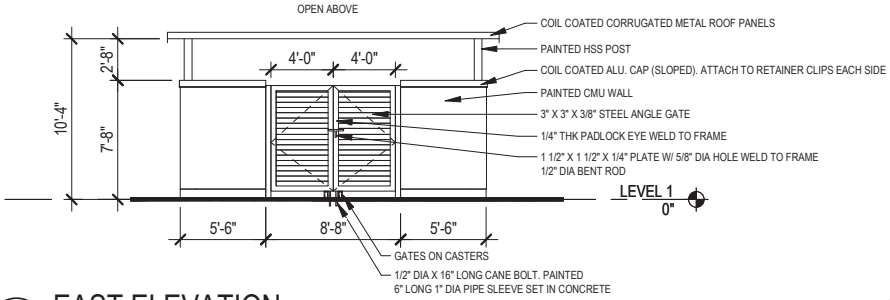
1 PLAN VIEW
1/8" = 1'-0"



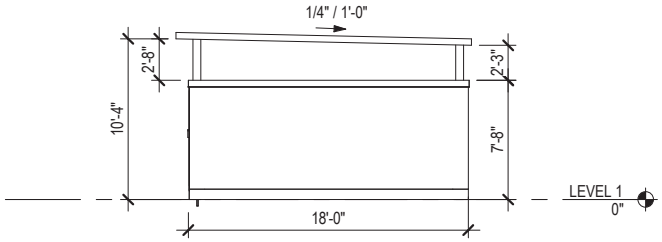
3 SOUTH ELEVATION
1/8" = 1'-0"



4 WEST ELEVATION
1/8" = 1'-0"



2 EAST ELEVATION
1/8" = 1'-0"



5 NORTH ELEVATION
1/8" = 1'-0"

TARLTON

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1320 WILLOW RD
MENLO PARK, CA 94025

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TRASH ENCLOSURE - 1005 O'BRIEN
& 1320 WILLOW

A14

DES ARCHITECTS ENGINEERS

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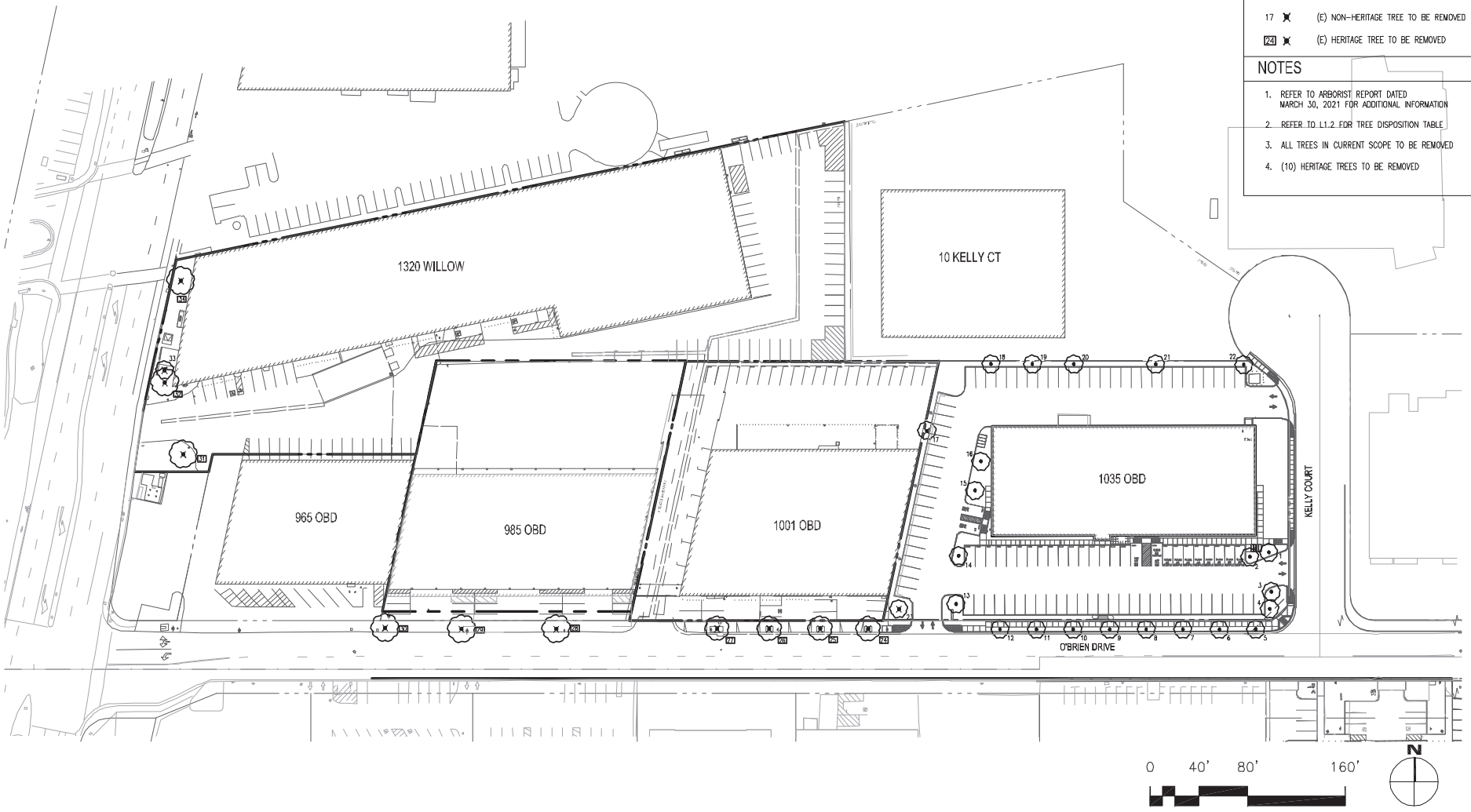

TARLTON

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MENLO PARK, CA 94025

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EXISTING TREE PLAN

L1.1

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/100250002_A_1005OBD_SHELL_2020_Central.rvt

TREE INVENTORY TABLE

TREE/ TAG NO.	TREE NAME	SIZE			CONDITION					REGULATED			
		Trunk Diameter (in.)	Height (ft.)	Canopy Spread (ft.)	Health Condition (100%=Best, 0%=Worst)	Structural Integrity (100%=Best, 0%=Worst)	Form (100%=Best, 0%=Worst)	Overal Condition (Good/Fair/Poor/Dead)	Suitability for Preservation (High/Moderate/Low)	Heritage Tree	Street Tree	Removal (tbd)	Appraised Value
17	Columbia London plane (*Platanus × h.* 'Columbia')	7.1	35	20	70%	80%	80%	Good	High	-	-	-	-
	Comments: Limbs emerge at 7' high.												
23	Forest Pansy redbud (*Cercis c.* 'Forest Pansy')	~1	8	10	70%	40%	80%	Fair	Moderate	-	-	-	-
	Comments: Recently installed and double-staked. Nursery stake also remains unfavorably attached (and should be removed). Low branching structure. Excessive moisture at base and over rootball.												
24	Modesto ash (*Fraxinus v.* 'Modesto')	15.8	20	20	40%	30%	50%	Poor	Low	X	X	-	$500
	Comments: Beneath high-voltage wires and reduced in height. Within a square planter covered by landscape fabric and river rock. Driveway apron, curb and gutter are cracked and/or buckled. Multiple leaders emerge at 15' high.												
25	Modesto ash (*Fraxinus v.* 'Modesto')	15.3	20	25	40%	30%	30%	Poor	Low	X	X	-	$500
	Comments: Beneath high-voltage wires and has been reduced in height. Within square planter covered by landscape fabric and river rock. Has a large, old decaying cut where trunk bifurcates at 6' high.												
26	Modesto ash (*Fraxinus v.* 'Modesto')	20.7	35	30	40%	20%	50%	Poor	Low	X	X	X	$0
	Comments: I recommend removing asap. Has a massive and hollowed decay column along its entire trunk (street side), and at the wound's top is a fruiting body informing of advanced internal decay. Beneath high-voltage wires and has been reduced in height. Within a square planter covered by landscape fabric and river rock. Adjacent curb and gutter are buckled, and sidewalk is cracked and slightly raised. Multiple leaders emerge 9' high.												
27	Modesto ash (*Fraxinus v.* 'Modesto')	24.0	30	35	70%	30%	50%	Poor	Low	X	X	-	$1,200
	Comments: Beneath high-voltage wires and has been reduced in height. Within a rectangular-shaped planter covered by landscape fabric and river rock. Near fire hydrant. Adjacent sidewalk is cracked and raised. Multiple leaders emerge at 7' high. At utility pole, and a pronounced buttress root surfaces towards pole. Has a large decayed section along street side limb.												
28	Modesto ash (*Fraxinus v.* 'Modesto')	28.3	40	45	60%	40%	50%	Poor	Low	X	X	-	$2,300
	Comments: Beneath high-voltage wires and has been reduced in height. Within a rectangular-shaped planter covered by landscape fabric and river rock (and surrounded by asphalt parking lot along three sides). Canopy is slightly asymmetrical. At utility pole. Adjacent asphalt is raised by roots.												
29	Modesto ash (*Fraxinus v.* 'Modesto')	15.8	35	25	40%	10%	30%	Poor	Low	X	X	X	$0
	Comments: I recommend removing asap. It has a decay column along the entire trunk, with one large hollow and several other small ones above and below. Beneath high-voltage wires, but not yet reduced in height. Within a square planter covered by landscape fabric and river rock (and surrounded by asphalt parking lot along three sides). Asphalt is raised by roots, and adjacent curb is buckled. Has several old basal wounds. Narrow, asymmetrical canopy and high crown.												
30	Modesto ash (*Fraxinus v.* 'Modesto')	21.4	35	35	40%	10%	30%	Poor	Low	X	X	X	$0
	Comments: I recommend removing asap. Along the trunk's west side, at 5' high, is a small wound with advanced internal decay, as evidenced by the large, deteriorating fruiting body (likely Ganoderma) emerging from the hollow. Directly above, along the street side, is an old 8" diameter wound with decay extending above and below. Beneath high-voltage wires and has been reduced in height. Within a square planter planter covered by landscape fabric and river rock (and surrounded by asphalt along three sides). Roots have cracked and raised surrounding asphalt and adjacent curb/gutter. Asymmetrical canopy.												
31	Italian stone pine (*Pinus pinea*)	24.4	35	35	80%	50%	60%	Fair	Moderate	X	-	-	$3,400
	Comments: Irregular trunk formation, sweeping SW around 7' high. Adjacent to pole with security camera. Many recent cuts along south section of lower crown.												
32	Silver dollar gum (*Eucalyptus polyanthemos*)	31.8, 19.8	50	35	60%	30%	40%	Poor	Low	X	?	-	$3,000
	Comments: Possibly a street tree (tbd with survey). Adjacent to building, within a raised planter aligning sidewalk, and adjacent to an FDC hydrant and fire sprinkler vault. Formed by two trunks. The smaller southern one has a large basal wound with extensive decay, and an 11" diameter decaying wound 18" above. The larger, northern trunk bifurcates into codominant leaders 3' above grade. Excessively thin canopy with interior watersprouts.												
33	Marina madrone (*Arbutus* 'Marina')	2.9	12	10	80%	40%	40%	Fair	Moderate	-	?	-	-
	Comments: Possibly a street tree (tbd with survey). Suppressed, crowded-growing conditions within several feet from #32's nearest trunk. Asymmetrical canopy and buried root collar. Adjacent to building.												
34	Silver dollar gum (*Eucalyptus polyanthemos*)	27.2	50	30	40%	60%	40%	Poor	Moderate	X	?	-	$3,600
	Comments: Possibly a street tree (tbd with survey). Adjacent to building, and within a raised and narrow planter aligning sidewalk. Extremely thin and sparse canopy with interior watersprouts.												

NOTES

1. EXCERPTS TAKEN FROM ARBORIST REPORT DATED MARCH 30, 2021
2. ALL TREES IN CURRENT SCOPE TO BE REMOVED
3. TREE #1–16, 18–22 IN FUTURE SCOPE

TARLTON

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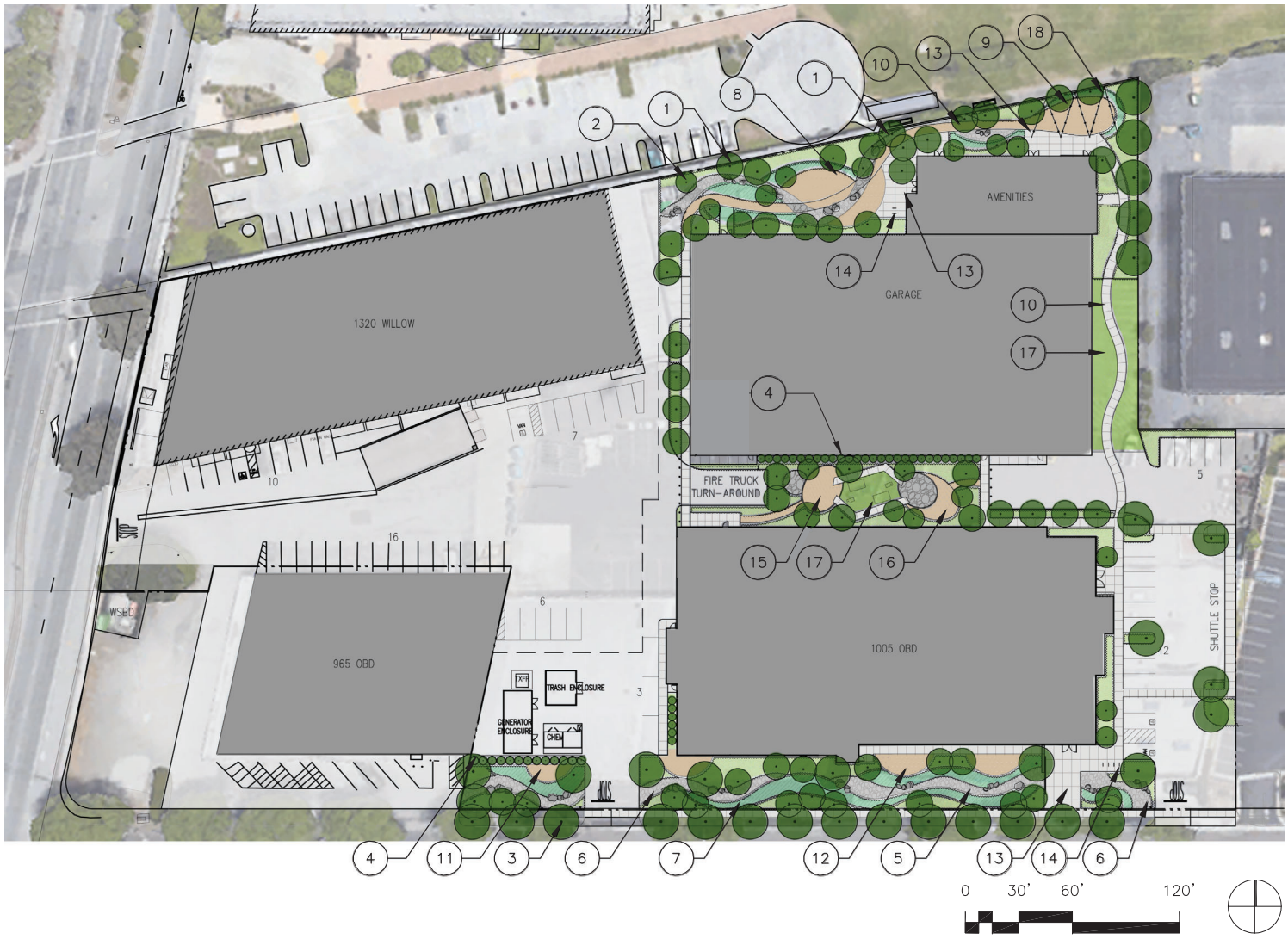
10-28-2021 C.U.P. RESPONSE 1

EXISTING TREE DISPOSITION TABLE

L1.2

DES ARCHITECTS ENGINEERS



KEY NOTES:

1. CANOPY TREE
2. ACCENT TREE
3. STREET TREE
4. SCREEN HEDGES
5. BIORETENTION AREA
6. COBBLE CREEK WITH BOULDERS
7. THEMED PLANTING STRIPS
8. GATHERING SPACE
9. EVENT PLAZA
10. STROLLING PATH
11. MEDITATIVE SPACE
12. SMALL GROUP GATHERING SPACE
13. MAIN ENTRY PLAZA
14. BIKE RACKS
15. OUTDOOR DINING TERRACE
16. OUTDOOR ACTIVITY SPACE
17. FLEX TURF SPACE AND DRIVABLE SURFACE FOR FIRE TRUCK ACCESS
18. CATENARY LIGHT

MATERIAL KEY:

- CONCRETE PAVING
- DECOMPOSED GRANITE PATHS/PAVING, TYP.
- FLAGSTONE PAVING, TYP.

TARLTON

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PROPOSED LANDSCAPE PLAN - PHASE 1

L2.1A

DES ARCHITECTS ENGINEERS

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KEY NOTES:

1. CANOPY TREE
2. ACCENT TREE
3. STREET TREE
4. SCREEN HEDGES
5. BIORETENTION AREA
6. COBBLE CREEK WITH BOULDERS
7. THEMED PLANTING STRIPS
8. GATHERING SPACE
9. EVENT PLAZA
10. STROLLING PATH
11. MEDITATIVE SPACE
12. SMALL GROUP GATHERING SPACE
13. MAIN ENTRY PLAZA
14. BIKE RACKS
15. OUTDOOR DINING TERRACE
16. OUTDOOR ACTIVITY SPACE
17. FLEX TURF SPACE AND DRIVABLE SURFACE FOR FIRE TRUCK ACCESS
18. CATENARY LIGHT
19. TRELLIS

MATERIAL KEY:

CONCRETE PAVING

DECOMPOSED GRANITE PATHS/PAVING, TYP.

FLAGSTONE PAVING, TYP.

TARLTON

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MENLO PARK, CA 94025

04-15-2021	D.R.T. REVIEW
05-26-2021	C.U.P. SUBMITTAL
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PROPOSED LANDSCAPE PLAN - PHASE 2

L2.1B

DES ARCHITECTS ENGINEERS

BIM 360:/Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

TARLTON

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1320 WILLOW RD
MENLO PARK, CA 94025

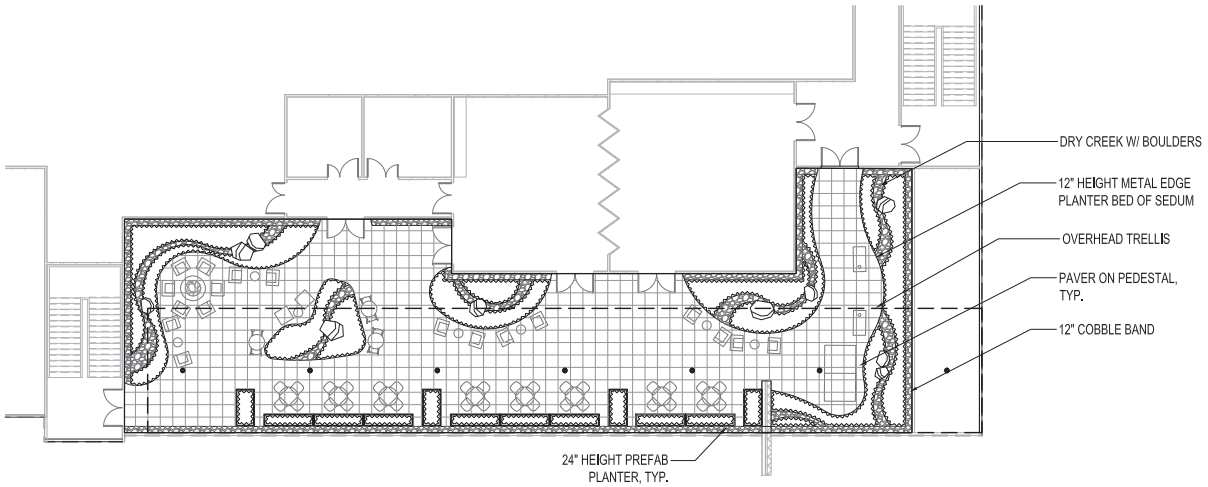
10-28-2021 C.U.P. RESPONSE 1

LANDSCAPE SPACE DIAGRAM

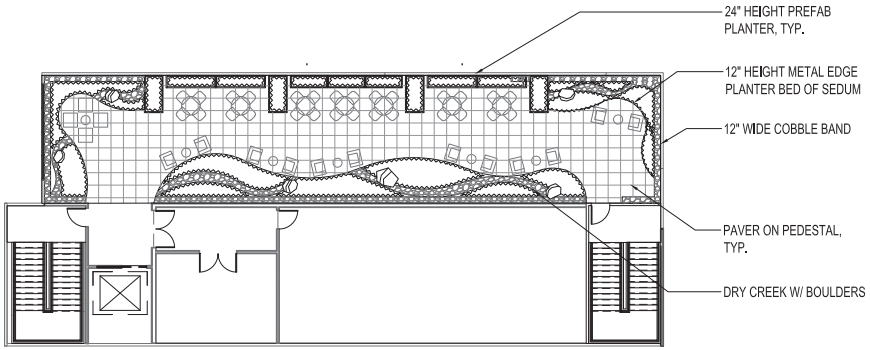
L2.1C

DES ARCHITECTS ENGINEERS

BIM 360:/Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



1 1005 OBD ROOF DECK ENLARGEMENT
SCALE: 1" = 20'-0"



2 AMENITY ROOF DECK ENLARGEMENT
SCALE: 1" = 20'-0"

0 10' 20' 40'

N

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

TARLTON

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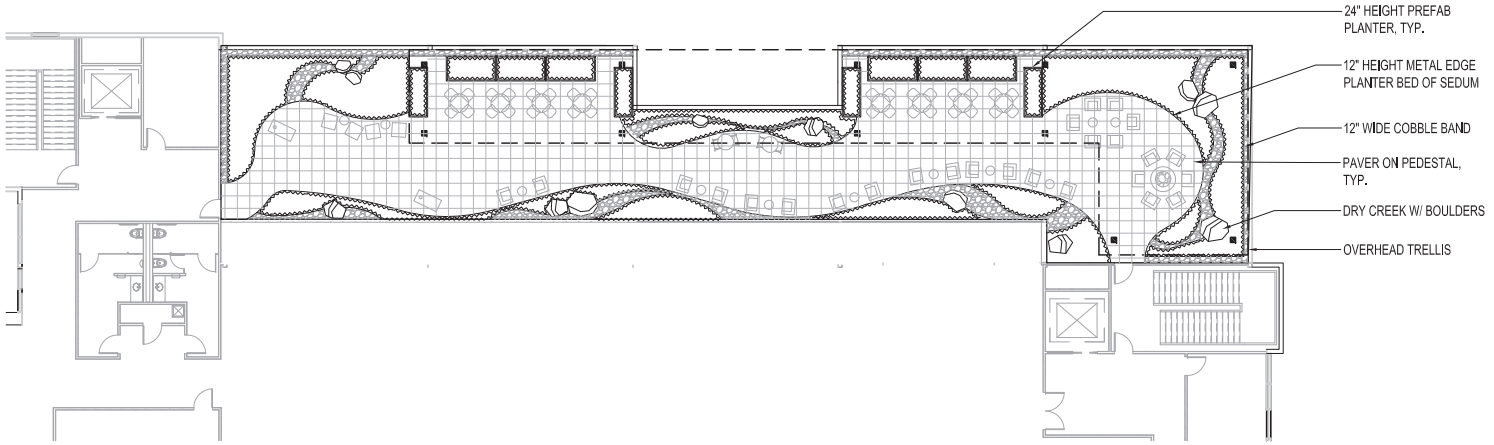
ENLARGED ROOF DECK PLAN - PHASE 1

L2.2

DES ARCHITECTS ENGINEERS



1 1320 WILLOW ROOF DECK ENLARGEMENT
SCALE: 1" = 20'-0"

0 10' 20' 40'

N

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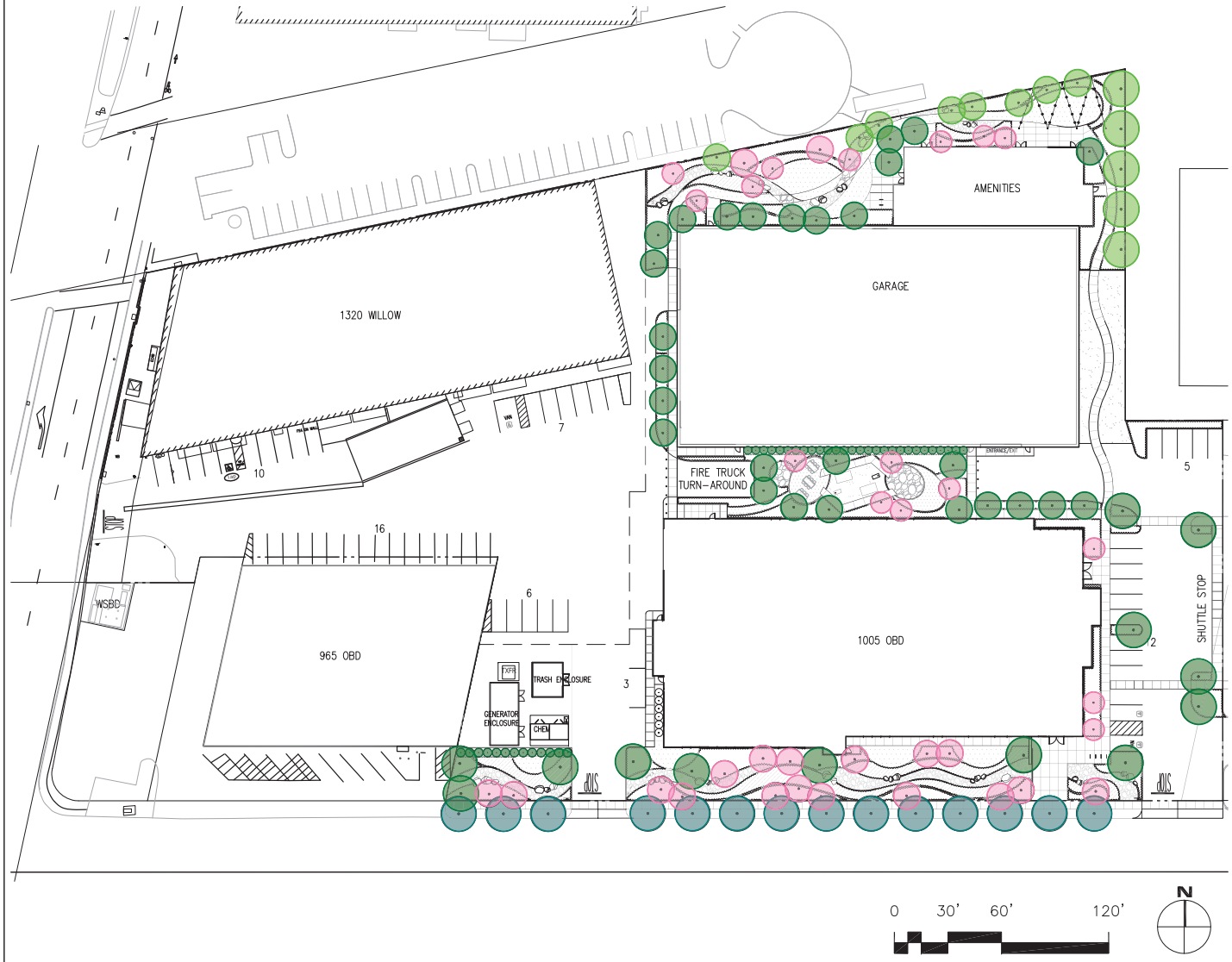
10-28-2021 C.U.P. RESPONSE 1

ENLARGED ROOF DECK PLAN - PHASE 2

L2.2a

DES ARCHITECTS ENGINEERS



PLANTING PALETTE

	BOTANICAL NAME / COMMON NAME	WUCOLS
STREET TREE	Fraxinus pennsylvanica 'Patmore'/ Patmore Green Ash	MOD
SCREEN TREE	Pinus canariensis/ Canary Island Pine	LOW
	Quercus agrifolia/ Coast Live Oak	V.LOW
CANOPY TREE	Acer rubrum 'October Glory'/ October Glory Maple	MOD
	Ginkgo biloba 'Autumn Gold'/ Autumn Gold ginkgo	MOD
	Pistacia chinensis 'Keith Davey'/ Keith Davey Chinese Pistache	LOW
	Platanus acerifolia 'Columbia'/ London Plane Tree	MOD
	Ulmus parvifolia 'True Green'/ Chinese Elm 'True Green'	LOW
ACCENT TREE	Arbutus 'Marina'/ NCN	LOW
	Cercis occidentalis/ Western Redbud	LOW
	Lophostemon confertus/ Brisbane Box	MOD
	Lagerstroemia indica x fauriei 'Muskogee'/ Muskogee Crape Myrtle	LOW
	Magnolia grandiflora 'Little Gem'/ Little Gem Magnolia	MOD
	Ulmus parvifolia 'True Green'/ Chinese Elm 'True Green'	LOW
SCREEN HEDGE	Pittosporum tenuifolium 'Silver Sheen' / Silver Sheen Kohuhu	MOD
	Ligustrum japonicum 'Texanum' / Waxleaf Privet	MOD

TARLTON

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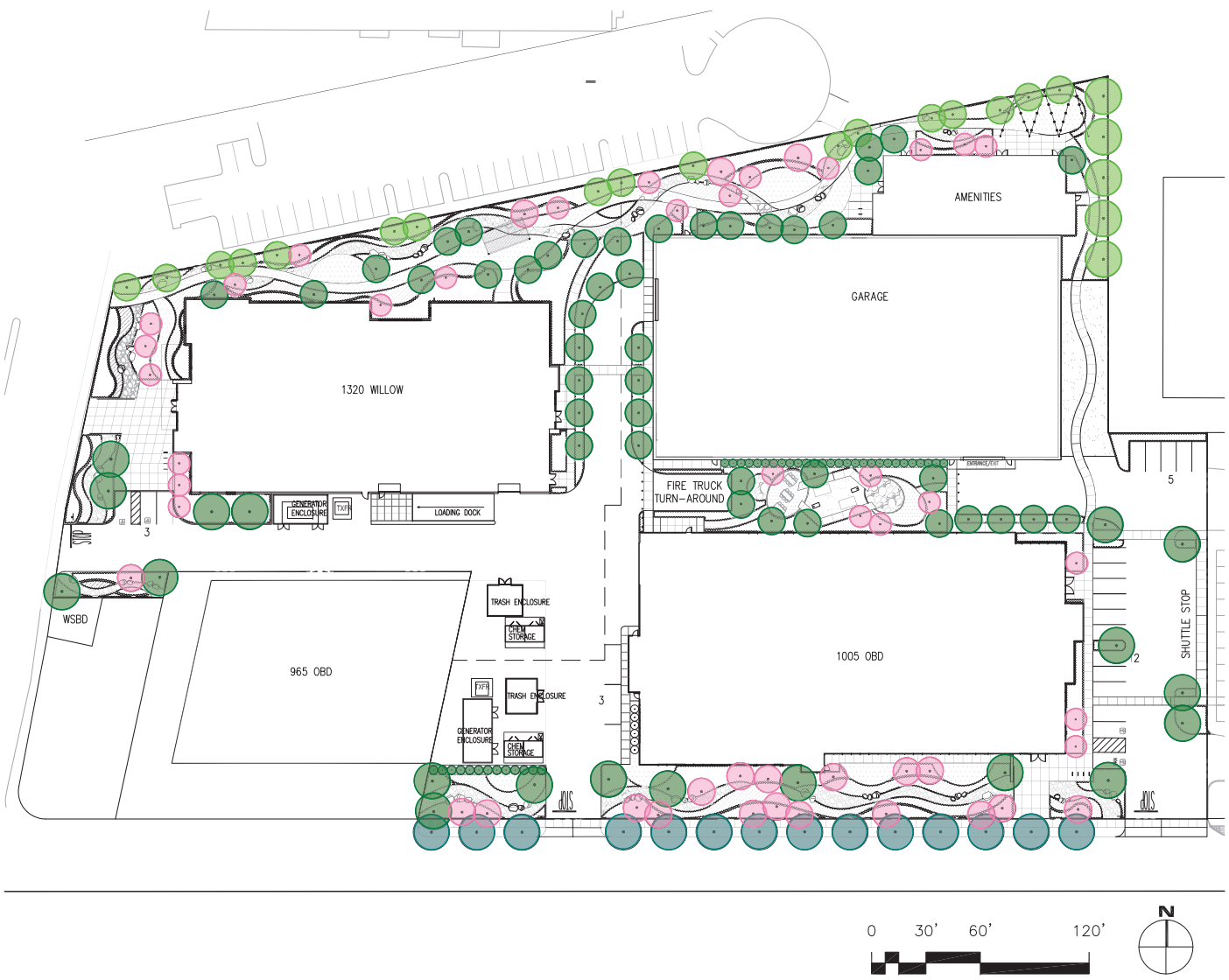
PROPOSED PLANTING PLAN - PHASE 1

L2.3A

DES ARCHITECTS ENGINEERS

BIM 360:/Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



PLANTING PALETTE

	BOTANICAL NAME / COMMON NAME	WUCOLS
STREET TREE	Fraxinus pennsylvanica 'Patmore'/ Patmore Green Ash	MOD
SCREEN TREE	Pinus canariensis/ Canary Island Pine	LOW
	Quercus agrifolia/ Coast Live Oak	V.LOW
CANOPY TREE	Acer rubrum 'October Glory'/ October Glory Maple	MOD
	Ginkgo biloba 'Autumn Gold'/ Autumn Gold ginkgo	MOD
	Pistacia chinensis 'Keith Davey'/ Keith Davey Chinese Pistache	LOW
	Platanus acerifolia 'Columbia'/ London Plane Tree	MOD
	Ulmus parvifolia 'True Green'/ Chinese Elm 'True Green'	LOW
ACCENT TREE	Arbutus 'Marina'/ NCN	LOW
	Cercis occidentalis/ Western Redbud	LOW
	Lophostemon confertus/ Brisbane Box	MOD
	Lagerstroemia indica x fauriei 'Muskogee'/ Muskogee Crape Myrtle	LOW
	Magnolia grandiflora 'Little Gem'/ Little Gem Magnolia	MOD
	Ulmus parvifolia 'True Green'/ Chinese Elm 'True Green'	LOW
SCREEN HEDGE	Pittosporum tenuifolium 'Silver Sheen' / Silver Sheen Kohuhu	MOD
	Ligustrum japonicum 'Texanum' / Waxleaf Privet	MOD

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

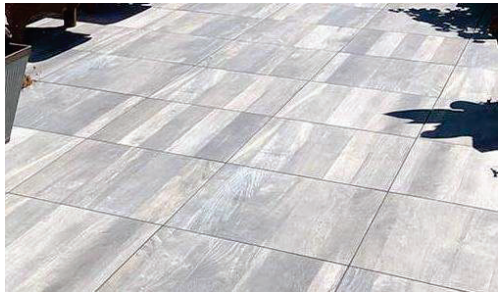
10-28-2021 C.U.P. RESPONSE 1

PROPOSED PLANTING PLAN - PHASE 2

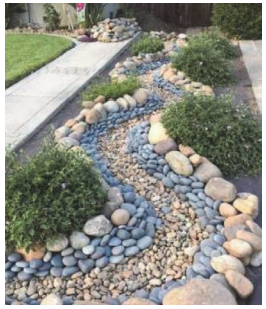
L2.3B

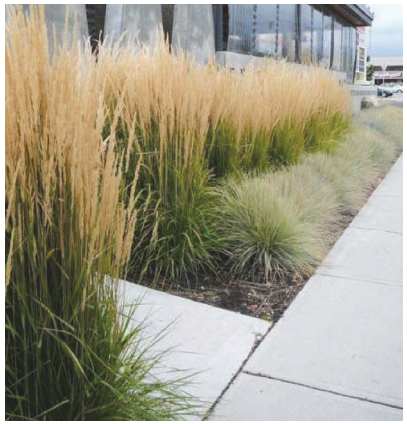
DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt






TARLTON

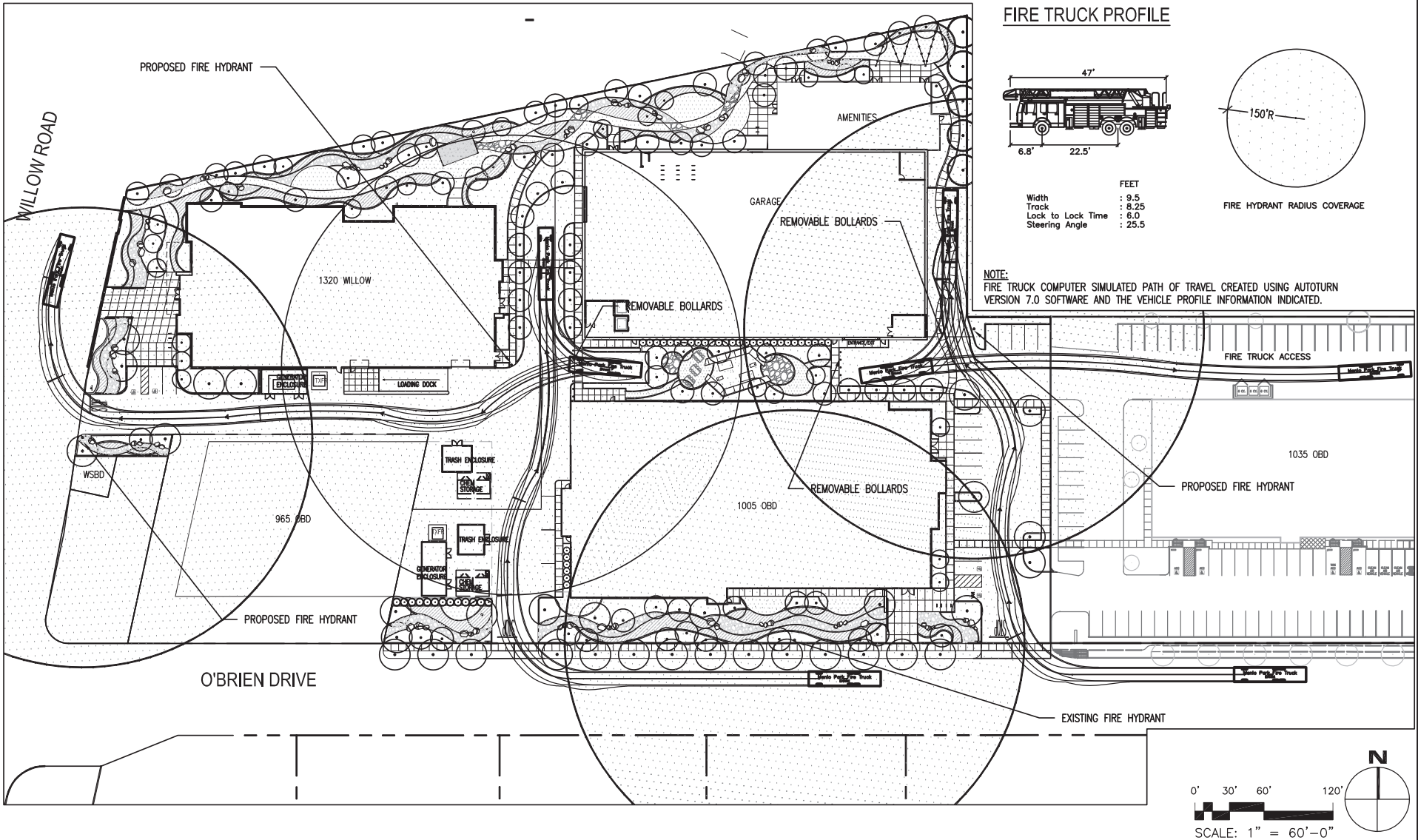
1005 O'BRIEN DR
MENLO PARK, CA

04-15-2021	D.R.T. REVIEW
05-26-2021	C.U.P. SUBMITTAL
10-28-2021	C.U.P. RESPONSE 1

PROPOSED LANDSCAPE IMAGERY

L3

DES ARCHITECTS ENGINEERS



TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

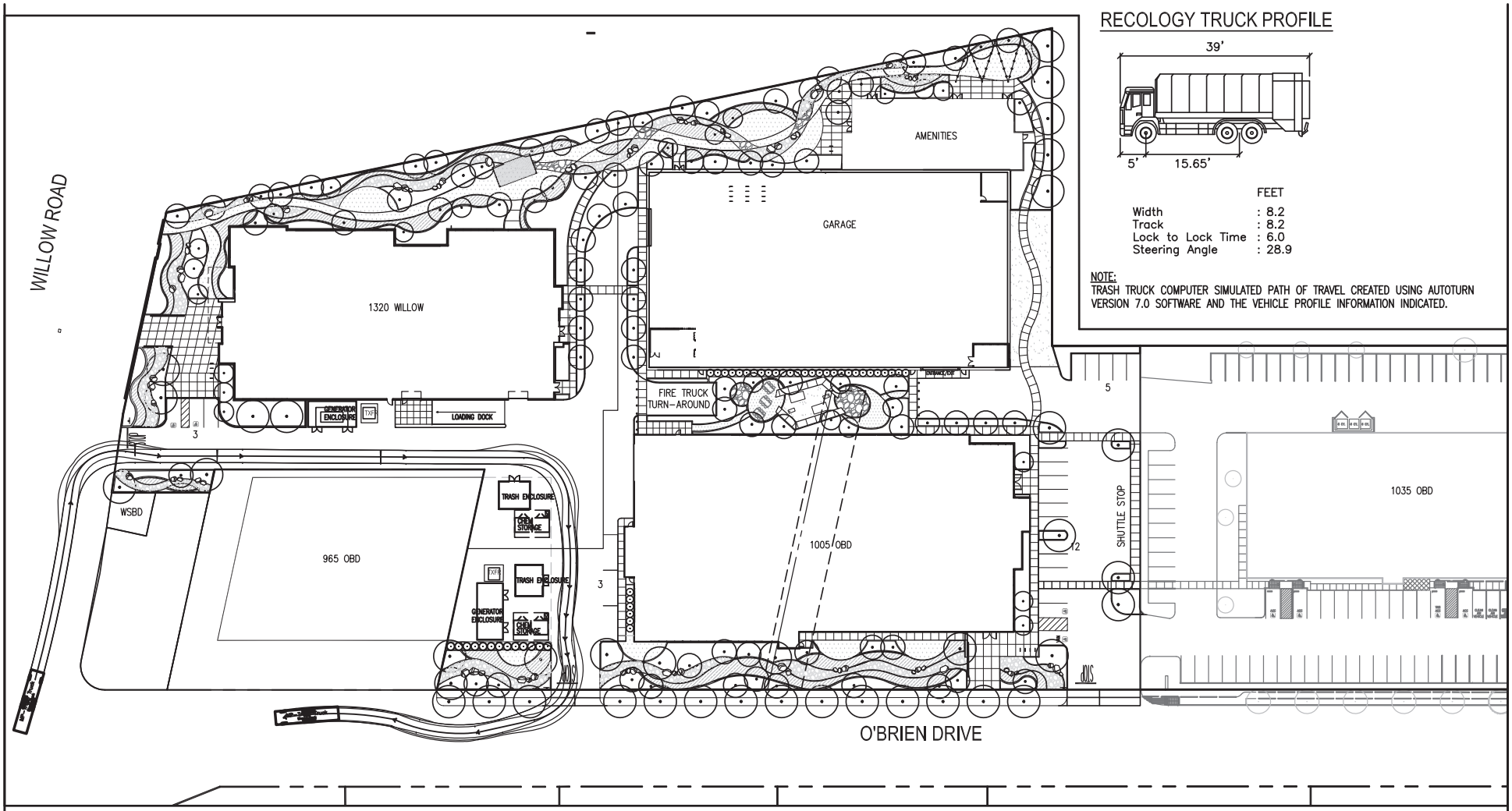
10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL
04-15-2021 D.R.T. REVIEW

FIRE TRUCK TURNING AND HYDRANT EXHIBIT

C1.1

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



RECOLOGY TRUCK PROFILE

	FEET
Width	: 8.2
Track	: 8.2
Lock to Lock Time	: 6.0
Steering Angle	: 28.9

NOTE:
TRASH TRUCK COMPUTER SIMULATED PATH OF TRAVEL CREATED USING AUTOTURN VERSION 7.0 SOFTWARE AND THE VEHICLE PROFILE INFORMATION INDICATED.

0' 30' 60' 120'

SCALE: 1" = 60'-0"

N

TARLTON

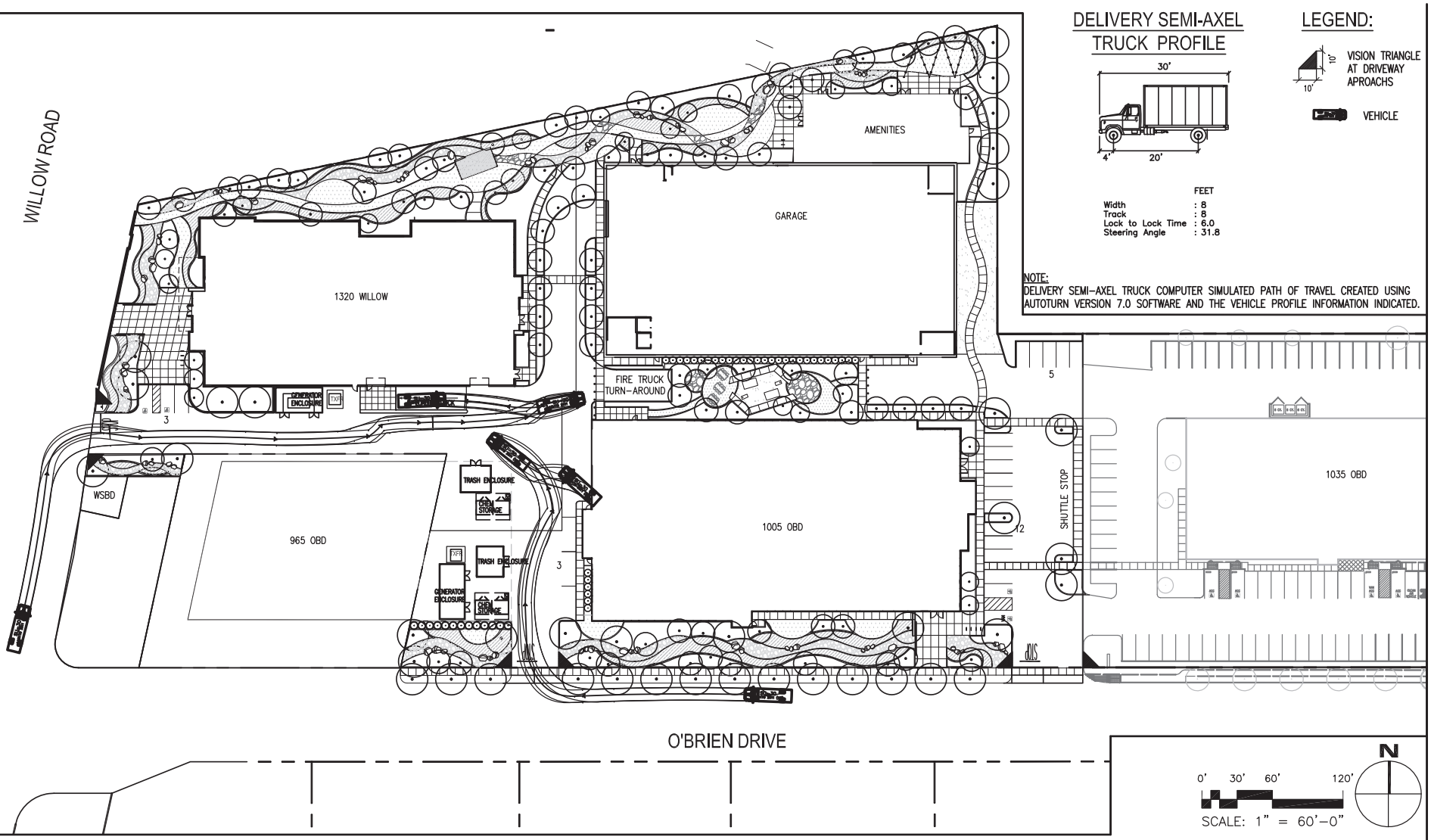
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL
04-15-2021 D.R.T. REVIEW

RECOLOGY TRUCK TURNING EXHIBIT C1.2

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt



TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL
04-15-2021 D.R.T. REVIEW

DELIVERY TRUCK EXHIBIT

C1.3

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

LEGEND:

	BOUNDARY OF WORK LIMIT
TP	TOP OF PAVEMENT
TC	TOP OF CURB
FF	FINISH FLOOR ELEVATION
FH	FIRE HYDRANT
FL	FLOWLINE
FG	FINISH GRADE
RIM	RIM OF SD CATCH BASIN
SDCB	STORM DRAIN CATCH BASIN
AD	AREA DRAIN
HP	HIGH POINT
(E)	EXISTING
(P)	PROPOSED
	DIRECTION OF SURFACE DRAINAGE
	CATCH BASIN
	BIORETENTION BASIN
	DG PAVEMENT
	COBBLE BAND
	LANDSCAPE AREA
	STREET LIGHTS PER CITY STANDARD DETAILS

NOTE:

1. SEE SHEET C6.1 FOR SECTIONS OF EXISTING AND PROPOSED CONDITIONS ALONG O'BRIEN DRIVE AND BOUNDARY.
2. SLOPES WITHIN THE FIRST 10' MUST SLOPE AWAY FORM THE BUILDING AT 5% MIN. FOR PERVIOUS SURFACES AND 2% MIN. FOR IMPERVIOUS AREAS.
3. ALL OFFSITE IMPROVEMENTS SHALL BE PER CITY OF MENLO PARK STANDARD DETAILS.
4. PER MUNICIPAL CODE CHAPTER 16, ELECTRICAL UNDERGROUNDING (LESS THAN 60KV AND COMMUNICATION LINES).

BENCHMARK:

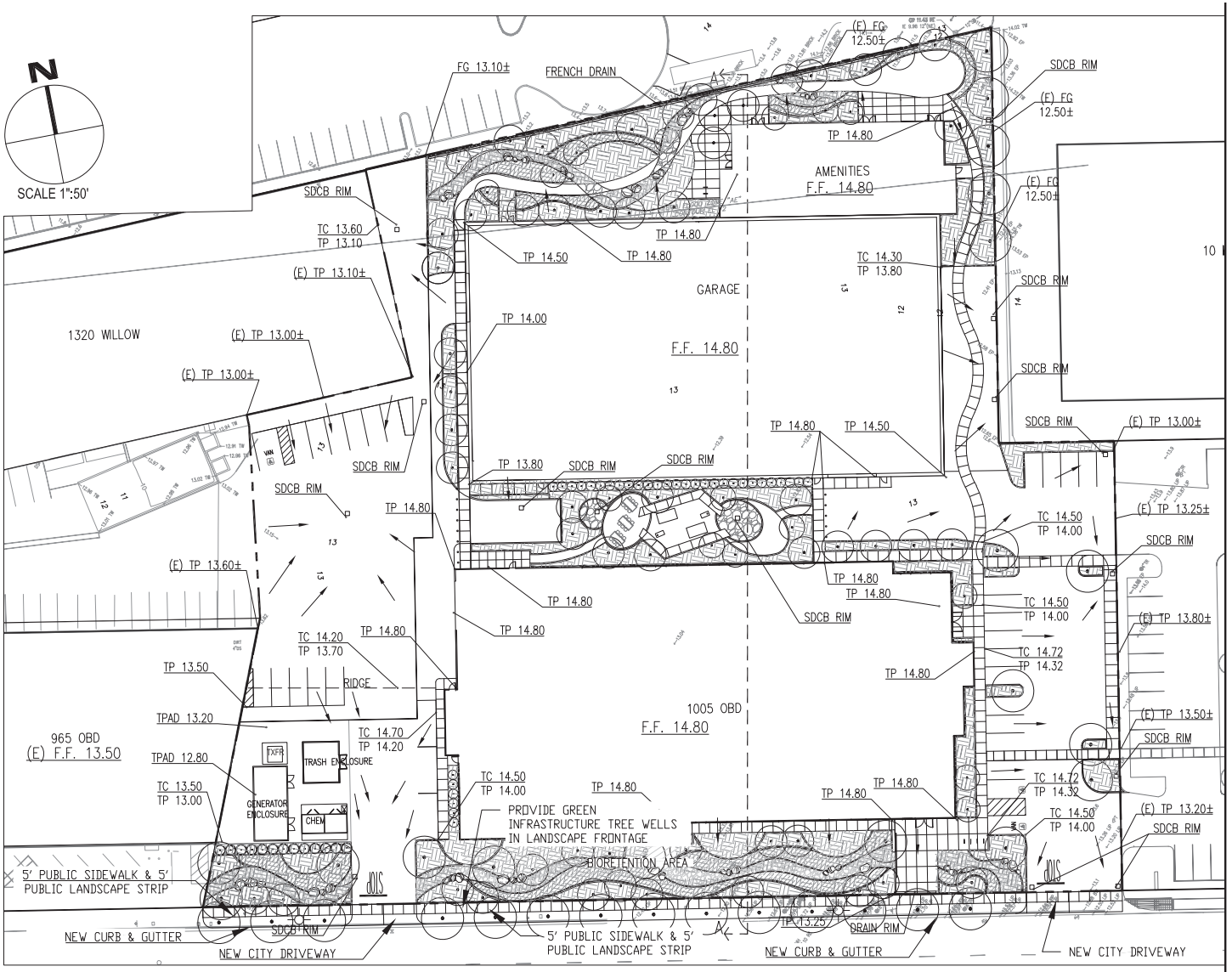
(FROM TOPOGRAPHIC SURVEY PREPARED BY KIER & WRIGHT SURVEYORS; JOB A15124-5 DATED FEB. 2021)

FLOOD ZONE NOTE:

THE SUBJECT PROPERTY IS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP, MAP NUMBER 06081C0307E FOR COMMUNITY PANEL NUMBER 060321 0307 E, DATED OCTOBER 16, 2012, WITH THE SITE BEING LOCATED IN FLOOD ZONE "AE";

BASE FLOOD ELEVATION DETERMINED AS 12.8 FEET.

NOTE: THE PROJECT WILL BE DESIGNED AND CONSTRUCTED IN COMPLIANCE WITH CURRENT FEMA REGULATIONS AND CITY'S FLOOD DAMAGE PREVENTION ORDINANCE.



TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

PHASE 1 PRELIMINARY GRADING PLAN

C2.1

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

LEGEND:

	BOUNDARY OF WORK LIMIT
TP	TOP OF PAVEMENT
TC	TOP OF CURB
FF	FINISH FLOOR ELEVATION
FH	FIRE HYDRANT
FL	FLOWLINE
FG	FINISH GRADE
RIM	RIM OF SD CATCH BASIN
SDCB	STORM DRAIN CATCH BASIN
AD	AREA DRAIN
HP	HIGH POINT
(E)	EXISTING
(P)	PROPOSED
	DIRECTION OF SURFACE DRAINAGE
	CATCH BASIN
	BIORETENTION BASIN
	DG PAVEMENT
	COBBLE BAND
	LANDSCAPE AREA

NOTE:

1. SEE SHEET C6.1 FOR SECTIONS OF EXISTING AND PROPOSED CONDITIONS ALONG O'BRIEN DRIVE AND BOUNDARY.

2. SLOPES WITHIN THE FIRST 10' MUST SLOPE AWAY FORM THE BUILDING AT 5% MIN. FOR PERVIOUS SURFACES AND 2% MIN. FOR IMPERVIOUS AREAS.

BENCHMARK:

(FROM TOPOGRAPHIC SURVEY PREPARED BY KIER & WRIGHT SURVEYORS; JOB A15124-5 DATED FEB. 2021)

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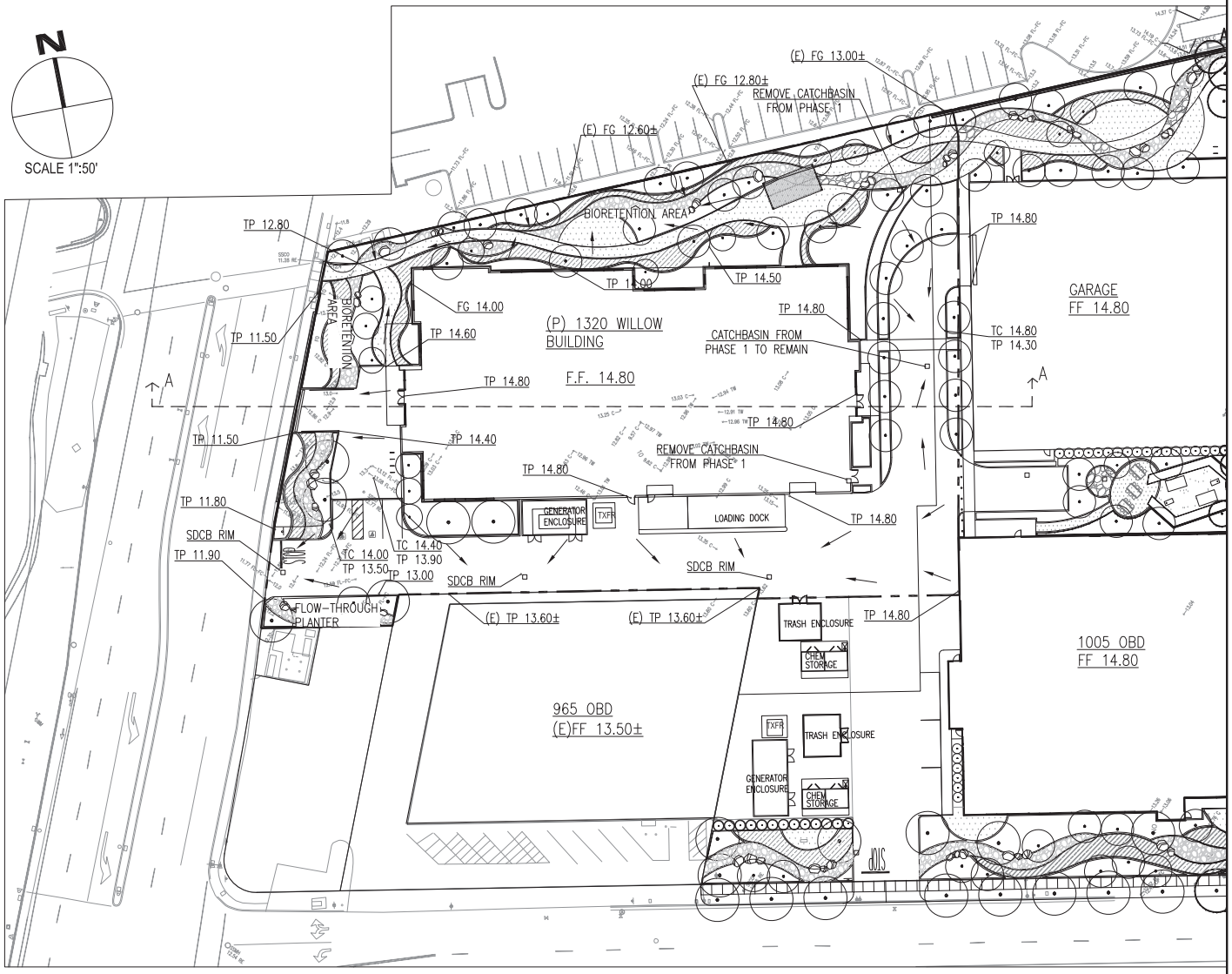
BASE FLOOD ELEVATION DETERMINED AS 12.8 FEET.

NOTE: THE PROJECT WILL BE DESIGNED AND CONSTRUCTED IN COMPLIANCE WITH CURRENT FEMA REGULATIONS AND CITY'S FLOOD DAMAGE PREVENTION ORDINANCE.



TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

PHASE 2 PRELIMINARY GRADING PLAN

C2.2

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

SHEET NOTES:

1. DIRECT RUNOFF FROM UNCOVERED PARKING AREAS AND/OR DRIVEWAYS ONTO VEGETATED AREAS.
2. MINIMIZE IMPERVIOUS SURFACES.
3. PROVIDED SELF-TREATING AREAS.
4. PRELIMINARY SIZING IS BASED ON THE SIMPLIFIED APPROACH OR FLOW-BASED SIZING APPROACH IN WHICH THE SURFACE AREA OF THE TREATMENT MEASURE IS DESIGNED TO BE 4% OF THE IMPERVIOUS AREA TO BE TREATED.

LEGEND:

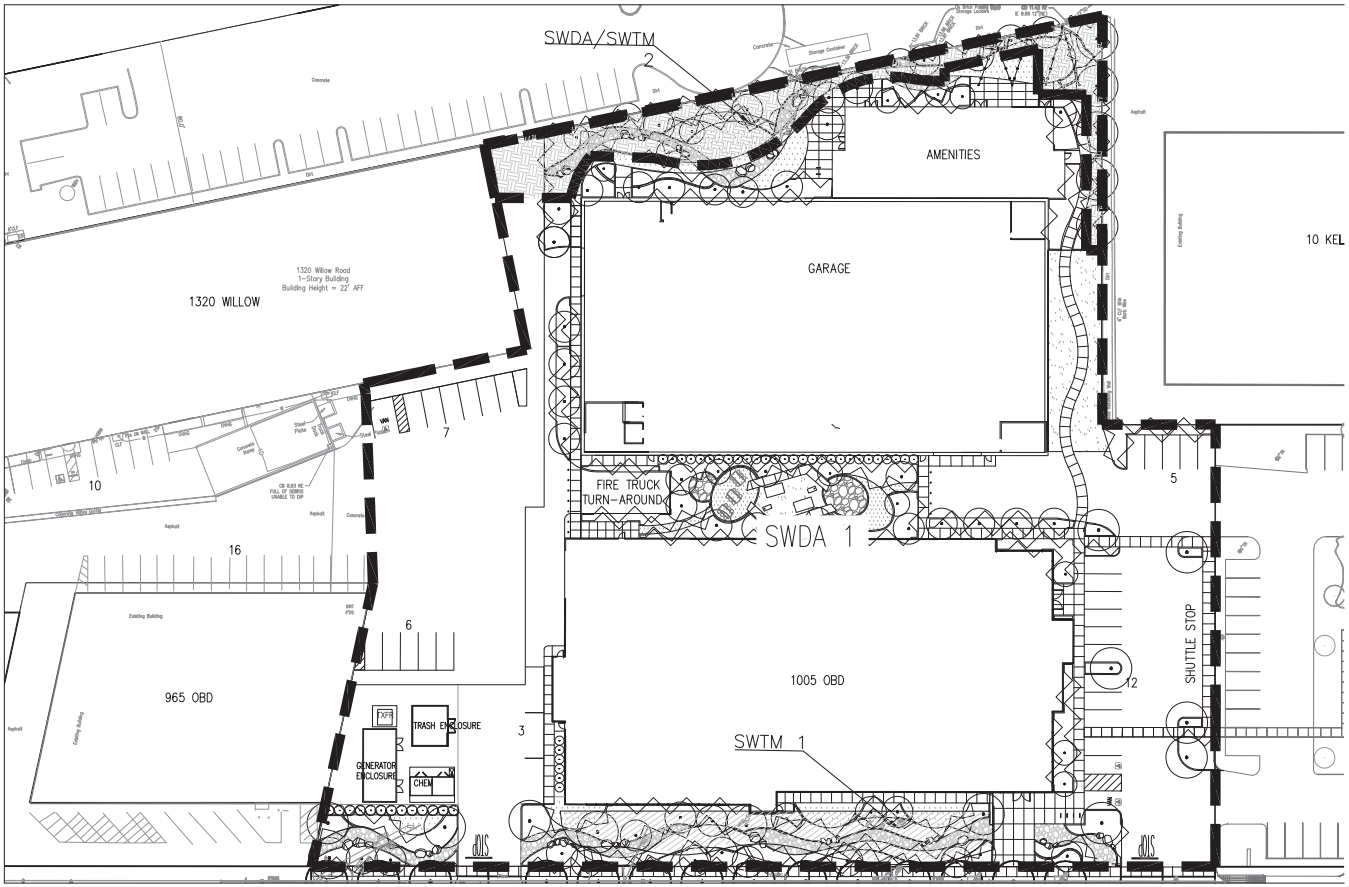
PROPOSED STORMWATER DRAINAGE AREA BOUNDARY

BIORETENTION BASIN

SELF TREATING AREA

ABBREVIATIONS:

SWDA	STORMWATER DRAINAGE AREA
SWTM	STORMWATER TREATMENT MEASURE



STORMWATER MANAGEMENT TREATMENT MEASURE SUMMARY:

DRAINAGE AREA #	STORMWATER TREATMENT MEASURE	TREATMENT MEASURE DESIGNATION #	TOTAL AREA (SQ. FT.)	IMPERVIOUS AREA (SQ. FT.)	PERVIOUS AREA (SQ. FT)	TREATMENT AREA REQUIRED (SQ.FT.)	TREATMENT AREA PROVIDED (SQ. FT.)
SWDA 1	BIORETENTION AREA	SWTM 1	130606	111026	19580	4440	4440
SWDA 2	SELF-TREATING AREA	SWTM 2	7820	0	7820	N/A	7820

N

SCALE 1":60'

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

PHASE 1 PRELIMINARY STORMWATER MANAGEMENT PLAN

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

C3.1A

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

LEGEND

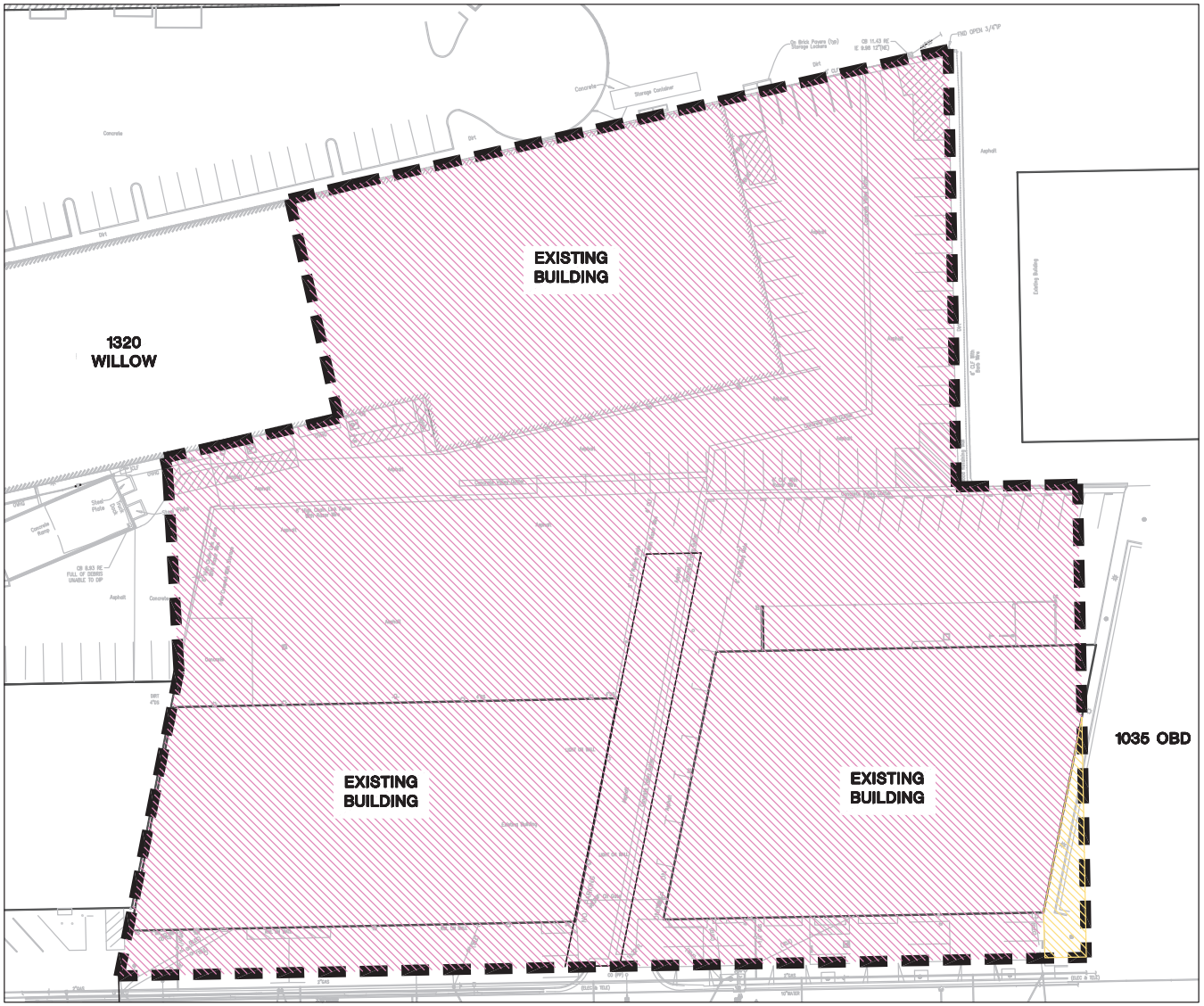
PROPERTY BOUNDARY

EXISTING IMPERVIOUS AREA

EXISTING PERVIOUS AREA

IMPERVIOUS/PERVIOUS AREA SUMMARY:

	EXISTING
PERVIOUS AREA (SQ. FT.)	1318
IMPERVIOUS AREA (SQ. FT.)	137108
TOTAL AREA (SQ. FT.)	138426



N

0' 25' 50' 100'

SCALE: 1" = 50'-0"

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

PHASE 1 OVERALL EXISTING PERVIOUS/IMPERVIOUS AREA

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

C3.1B

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

LEGEND

PROPERTY BOUNDARY

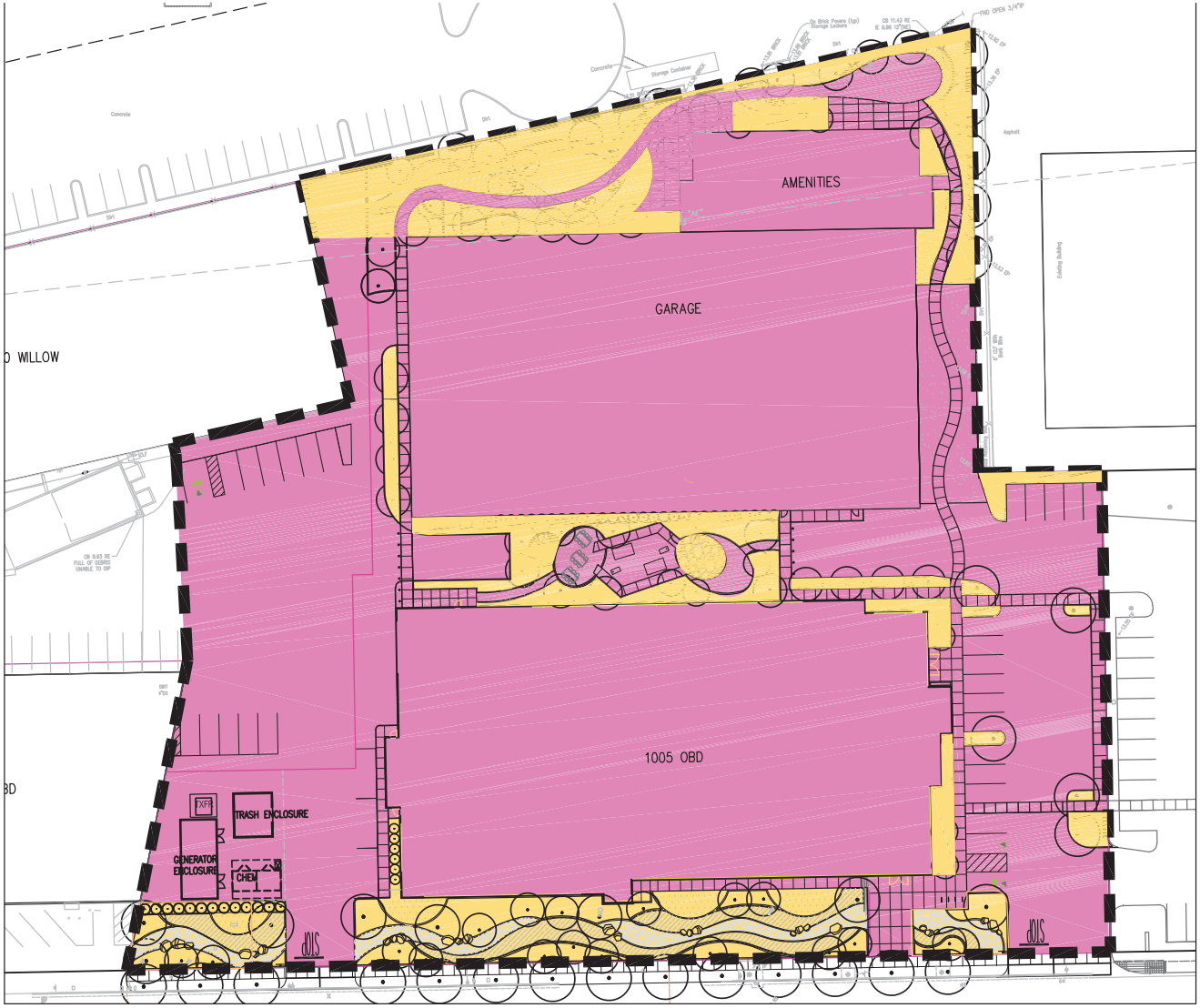
EXISTING IMPERVIOUS AREA

PROPOSED IMPERVIOUS AREA

PROPOSED PERVIOUS AREA

IMPERVIOUS/PERVIOUS AREA SUMMARY:

	PROPOSED
PERVIOUS AREA (SQ. FT.)	27400
IMPERVIOUS AREA (SQ. FT.)	111026
TOTAL AREA (SQ. FT.)	138426



N

0' 25' 50' 100'

SCALE: 1" = 50'-0"

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

PHASE 1 OVERALL PROPOSED PERVIOUS/IMPERVIOUS AREA

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

C3.1C

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

SHEET NOTES:

1. DIRECT RUNOFF FROM UNCOVERED PARKING AREAS AND/OR DRIVEWAYS ONTO VEGETATED AREAS.
2. MINIMIZE IMPERVIOUS SURFACES.
3. PROVIDED SELF-TREATING AREAS.
4. PRELIMINARY SIZING IS BASED ON THE SIMPLIFIED APPROACH OR FLOW-BASED SIZING APPROACH IN WHICH THE SURFACE AREA OF THE TREATMENT MEASURE IS DESIGNED TO BE 4% OF THE IMPERVIOUS AREA TO BE TREATED.

LEGEND:

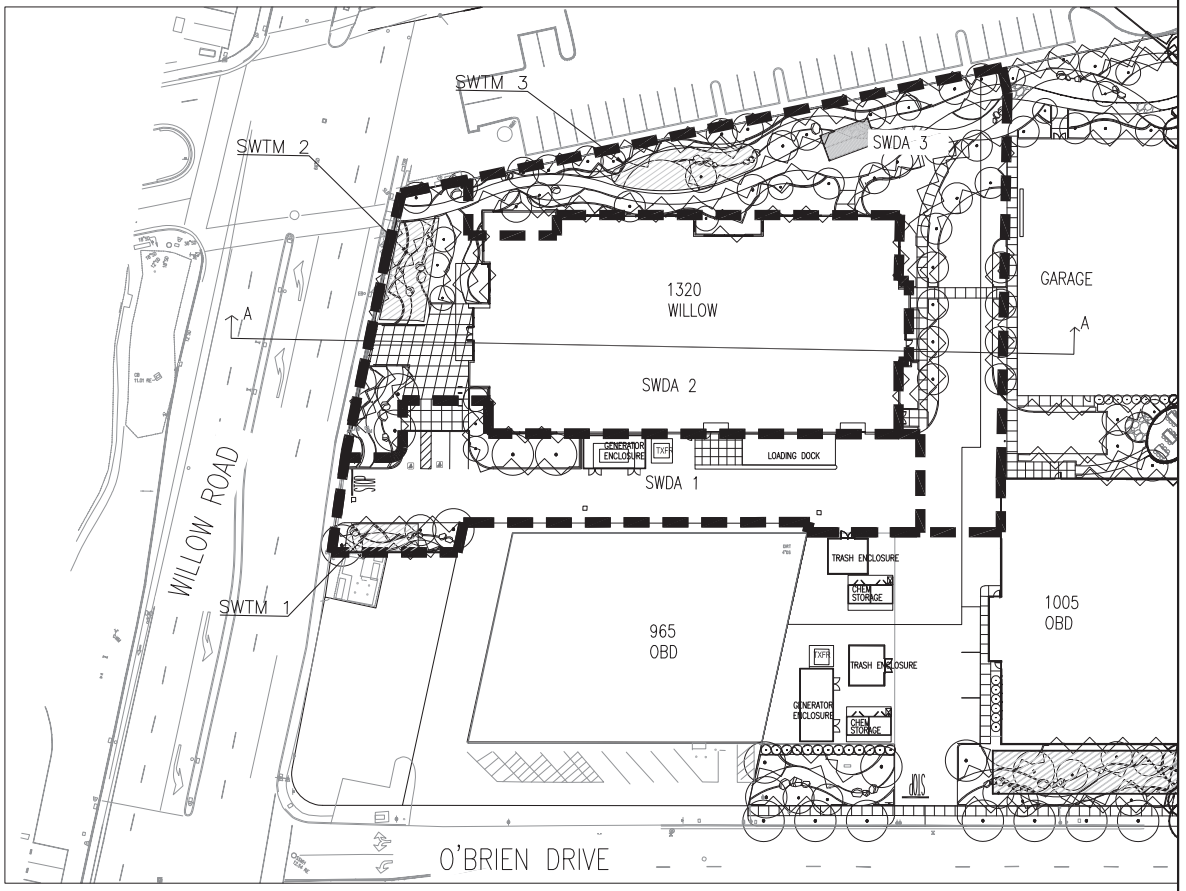
PROPOSED STORMWATER DRAINAGE AREA BOUNDARY

BIORETENTION BASIN

SELF TREATING AREA

ABBREVIATIONS:

SWDA	STORMWATER DRAINAGE AREA
SWTM	STORMWATER TREATMENT MEASURE



STORMWATER MANAGEMENT TREATMENT MEASURE SUMMARY:

DRAINAGE AREA #	STORMWATER TREATMENT MEASURE	TREATMENT MEASURE DESIGNATION #	TOTAL AREA (SQ. FT.)	IMPERVIOUS AREA (SQ. FT.)	PERVIOUS AREA (SQ. FT)	TREATMENT AREA REQUIRED (SQ.FT.)	TREATMENT AREA PROVIDED (SQ. FT.)
SWDA 1	BIORETENTION AREA	SWTM 1	13432	11542	1890	460	480
SWDA 2	BIORETENTION AREA	SWTM 2	26635	23456	3179	938	940
SWDA 3	BIORETENTION AREA	SWTM 3	19023	8177	10846	390	530

N

SCALE 1":60'

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

PHASE 2 PRELIMINARY STORMWATER MANAGEMENT PLAN

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

C3.2A

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

LEGEND

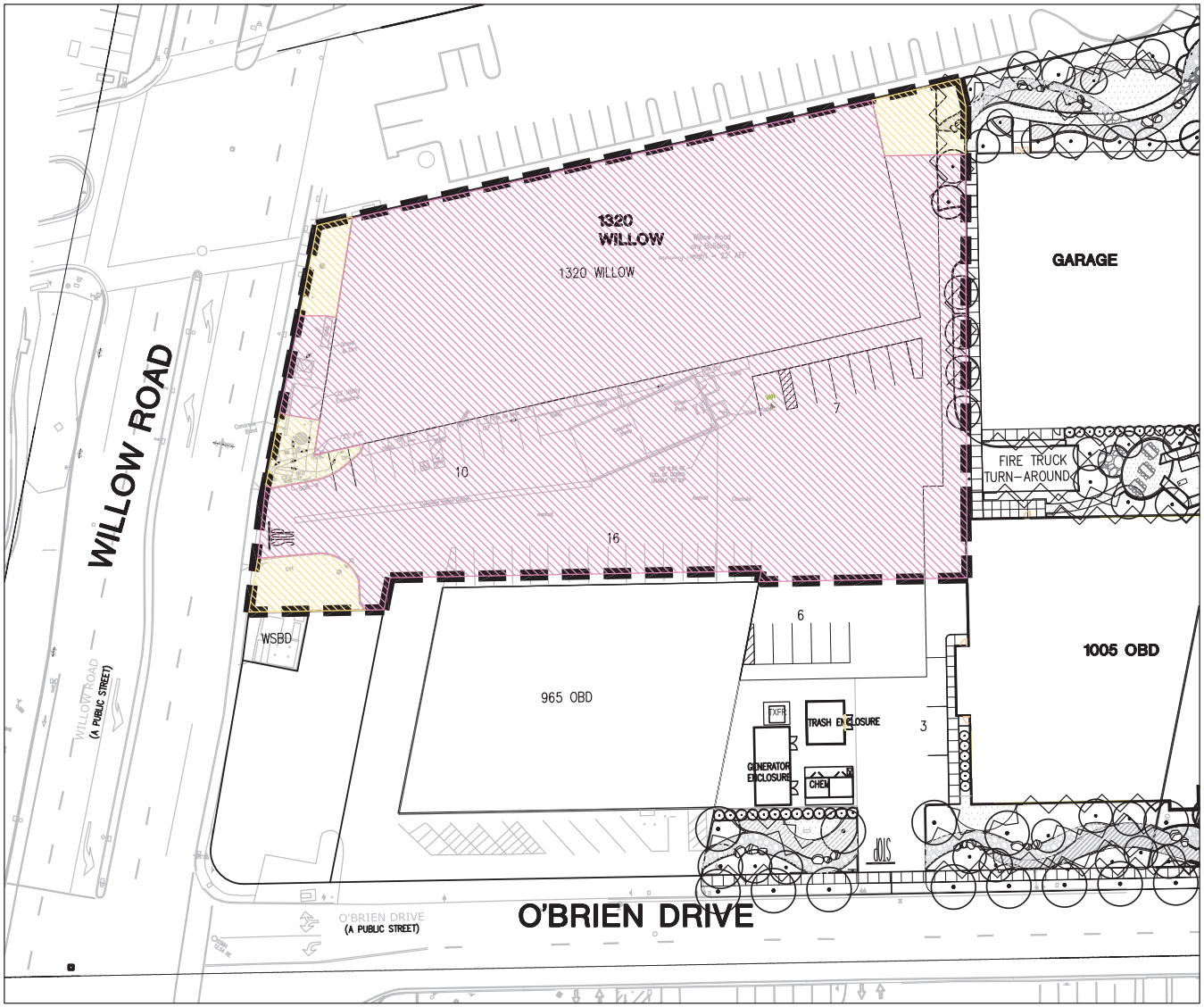
PROPERTY BOUNDARY

EXISTING IMPERVIOUS AREA

EXISTING PERVIOUS AREA

IMPERVIOUS/PERVIOUS AREA SUMMARY:

	EXISTING
PERVIOUS AREA (SQ. FT.)	3782
IMPERVIOUS AREA (SQ. FT.)	55308
TOTAL AREA (SQ. FT.)	59090



N

0' 25' 50' 100'

SCALE: 1" = 50'-0"

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

PHASE 2 OVERALL EXISTING PERVIOUS/IMPERVIOUS AREA

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

C3.2B

DES ARCHITECTS ENGINEERS

BIM 360:/Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

LEGEND

PROPERTY BOUNDARY

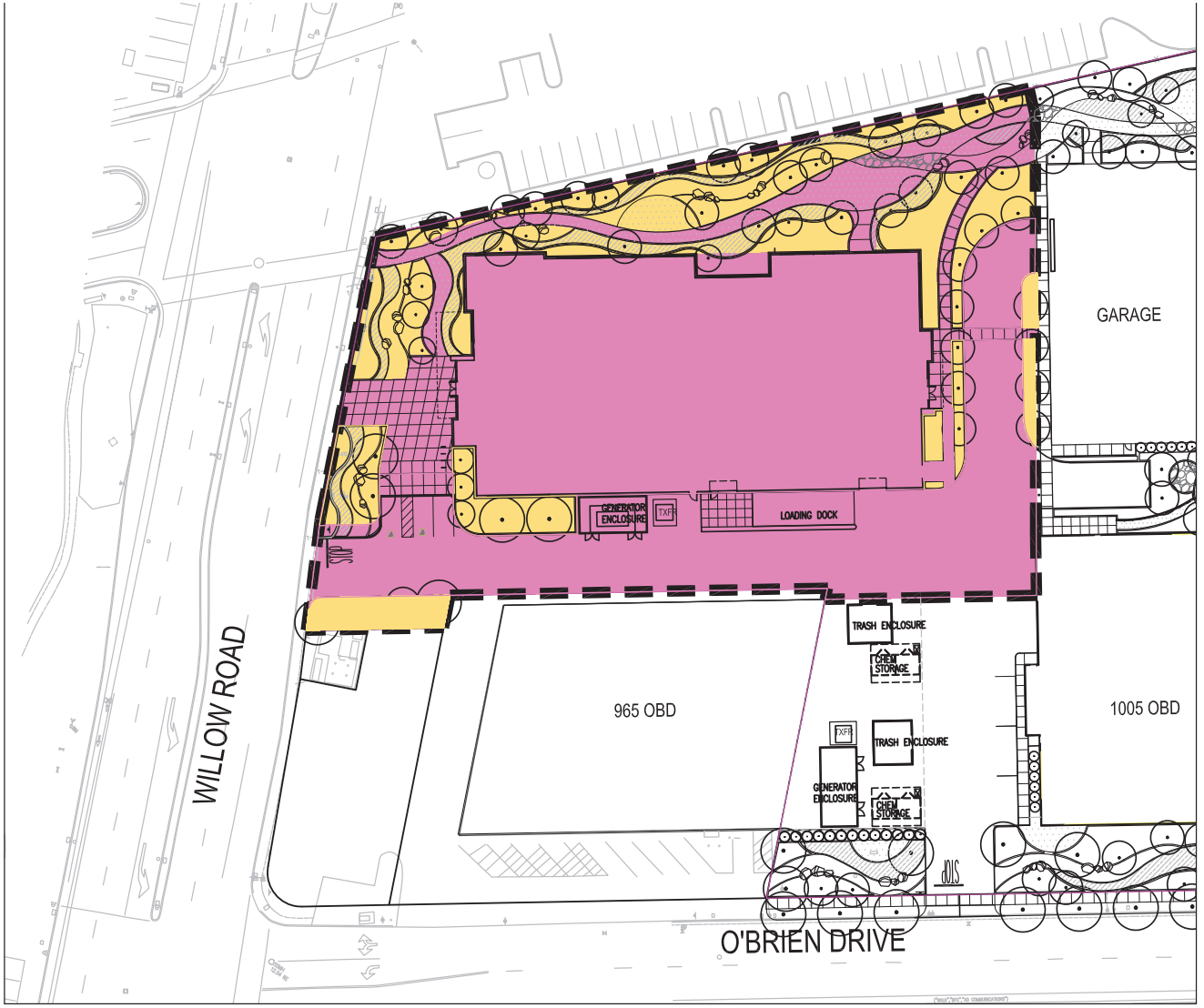
EXISTING IMPERVIOUS AREA

PROPOSED IMPERVIOUS AREA

PROPOSED PERVIOUS AREA

IMPERVIOUS/PERVIOUS AREA SUMMARY:

	PROPOSED
PERVIOUS AREA (SQ. FT.)	15915
IMPERVIOUS AREA (SQ. FT.)	43175
TOTAL AREA (SQ. FT.)	59090



N

0' 25' 50' 100'

SCALE: 1" = 50'-0"

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

PHASE 2 OVERALL PROPOSED PERVIOUS/IMPERVIOUS AREA

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

C3.2C

DES ARCHITECTS ENGINEERS

BIM 360:/Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

ABBREVIATIONS & LEGEND:

BFP	BACKFLOW PREVENTOR
SS	SANITARY SEWER
SD	STORM DRAIN
TP	TOP OF PAVEMENT
TC	TOP OF CURB
E	ELECTRICAL LINE
FF	FINISH FLOOR ELEVATION
FS	FIRE SERVICE
DW	DOMESTIC WATER
(P)	PROPOSED
SDCB	STORM DRAIN CATCH BASIN
AD	AREA DRAIN
JUT	JOINT UTILITY TRENCH
HP	HIGH POINT
(E)	EXISTING
FH	FIRE HYDRANT
RIM	GRATE OF CATCH BASIN, MANHOLE OR AREA DRAIN RIM ELEVATION
RWL	RAIN WATER LEADER
P.O.C.	POINT OF CONNECTION
P.I.V.	POST INDICATOR VALVE
F.D.C.	FIRE DEPT. CONNECTION

BIORETENTION BASIN

CATCH BASIN

STORM DRAIN MANHOLE

(P) SD

STORM DRAIN LINE

(P) FS LINE

(P) DW LINE

(P) SS LINE

PROPOSED BACKFLOW PREVENTOR DOUBLE DETECTOR CHECK ASSEMBLY

SANITARY SEWER MANHOLE

FDC

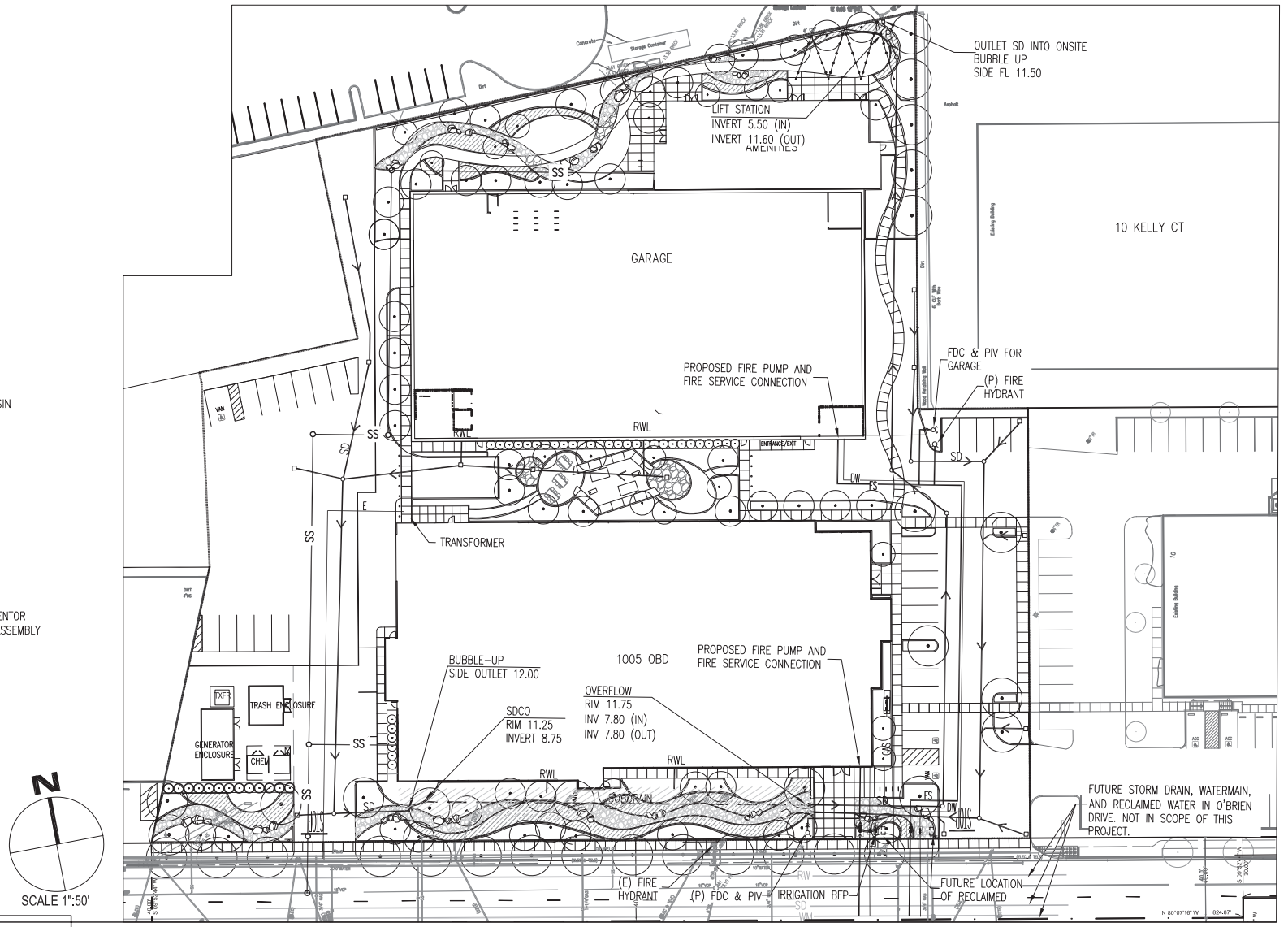
PIV

FIRE HYDRANT

BUBBLE-UP STRUCTURE

OVERFLOW STRUCTURE

FUTURE GAS REGULATOR



N

SCALE 1":50'

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

PHASE 1 PRELIMINARY UTILITY PLAN

C4.1

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

ABBREVIATIONS & LEGEND:

BFP	BACKFLOW PREVENTOR
SS	SANITARY SEWER
SD	STORM DRAIN
TP	TOP OF PAVEMENT
TC	TOP OF CURB
E	ELECTRICAL LINE
FF	FINISH FLOOR ELEVATION
FS	FIRE SERVICE
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(P)	PROPOSED
SDCB	STORM DRAIN CATCH BASIN
AD	AREA DRAIN
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(E)	EXISTING
FH	FIRE HYDRANT
RIM	GRATE OF CATCH BASIN, MANHOLE OR AREA DRAIN RIM ELEVATION
RWL	RAIN WATER LEADER
P.O.C.	POINT OF CONNECTION
P.I.V.	POST INDICATOR VALVE
F.D.C.	FIRE DEPT. CONNECTION

BIORETENTION BASIN

CATCH BASIN

STORM DRAIN MANHOLE

(P) SD

STORM DRAIN LINE

(P) FS LINE

(P) DW LINE

(P) SS LINE

PROPOSED BACKFLOW PREVENTOR DOUBLE DETECTOR CHECK ASSEMBLY

SANITARY SEWER MANHOLE

FDC

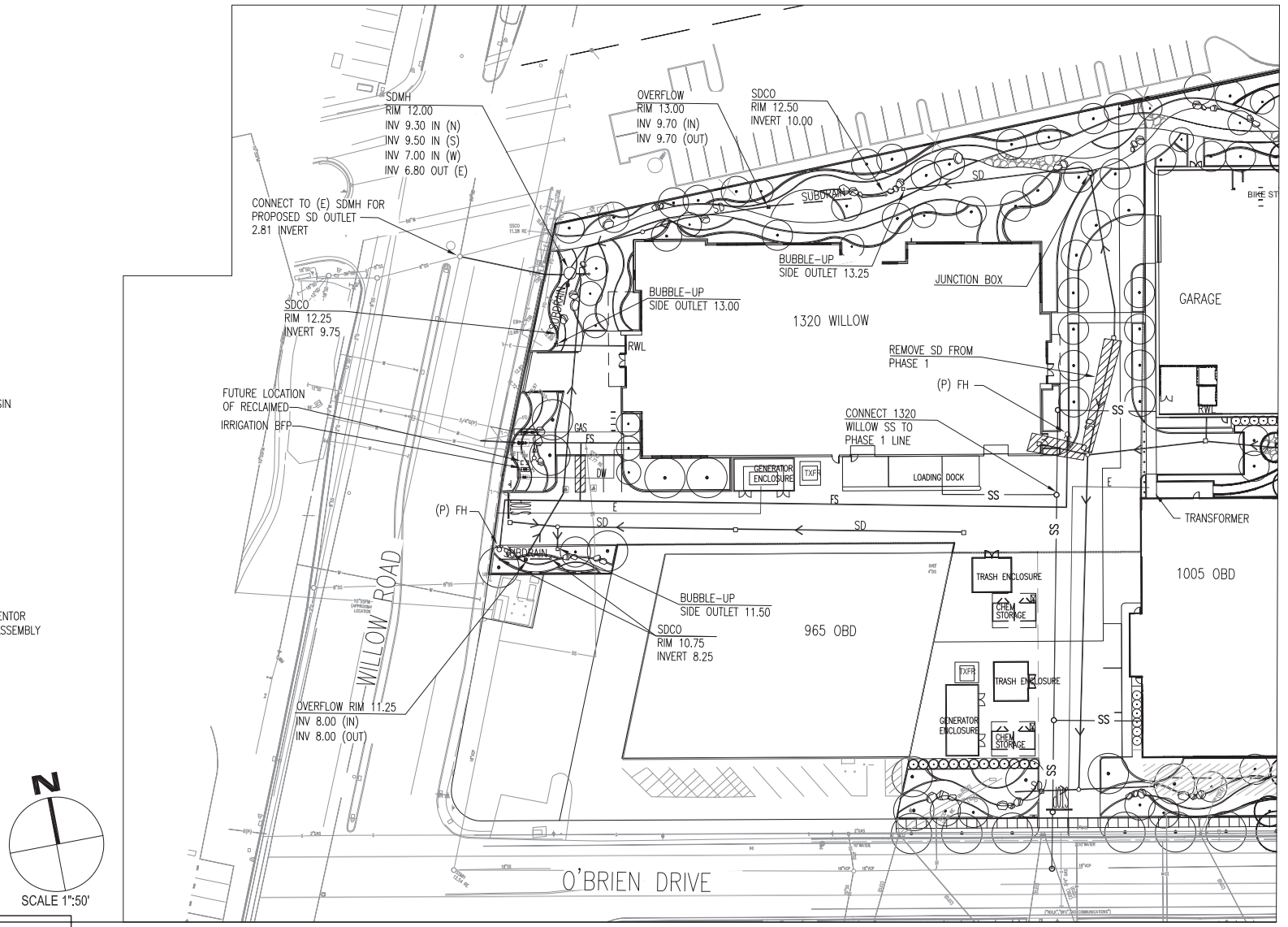
PIV

FIRE HYDRANT

BUBBLE-UP STRUCTURE

OVERFLOW STRUCTURE

FUTURE GAS REGULATOR



N

SCALE 1":50'

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

PHASE 2 PRELIMINARY UTILITY PLAN

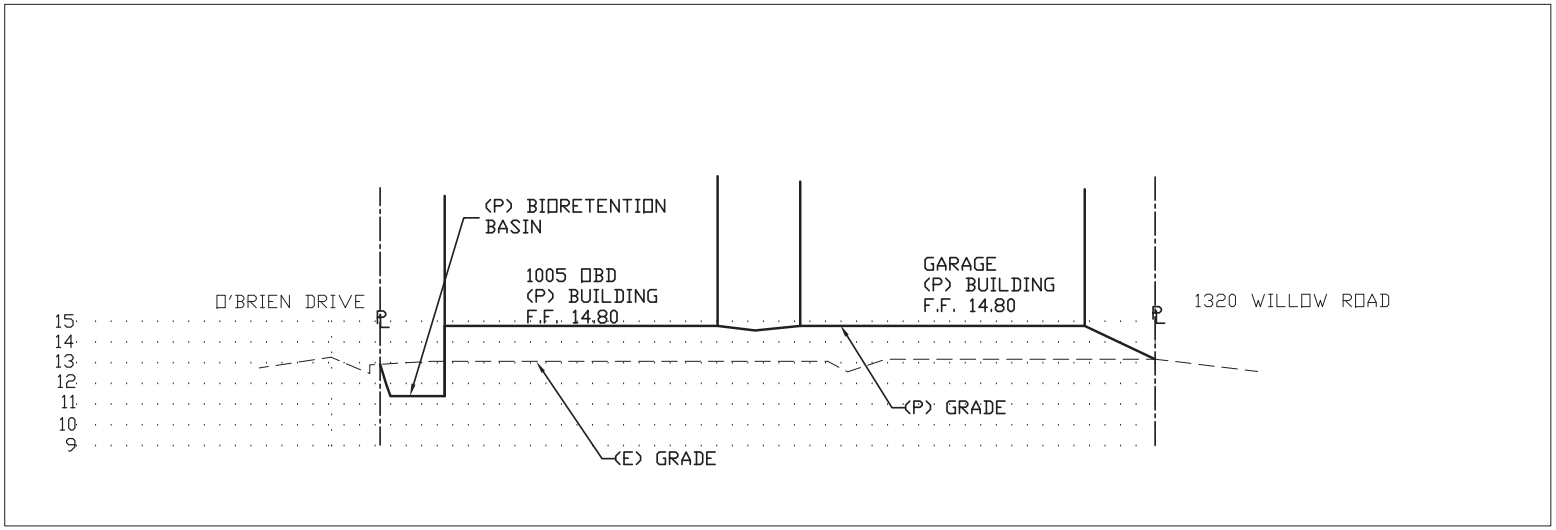
C4.2

DES ARCHITECTS ENGINEERS

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

NOTE:

SEE SHEET C2.1 FOR PROPOSED GRADING AND DRAINAGE PLAN.



SECTION A TO A: NORTH TO SOUTH
HORIZ. SCALE: 1"=60', VERT. SCALE: 1"=1'

BIM 360://Tarlton - 1005 OBD/10025002_A_1005OBD_SHELL_2020_Central.rvt

TARLTON

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1320 WILLOW RD
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10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

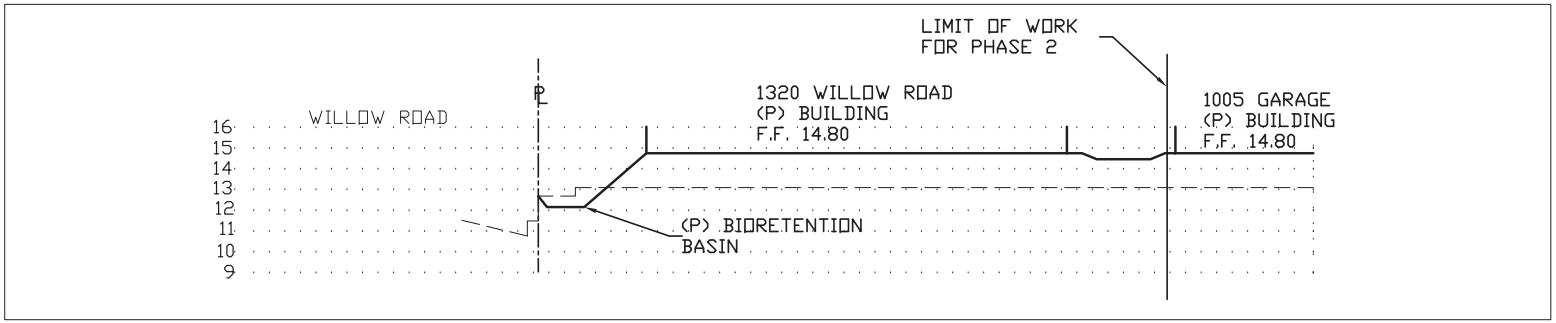
PHASE 1 GRADING SECTIONS

C6.1

DES ARCHITECTS ENGINEERS

NOTE:

SEE SHEET C2.2 FOR PROPOSED GRADING AND DRAINAGE PLAN.



SECTION A TO A: WEST TO EAST
HORIZ. SCALE: 1"=60', VERT. SCALE: 1"=1'

TARLTON

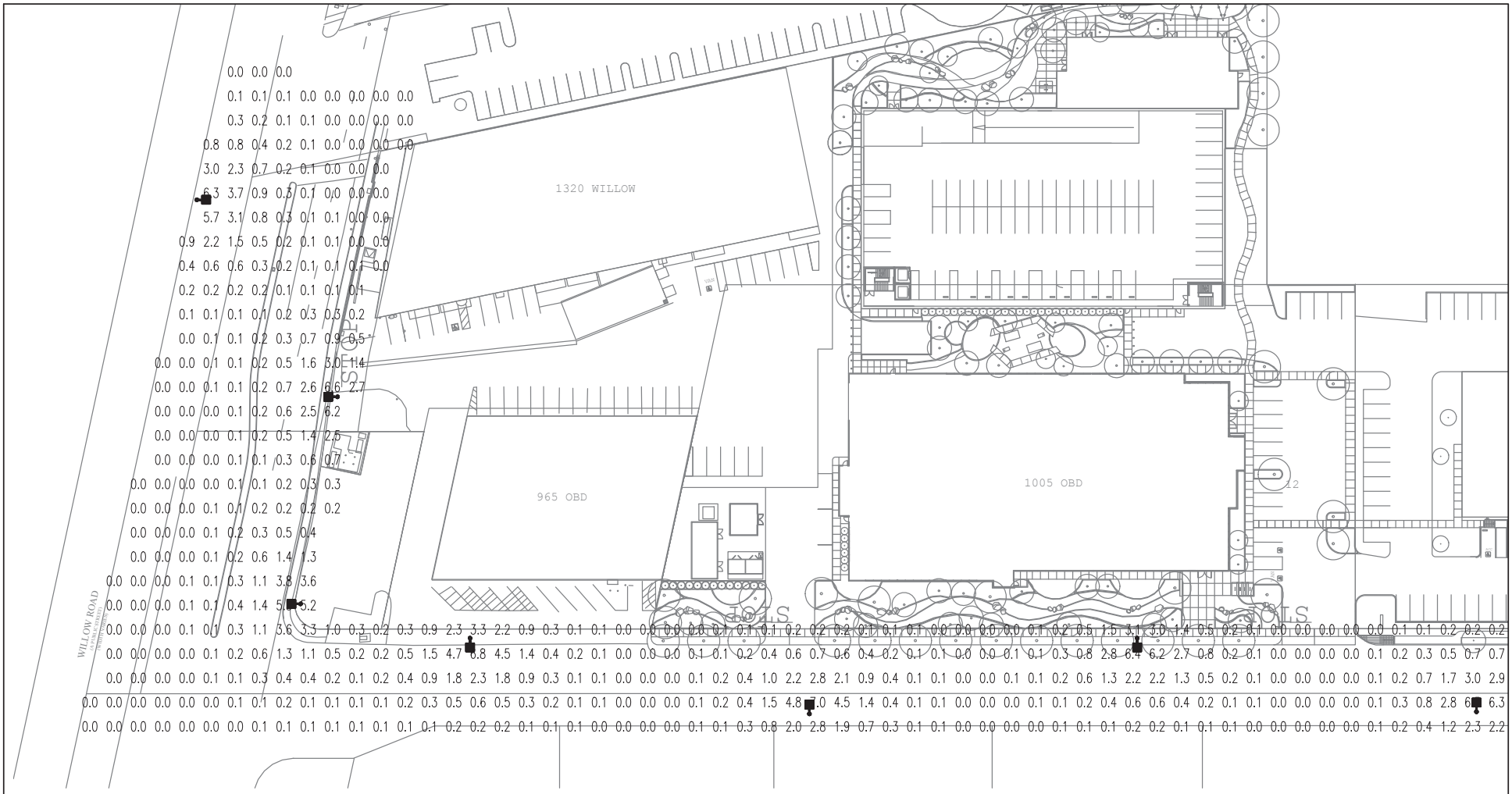
985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

10-28-2021 C.U.P. RESPONSE 1
05-26-2021 C.U.P. SUBMITTAL

PHASE 2 GRADING SECTIONS

C6.2

DES ARCHITECTS ENGINEERS



Calculation Summary					
Label	CalcType	Units	Avg	Max	Min
Street	Illuminance	Fc	0.60	7.0	0.0

SCALE (FT.):

0 . 60 . 120

G:\Tri Bay Electric\O'Brien Drive\Lighting\O'BRIEN DRIVE LP-1.dwg Oct 25, 2021 - 4:35pm

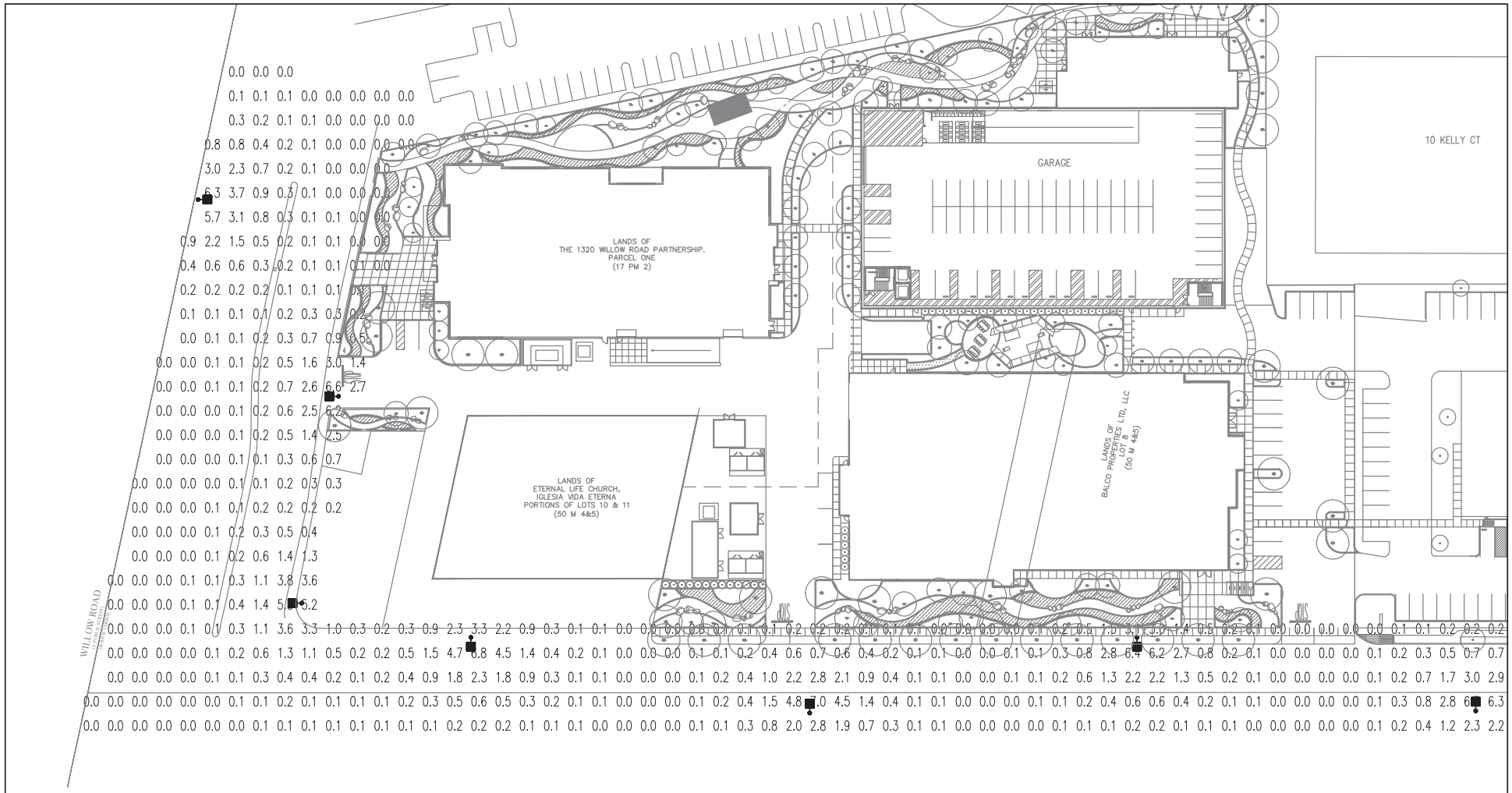
TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

POINT X POINT
PHOTOMETRY PLAN

LP-1

TRI-BAY ELECTRIC INC.
761 E. BROKAW ROAD, SAN JOSE, CA 95112
PHONE: (408) 392-0014 FAX: (408) 392-0084



Calculation Summary					
Label	CalcType	Units	Avg	Max	Min
Street	Illuminance	Fc	0.60	7.0	0.0

SCALE (FT.):
0 . 60 . 120

G:\Tri Bay Electric\O'Brien Drive\Lighting\O'BRIEN DRIVE LP-2.dwg Oct 25, 2021 - 5:01pm

TARLTON

985 & 1001 O'BRIEN DR
1320 WILLOW RD
MENLO PARK, CA 94025

POINT X POINT
PHOTOMETRY PLAN

LP-2

TRI-BAY
ELECTRIC INC.
761 E. BROKAW ROAD, SAN JOSE, CA 95112
PHONE: (408) 392-0014 FAX: (408) 392-0084

Additional Comments Received after Staff Report Publication

TARLTON

February 14, 2022

Planning Commission of the City of Menlo Park
City of Menlo Park
701 Laurel Street
Menlo Park, CA 94025

Re: Community Meeting Space at 1005 O'Brien Drive/1320 Willow Road Project

Members of the Planning Commission:

We are pleased to have the opportunity to present a new state of the art research and development facility proposed for 1005 O'Brien Drive and 1320 Willow Road in the City's Life Science ("LS") District ("Project") at February 14th's Planning Commission meeting. We are writing this additional letter to the Commission in advance of that meeting to clarify the description and use of the "Community Meeting Space" building proposed for the Project.

As the Commissioners know, the LS-B District Code allows properties to be developed with up to 125% FAR for primary research and development ("R&D") space with bonus-level development. The Code also allows properties the option of adding to that primary use with 10% FAR for commercial uses, which are any uses allowed in the LS District other than office, light industrial, or R&D. (MPMC § 16.44.050.) We have been asked in the past to think about how development in the District will bring in the surrounding community, and make connections with surrounding neighbors. To this end, Tarlton Properties has met with members of the surrounding community to determine what needs they see as unmet by existing and proposed development in the area.

What we have repeatedly heard is the need for well-designed, inviting meeting spaces for community groups, civic organizations, advocacy groups, and other non-profits. And that the community meeting spaces should have adequate parking and be within walking distance of neighboring residential communities like Belle Haven.

Based on this input, Tarlton redesigned the Project to include a 9,600 square foot building dedicated to free meeting spaces for community groups that would have ample parking, be walkable from Belle Haven, and most importantly be open to the public. DES architects designed publicly accessible open space on the property to not only aggregate with other proposed open space in the area (another request from the community), but so that open space would draw the public from Willow Road and O'Brien Drive onto the property and to a facility with meeting spaces, catering area, and indoor-outdoor opportunities. Tarlton has already identified several non-profit and community groups, including Mid-Peninsula High School and Eternal Life Church, as users of the building for meetings, church group activities, and after-school activities, and is confident from outreach that many more will use the space.

We agree with planning staff that conference rooms and centers that serve only the property tenants but exclude the public are an extension of R&D and office use. We have proposed those spaces in other projects and have included them in the calculation of R&D square footage. But that is not the case with this building - this space is designed to serve a need that the surrounding community has

identified – well-designed, free, attractive meeting space that serves as a gathering place for community groups from the surrounding neighborhood. District employers (including tenants on the property) who want access to this space would be able to - as stated in the staff report - but only in the same way that any other group would – by making a reservation through an easily accessible web portal.

Community Meeting Space does not have a defined use category under the City's Zoning Ordinance. It is therefore at the discretion of the Planning Commission to determine whether this use is similar in character to the uses enumerated in the District. The factors that govern the Commission's consideration are (1) the effect on the public's health, safety, and welfare; (2) effect on traffic conditions; and (3) effect on orderly development of the District and City at large. (MPMC § 16.02.050.) We suggest that this use is unlike office or R&D uses, which operates to the exclusion of the public from buildings and the property, which serves only specific tenants, and which generates traffic primarily during peak commute hours.

Instead, under the considerations listed in the Code, this use is more similar to enumerated commercial uses in the District, such as private recreation, private schools and churches, services, or community education/training - the common thread of which is to bring the public onto the property, at any reasonable hours, in order to meet or recreate. Considering the factors listed in Section 16.02.050:

1. Effect on the public's health, safety, and welfare: The Community Meeting Space would have no direct or indirect negative impact on public health, safety, or welfare. The Community Meeting Space would provide safe and accessible space for community groups to gather.
2. Effect on traffic conditions: The Community Meeting Space is within walking distance and close to Belle Haven residences, and therefore would reduce the distance (VMT) people need to drive to meetings. Primary public use would be outside of commute hours and would not add significantly to peak hour delay.
3. Effect on orderly development of the District and City at large: The building fits with all development regulations and standards and is surrounded by publicly accessible open space and landscaping. The Community Meeting Space is connected to existing and proposed development through sidewalks and pedestrian walkways. Ample parking is provided, with a direct pedestrian connection from the parking structure to the building.

This Community Meeting Space is separate from and in addition to the community amenities that the Project will provide to the City under the code for Bonus level development. As a need identified by the community that Tarlton would like to include the community meeting space building in its Project. We look forward to the input of the Planning Commission on how best to meet this identified need, and are happy to answer any questions that the Commission may have.

Sincerely,

John C. Tarlton
President & CEO
Tarlton Properties, Inc.