



REGULAR MEETING AGENDA

Date: 3/13/2023
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 862 5880 9056 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

Vice Chair Cynthia Harris will be participating from:
2929 McGee Trfy
Kansas City, MO 64108

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

How to participate in the meeting

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

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

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

Regular Meeting

A. Call To Order

B. Roll Call

C. Reports and Announcements

D. Public Comment

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

E. Consent Calendar

E1. Approval of minutes from the November 14, 2022, Planning Commission meeting. ([Attachment](#))

E2. Approval of minutes from the December 1, 2022, Planning Commission meeting. ([Attachment](#))

F. Public Hearing

- F1. Use Permit/Joyce He/893 Woodland Avenue:
Consider and adopt a resolution to approve a use permit to demolish an existing one-story, single-family residence, and construct a new two-story residence on a substandard lot with regard to minimum lot width in the R-1-U (Single Family Urban Residential) zoning district, at 893 Woodland Avenue; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. ([Staff Report #23-019-PC](#))
- F2. Use Permit and Architectural Control/Sharon Heights Golf and Country Club/2900 Sand Hill Road:
Consider and adopt a resolution to approve a use permit and architectural control to make landscaping modifications to an existing golf course in the OSC (Open Space and Conservation) zoning district. The proposed work includes grading changes, irrigation improvements, new pathways, and landscaping throughout the fairways. The proposal also includes an expansion of the artificial lake for additional recycled water storage. The project also includes a request to construct three carports on the main parking lot adjacent to the existing clubhouse and two pergolas adjacent to the existing clubhouse and pool deck, which would provide solar arrays. Determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities, Section 15302's Class 2 exemption for replacement or reconstruction, Section 15303's Class 3 exemption for new construction or conversion of small structures, and Section 15311's Class 11 exemption for accessory structures. The City Arborist conditionally approved the removal of 258 heritage trees for the proposed project. ([Staff Report #23-020-PC](#))

G. Study Session

- G1. Study Session/Mark Moragne/980-1030 O'Brien Drive:
Request for a study session for a proposal to demolish two existing, one-story commercial buildings and construct a new three story life science/research and development (R&D) building with a ground floor commercial space in the L-S (Life Sciences) zoning district. The project site currently includes four legal parcels with four existing buildings. Two of the existing buildings, addressed 980-990 and 1010 O'Brien Drive would remain. The proposed total gross floor area of the proposed building would be approximately 61,901 square feet of R&D space and 5,787 square feet of commercial space. The development regulations would be calculated across the entire project site (e.g. gross floor area, parking, etc.). The total area of R&D and related uses, inclusive of the two buildings to remain, would be a floor area ratio of approximately 0.55. The commercial space would be an additional floor area ratio of approximately 3.7 percent beyond the 55 percent allowed for R&D uses. The proposed project is anticipated to include the following entitlements: architectural control, use permit, below market rate (BMR) housing in lieu fee, and environmental review. The proposed project also includes a request for hazardous materials (diesel fuel) for an emergency backup generator. Additionally, two of the four parcels would be merged to allow for the proposed building. ([Staff Report #23-021-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: March 27, 2023
 - Regular Meeting: April 10, 2023

I. Adjournment

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

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

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

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

Agendas are posted in accordance with Cal. Gov. Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the city website at menlopark.gov/agendas and can receive email notification of agenda postings by subscribing at menlopark.gov/subscribe. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 3/9/2023)



REGULAR MEETING DRAFT MINUTES

Date: 11/14/2022
Time: 7:00 p.m.
Location: Zoom and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair DeCardy called the meeting to order at 7 p.m.

B. Roll Call

Present: Andrew Barnes, Chris DeCardy (Chair), Linh Dan Do, Cynthia Harris (Vice Chair), Jennifer Schindler, Michele Tate
Absent: Henry Riggs
Staff: Deanna Chow, Assistant Community Development Director; Matt Pruter, Associate Planner; Corinna Sandmeier, Acting Principal Planner; Ed Shaffer, Assistant City Attorney; Tom Smith, Principal Planner; Chris Turner, Associate Planner; Mary Wagner, Assistant City Attorney

C. Reports and Announcements

Acting Principal Planner Sandmeier said the City Council would consider the Willow Village project for final actions at its November 15, 2022 meeting.

D. Public Comment

None

E. Consent Calendar

None

F. Public Hearing

- F1. Adopt resolutions adopting the Initial Study and Mitigated Negative Declaration and approving the use permit and architectural control to demolish an existing commercial building and develop a new 163-room hotel at 3723 Haven Avenue, in the O-B (Office - Bonus) zoning district. The building would contain three stories of podium parking, five levels of hotel rooms, a ground floor lobby space, and a coffee shop, which would be open to the public, and a fourth floor bar and restaurant area, which would include an outdoor rooftop garden and would also be publicly accessible (regardless of coffee shop and bar/lounge patronage) from 6 a.m. to 10 p.m. Hotels are a conditional use in the OB zoning district, requiring a use permit. The project also includes use permit requests to allow modifications to the Zoning Ordinance requirements for modulations and stepback design standards and to allow outdoor seating for the coffee shop and bar and restaurant. Pursuant to the California

Environmental Quality Act (CEQA), the Initial Study and Mitigated Negative Declaration (IS/MND) was released on Oct. 13, 2022 and the 30-day comment period for the IS/MND has been set from Thursday, Oct. 13, 2022, through Monday, Nov. 14, 2022. The IS/MND identifies less-than-significant effects with mitigation in the following categories: air quality, biological resources, cultural resources, geology and soils, greenhouse gas emissions, hazards and hazardous materials, noise, and tribal cultural resources. The IS/MND identifies less-than-significant effects in the following categories: aesthetics, energy, hydrology and water quality, land use and planning, population and housing, public services, recreation, transportation and traffic, utilities and service systems, and wildfire. The IS/MND identifies no effects in the following categories: agricultural resources and mineral resources. The IS/MND does not identify any significant and unavoidable environmental impacts from the proposed project. The project location does not contain a toxic site pursuant to Section 65962.5 of the Government Code. (Staff Report #22-062-PC)

Associate Planner Pruter introduced the item and noted correspondence received after publication of the staff report and learning of a discrepancy in the Initial Study regarding bicycle parking that was now correctly stated in the plan set and staff report materials.

Planner Pruter made a presentation on the project.

Richard Mielbye, FPG Development Group, LLC, and Don Sobelman, Farella Braun + Martel, spoke on behalf of the project.

Chair DeCardy opened the public hearing.

Public Comment:

- Carole Grace (last name?) had several questions about solar capacity and secondary gray water plans, expressed dislike of the proposed orange color, and indicated neither support of or opposition to the project.
- Julie Shanson (sp?), District 2, suggested a different location for the hotel project noting proposed area's wind conditions, flood zone and traffic and indicated neither support of or opposition to the project.
- Jenny Michele, Coleman Place Neighborhood Block, supported the project and suggested it provide some housing to offset impact to job / housing balance.

Chair DeCardy closed the public hearing.

The Commission discussed outreach for local employment, utilization of the open space roof space by the public and circulation related to bicycle and pedestrian safety and traffic congestion due to location of project. One commissioner did not feel the hotel project was suitable for the parcel.

ACTION: Motion and second (DeCardy/Harris) to adopt a resolution adopting findings required by the California Environmental Quality Act (CEQA), adopting the Initial Study and Mitigated Negative Declaration, and adopting a Mitigation, Monitoring, and Reporting Program; passed 6-0 with Commissioner Riggs absent.

The Commission discussed with staff and legal counsel conditions to ensure greater outreach efforts toward local hiring and availability of the roof open space amenity for the public as well as confirmation of local hires and utilization of roof amenity by local residents, and to address concerns if any regarding circulation and bicycle and pedestrian safety, traffic and congestion.

ACTION: Motion and second (DeCardy/Harris) to adopt a resolution approving the use permit and architectural control to demolish an existing commercial building and develop a new 163-room hotel at 3723 Haven Avenue, in the O-B (Office - Bonus) zoning district with the following added condition; passes 5-1 with Commissioner Barnes opposed and Commissioner Riggs absent:

Add Condition 2Z *At a point six months prior to receiving a certificate of occupancy and six months following a certificate of occupancy, the applicant shall work with Planning staff to prepare a summary of the applicant's outreach efforts with residents along Haven Avenue and Bayshore Road, between Woodside Road and Marsh Road, and the Belle Haven community, regarding the following three items:*

- i. Employment opportunities at the hotel;*
- ii. Access information for the open space areas on site, including the fourth floor rooftop deck; and*
- iii. Traffic and safety concerns along Haven Avenue, notably in the vicinity of the project site.*

In both instances, the two summaries shall be compiled and submitted to the Planning Division and circulated via email to the Planning Commission through a condition review email.

Chair DeCardy recessed the meeting at 9:34 p.m. and reconvened it at 9:40 p.m.

F2 and G1 are associated items with a single staff report

- F2. Public hearing to receive comments on the Draft SEIR for the City of Menlo Park 6th Cycle Housing Element Update; Safety Element Update; and a new Environmental Justice Element for the City's General Plan, and associated General Plan, Zoning Ordinance and El Camino Real/Downtown Specific Plan Amendments (collectively referred herein as "the Project"). The SEIR is a Subsequent EIR to the City's 2016 General Plan EIR (State Clearinghouse Number 2015062054). The SEIR relies on and incorporates information contained in the 2016 General Plan Final EIR where that information remains relevant, and provides additional information and analysis where warranted. The SEIR is a Program EIR, as provided for in CEQA Guidelines Section 15168. Future discretionary actions that would be facilitated by the Project's adoption, particularly those related to the development of housing, would require additional assessment to determine consistency with the analysis and mitigation provided in the SEIR. The Draft SEIR was prepared to address potential physical environmental effects of the proposed project in the following areas: aesthetics, air quality, biological resources, cultural resources, energy, geology and paleontological resources, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, land use and planning, noise and vibration, population and housing, public services and recreation, transportation, tribal cultural resources, utilities and service systems, and wildfire. The topic areas of agricultural and forestry resources and mineral resources were scoped out of review and not anticipated to require further analysis. The Draft SEIR identifies significant and unavoidable environmental impacts from the proposed project in the following areas: air quality, cultural resources, and transportation. The Draft SEIR identifies less than significant impacts with mitigation in the following areas:

biological resources, geology and paleontological resources, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, land use and planning, and tribal cultural resources. The Draft SEIR identifies less than significant impacts in the following areas: aesthetics, energy, noise and vibration, population and housing, public services and recreation, utilities and service systems, and wildfire. The Project identifies 69 potential housing opportunity sites made up of 83 parcels, plus a number of areas within the city, as candidates for housing development. It is possible that one or more of these locations are on a toxic site list pursuant to Section 65962.5 of the Government Code, but the question is not addressed in the Draft SEIR. The matter is more appropriately considered if and when future development applications for specific sites are submitted. Written comments on the Draft SEIR should be submitted through the web form located at menlopark.gov/HousingElementDEIRComments no later than 5:00 p.m. on December 19, 2022. (Staff Report #22-063-PC)

A court reporter transcribed this item.

G. Study Session

- G1. Study session for introduction of changes to the Zoning Ordinance and El Camino Real/Downtown Specific Plan that might be needed to modify residential densities and associated development standards to implement the Housing Element Update. (Staff Report #22-063-PC))

This item was continued to December 1, 2022.

H. Informational Items

- H1. Future Planning Commission Meeting Schedule

- Regular Meeting: December 5, 2022
- Regular Meeting: December 12, 2022

I. Adjournment

Chair DeCardy adjourned the meeting at 11:05 p.m.

Staff Liaison: Corinna Sandmeier, Acting Principal Planner

Recording Secretary: Brenda Bennett



CONTINUED STUDY SESSION

Date: 12/1/2022
Time: 7:00 p.m.
Location: Zoom and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair DeCardy called the continued study session to order at 7 p.m.

B. Roll Call

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

Staff: Deanna Chow, Assistant Community Development Director; Ed Shaffer, Assistant City Attorney; Tom Smith, Principal Planner; Chris Turner, Associate Planner; Mary Wagner, Assistant City Attorney

C. Continued Study Session

Study session for introduction of changes to the Zoning Ordinance and El Camino Real/Downtown Specific Plan that might be needed to modify residential densities and associated development standards to implement the Housing Element Update. ([Staff Report #22-063-PC](#))

Planner Smith presented an overview of the item.

The Planning Commission held a study session to provide feedback and receive public comments on an overview of potential modifications to the Zoning Ordinance and El Camino Real/Downtown Specific Plan (Specific Plan).

Chair DeCardy opened public comment.

Public Comment:

- Patty Fry said allowable office needed to be addressed and changed in all the zoning to improve the housing/jobs imbalance and to allow for increased heights that zoning changes needed to include increased setbacks, mediation and articulation.
- Adina Levin said the city should look at how much density they allowed in the Bayfront and not have less than that in the core downtown transit-rich, service-rich areas and encouraged more proactive changes for affordable housing.
- Marc Bryman supported parking reduction and centralized parking downtown and suggested in addition to opportunity sites to look at the low VMT alternative.
- Karen Grove said heights downtown should be greater than the five story limit proposed and questioned how affordable housing would actually get developed.
- Brittani Baxter said this was an opportunity to make the downtown more vibrant and to use height limits strategically to have a greater mix of size of units and affordability supporting

greater diversity.

- Michael (no last name) said the downtown could support much more housing and increased heights would accommodate that.
- Brian Kissel encouraged identifying levers to use to ensure the city presented an updated housing element that would be approved by the state and asked the Planning Commission to address.
- Katie Beruzzi said they could do a lot more downtown to accommodate different housing needs and simplify rules to be proactive with housing density development and incentivize housing and maybe not so much office.

Chair DeCardy closed public comment.

The Commission asked clarifying questions of consultants Geoff Bradley and Asher Kohn, M-Group. Assistant Community Development Director Deanna Chow and Mary Wagner, Assistant City Attorney, also provided additional information.

Planning Commissioners provided the following general comments:

- Proposed zoning modifications to densities, floor area ratios (FARs), and heights in the Specific Plan area should be increased beyond those discussed in the staff report. Densities in the range of 150 to 200 dwelling units per acre (du/ac) were suggested to be explored, with corresponding increases in FARs and heights to make development at those densities feasible.
- When considering higher residential densities, thought should be given to creating adequate areas for open space and recreation for residents as part of projects and also off-site throughout the community.
- Building façade heights adjacent to low density residential areas should remain lower than the maximum potential building heights to provide a more gradual transition to denser development.
- Minimum parking rates should be removed in the Specific Plan area and new maximum parking rates created.
- Consideration should be given to removing the Zoning Ordinance requirement that certain single-family residential projects receive use permits from the Planning Commission.
- Tentative support was expressed for combining parcels of a similar size and urban context in the C-1-A, C-2, C-2-A, C-2-B, C-2-S, and C-4 zoning districts into a single zoning district utilizing the existing mixed-use C-2-B development regulations as a starting point. It was recommended that the project team explore increasing the density above 30 du/ac currently allowed in the C-2-B district if the development community indicates it would be more likely to result in residential development on the parcels.

D. Adjournment

Chair DeCardy adjourned the meeting at 10 p.m.

Staff Liaison: Deanna Chow, Assistant Community Development Director

Recording Secretary: Brenda Bennett



STAFF REPORT

Planning Commission

Meeting Date:

3/13/2023

Staff Report Number:

23-019-PC

Public Hearing:

Consider and adopt a resolution to approve a use permit to demolish an existing one-story, single-family residence and construct a new two-story single family residence on a substandard lot with regard to minimum lot width in the R-1-U (Single Family Urban Residential) zoning district

Recommendation

Staff recommends that the Planning Commission approve a use permit to demolish an existing one-story, single-family residence, and construct a new two-story, single-family residence on a substandard lot with regard to minimum lot width in the R-1-U (Single Family Urban Residential) zoning district. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

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

Background

Site location

Using Woodland Avenue in a north-south orientation, the subject property is located on the western side of Woodland Avenue, between Concord Drive and Laurel Avenue in the Willows neighborhood. A location map is included as Attachment B.

While most residences in the neighborhood are one-story in height, some two-story residences exist as well. The residences mainly reflect a ranch or traditional architectural style, along with some craftsman style residences. The neighborhood features predominantly single-family residences that are also in the R-1-U zoning district. San Francisquito creek is located across Woodland Avenue from the project site.

Analysis

Project description

The property is currently occupied by a one-story residence with a detached two-car garage and shed. The lot is substandard with regard to lot width (50 feet where a minimum of 65 feet is required). The applicant is proposing to demolish the existing one-story residence, detached garage and shed, to construct a new two-story, single family residence with an attached one-car garage. A data table summarizing parcel and project attributes is included as Attachment C. The project plans and the

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

The proposed residence would have a total of four bedrooms and three and a half bathrooms. The first floor includes a front-loading one-car garage and shared living space. The second floor would include bedrooms, and bathrooms. The required parking for the residence would be provided by an attached front loading single-car garage and adjacent to the proposed garage would be an uncovered parking space. The proposed uncovered parking would be outside of the interior side (left) setback and front setback as permitted in the Zoning Ordinance. A covered porch is proposed at the front to access the residence. The proposal also includes two balconies, one in the front and the other on the rear. Both balconies would meet the minimum 20-foot side setback requirement. The front balcony would have a 21.6 feet left side and a 23.8 feet right side setback; and the rear balcony would have a 21.6 feet left side and 20 feet right side setbacks. The rear balcony would have a 63.2 feet rear setback, where a 30 feet minimum rear setback is required and the front balcony would adhere to the 20-foot front setback requirement with a 20.9 feet setback.

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 with regard to Zoning Ordinance requirements:

- The proposed floor area for the primary residence is 2,900.6 square feet, where 2,903.8 square feet is the maximum allowable FAL.
- The second-story would be limited in size relative to the development, with a floor area of 1,079.8 square feet, representing approximately 37.2 percent of the maximum FAL, where 1,451.9 square feet is the maximum allowed.
- The proposed building coverage, would be 2,147.8 square feet, approximately 28.9 percent of the lot area, where 35 percent is the maximum allowed.
- The proposed residence would be 27 feet in height, where 28 feet is the maximum allowed.
- The second floor would feature greater setbacks than required on all four sides, and the overall structure would be within the daylight plane.
- Most of the second floor window sill heights would have a minimum of three feet, with the exception of one window on the front façade that has a proposed sill height of one foot,

The proposed residence would have a 20 foot front setback and a rear setback of approximately 63 feet where a minimum of 20 feet is required. The proposed residence would be set back five feet from the side property lines. The proposed second story would be stepped back from the first story on all sides and features varied wall depths to minimize massing and increase separation from neighboring properties.

Design and materials

The applicant states that the proposed residence would be constructed in a transitional modern style with colored horizontal lap siding on portions of the front and right side façades and smooth stucco on the left and rear facades. Portions of the front and right-side facades would contain smooth stucco. Roofing is proposed to be a combination of flat roof and metal standing seam. Most second-story windows would have sill heights over three feet, with an exception of a front facade window with a sill height of one foot. The windows would be double-glazed. The garage door would be of modern style, with fiberglass panels. Staff believes that the scale, materials, and style of the proposed residence would result in a consistent

aesthetic approach. The transitional modern architectural style is not currently found within the neighborhood, but would be comprehensively executed, providing an added feature in the neighborhood.

Trees and landscaping

The applicant has submitted an arborist report (Attachment D), detailing the species, size, and conditions of on-site and nearby heritage/non-heritage trees. The arborist report includes tree protection recommendations. There are a total of 16 heritage/non-heritage trees on and nearby the subject property. Four of these are neighbors' trees (tree # 13, 14, 15 and 16) and three are street trees (tree #1, 2 and 12). Four non-heritage trees (tree # 3, 4, 5 and 6) are proposed to be removed to accommodate the proposed development, as well as one street tree (tree #2) to accommodate the proposed driveway.

Table 1: Project tree summary and disposition				
Tree Number	Species	Size (DBH, in inches)	Health	Removal/Reason
1	Chinese Pistache	9.5	Good	Retain
2	American Plum	2	Fair	Remove to accommodate expanded driveway under criteria #5
3	Camelia	3	Good	Remove to accommodate new development
4	Camelia	3	Fair	Remove to accommodate new development
5	Camelia	3	Good	Remove to accommodate new development
6	Camelia	4	Good	Remove to accommodate new development
7	Lemon	5	Good	Retain
8	Coast Redwood	71	Good	Retain
9	Coast Redwood	67	Good	Retain
10	Coast Redwood	48	Good	Retain
11	Glossy Privet	3,2,2,1	Good	Retain
12	Raywood Ash	18	Good	Retain
13	Mayten	9	Fair	Retain
14	Cherry	7	Good	Retain

15	Coast Redwood	36	Good	Retain
16	Atlas Cedar	11	Good	Retain

The removal of the non-heritage street tree would require a heritage tree removal permit and would require a minimum 24-inch box replacement tree. The City Arborist determined there is not enough space within the public right-of-way to accommodate the proposed driveway and a replacement tree. Staff has added project-specific condition of approval 2.a requiring the applicant to provide a minimum 24-inch box replacement tree on the project site within the front yard, subject to review and approval by the City Arborist. As part of the project review process, the arborist report was reviewed by the City Arborist. Implementation of all recommendations to mitigate impacts to the heritage trees identified in the arborist report would be ensured as part of condition 1.h, and replacement tree condition 2.a. New shrubs would be planted to the rear right and left sides of the property to provide a privacy screening between the subject property and the neighboring properties. The proposed shrubs would need to be maintained at a height no greater than seven feet, per Zoning Ordinance regulations.

Correspondence

Within the project description letter (Attachment A, Exhibit B), the applicant states that they have reached out to the neighbors and have received comments/feedback from several neighbors, some of whom have raised concerns regarding the style of the proposed residence, the existing fence and privacy. The applicant is proposing screening trees to the rear left side to mitigate the privacy impacts. As of the publication of this report, staff has received one direct correspondence regarding the project from neighbors on the right of the subject property. The neighbors expressed concerned over the sound emissions from the proposed heat pumps, privacy with regard to the proposed rear balcony, light spillover, sewer connectivity, and stormwater runoff. They also expressed support for protection of the three heritage trees mentioned in the arborist report; their letter is included as Attachment E.

Conclusion

Staff believes that the design, scale, and materials of the proposed residence are generally compatible with the surrounding neighborhood. Further, the transitional modern architectural style of the proposed residence would be generally attractive, well-proportioned, and comprehensively executed. The second floor inset, would help increase privacy while reducing the perception of mass. 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 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.

Public Notice

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

Appeal Period

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

Attachments

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

Fahteen Khan, Associate Planner

Report reviewed by:

Corinna Sandmeier, Principal Planner

Kyle Perata, Planning Manager

PLANNING COMMISSION RESOLUTION NO. 2023-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING A USE PERMIT TO DEMOLISH AN EXISTING ONE-STORY SINGLE FAMILY RESIDENCE AND CONSTRUCT A NEW TWO-STORY, SINGLE FAMILY RESIDENCE ON A SUBSTANDARD LOT WITH REGARD TO MINIMUM LOT WIDTH IN THE R-1-U (SINGLE FAMILY URBAN RESIDENTIAL) ZONING DISTRICT

WHEREAS, the City of Menlo Park (“City”) received an application requesting to demolish an existing one-story residence and construct a new two-story residence on a substandard lot with regard to minimum lot width in the R-1-U (Single Family Urban Residential) zoning district (collectively, the “Project”) from Leo Li (“Applicant”) and Joyce He (“Owner”), located at 893 Woodland Avenue (APN 062-351-030) (“Property”). The Project use permit is depicted in and subject to the development plans and documents which are attached hereto as Exhibit A and incorporated herein by this reference; and

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

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

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

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

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

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

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

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

WHEREAS, at a duly and properly noticed public hearing held on March 13, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the Project.

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

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

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

The approval of the use permit to demolish an existing one-story residence and construct a new two-story on a substandard lot is granted based on the following findings which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will, under the circumstance of the particular case, not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:
 - a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in question and surrounding areas, and impact of the application hereon; in that, the proposed use permit is consistent with the R-1-U zoning district and the General Plan because the construction of a two-story residence is allowed on a substandard lot subject to granting of a use permit and provided that the proposed residence conforms to applicable zoning standards, including, but not limited to, minimum setbacks, maximum floor area limit, and maximum building coverage.
 - b. The proposed residence would include the required number of off-street parking spaces because one covered and one uncovered parking space would be
 - c. The proposed Project is designed to meet all the applicable codes and ordinances of the City of Menlo Park Municipal Code and the Commission concludes that the Project would not be detrimental to the health, safety, and welfare of the surrounding community as the new residence would be located in a single-family neighborhood,

would be designed to comply with the requirements of the R-1-U district, and the second floor would feature greater setbacks than required.

Section 3. Conditional Use Permit. The Planning Commission approves Use Permit No. PLN2022-00022, which Use Permit is depicted in and subject to the development plans and project description letter, which are attached hereto and incorporated herein by this reference as Exhibit A and B respectively. The Use Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

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

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

Section 5. SEVERABILITY

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

I, Corinna Sandmeier, Principal Planner of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on March 13, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 13th day of March 2023.

Corinna Sandmeier
Principal Planner
City of Menlo Park

Exhibits

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

SHEET INDEX

Y-0 COVER SHEET, PROJECT DATA, VICINITY MAP

SURVEY

1 TOPOGRAPHIC SURVEY

ARCHITECTURAL

A-0 SITE PLAN

A-0.1 NEIGHBORHOOD AREA PLAN

A-0.1 STREETSCAPE ELEVATION

A-1 EXISTING FLOOR PLAN, ELEVATIONS

A-2 PROPOSED 1ST FLOOR PLAN

A-2.1 PROPOSED 2ND FLOOR PLAN

A-2.2 AREA CALCULATIONS

A-3 PROPOSED BUILDING ELEVATIONS

A-3.1 PROPOSED BUILDING ELEVATIONS

A-4 BUILDING SECTIONS

A-4.1 PROPOSED ROOF PLAN

T-1 TREE PROTECTION PLAN

T-2 ARBORIST REPORT

T-3 ARBORIST REPORT

I	AND	G.I.	GALVANIZED IRON
L	ANGLE	GYPED.	GYPSED BOARD
L			
E	CENTERLINE	H.B.	HOSE BIBB
E	CHANEL	INSUL	INSULATION
I	DIAMETER OR ROUND	INTER	INTERIOR
Q	PARALLEL	INV	INVERT
I	PERPENDICULAR	M.B.	MACHINE BOLT
E	PLATE	M.C.	MEDICINE CHEST
I	ROAD OR NUMBER	M.G.	MINIMUM
A	ANCHOR BOLT	M.L.	METAL
AVG	ASPHALTIC CONCRETE	N.T.G.	NOT IN CONTRACT
ACC.	ACCIDENT	N.T.S.	NOT TO SCALE
AF.P	ABOVE FINISH FLOOR	NOM	NOMINAL
ALUM	ALUMINUM	O/C	ON CENTER
BLK	BLACK	OPB.	OPENING
C.-J.	COLD JOINT	LAM	LAMINATED PLASTIC
CNG	CONCRETE	PL	PLATE
CNT.	CONTINUOUS	PL GL	PLATE GLASS
G.I.	CAST IRON	PLYWOOD	PLYWOOD
DI	DOUGLAS FIR	RDWD	REDWOOD
ELEV	ELEVATION	RHM	ROOM
(E)	EXISTING	RHL	RAIN WATER LEADER
EXIST	EXISTING	SIMLAR	SIMILAR
EXT	EXTERIOR	TEMP GL	TEMPERED GLASS
P.F.	FIRE EXTINGUISHER	T&G	TONGUE AND GROOVE
P.F.	FINISH FLOOR	T.O.G.	TOP OF CURB
FIN	FINISH	T.O.P.	TOP OF PLATE
F.L.	FLOOR	TYP	TYPICAL
P.O.G.	FACE OF CONC	UN	UNLESS OTHERWISE NOTED
P.O.B.	FACE OF BLOCK	VGOF	VERTICAL GRAIN DOUGLAS FIR
P.O.S.	FACE OF STUD		
PDN	FOUNDATION	W	WITH
FUR	FURNACE	WC	WATER CLOSET
FTG	FOOTING	WH	WATER HEATER
GALV	GALVANIZED	WHF	WELDED WIRE FABRIC
		TH	THRESHOLD

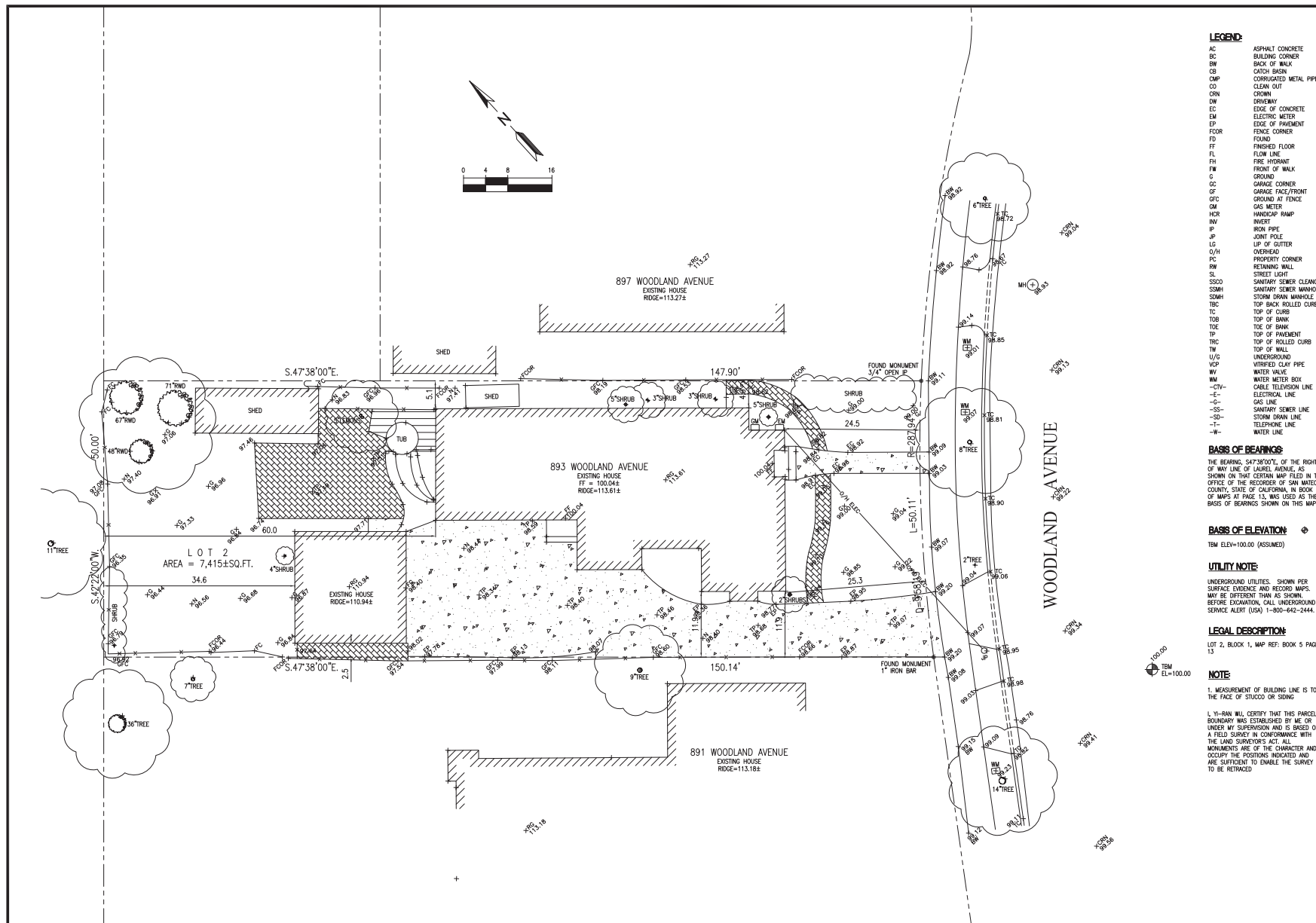
APPLICABLE CODE

CALIFORNIA BUILDING CODE 2019 EDITION
CALIFORNIA RESIDENTIAL CODE 2019 EDITION
CALIFORNIA MECHANICAL CODE 2019 EDITION
CALIFORNIA PLUMBING CODE 2019 EDITION
CALIFORNIA ELECTRIC CODE 2019 EDITION
CALIFORNIA RESIDENTIAL ENERGY CODE 2019 EDITION
CALIFORNIA GREEN BUILDING CODE 2019 EDITION
CITY OF MENLO PARK MUNICIPAL CODE

TITLE SHEET
PROJECT DATA, VICINITY MAP

893 WOODLAND AVE.
MENLO PARK, CA

Date: 02/25/22
Scale: AS-SHOWN
Drawn: L
Job:
Sheet:
T-O
Of Sheets



LEGEND:

AC	ASPHALT CONCRETE
BC	BUILDING CORNER
BW	BACK OF WALK
CB	CATCH BASIN
CM	CORRUGATED METAL PIPE
CO	CLEAN OUT
DN	DRAIN
DM	DRIVEWAY
EC	EDGE OF CONCRETE
EM	ELECTRIC METER
EP	EDGE OF PAVEMENT
FC	FENCE CORNER
FD	FOUND
FF	FINISHED FLOOR
FL	FLOW LINE
FM	FIRE HYDRANT
FW	FRONT OF WALK
G	GROUND
GC	GARAGE CORNER
GP	GARAGE FACE/FRONT
GFC	GROUND AT FENCE
GM	GAS METER
HCR	HANDICAP RAMP
HW	INLET
IP	IRON PIPE
JP	JOINT POLE
LG	UP OF GUTTER
O/H	OVERHEAD
PC	PROPERTY CORNER
RW	RETAINING WALL
SL	STREET LIGHT
SSCO	SANITARY SEWER CLEANOUT
SSMH	SANITARY SEWER MANHOLE
SDMH	STORM DRAIN MANHOLE
TBC	TOP BACK ROLLED CURB
TC	TOP OF CURB
TOS	TOP OF BANK
TOE	TOE OF BANK
TP	TOP OF PAVEMENT
TRC	TOP OF ROLLED CURB
TW	TOP OF WALL
U/G	UNDERGROUND
VCP	VITRIFIED CLAY PIPE
WV	WATER VALVE
WM	WATER METER BOX
-CTV-	CABLE TELEVISION LINE
-E-	ELECTRICAL LINE
-G-	GAS LINE
-SS-	SANITARY SEWER LINE
-SD-	STORM DRAIN LINE
-T-	TELEPHONE LINE
-W-	WATER LINE

BASIS OF BEARINGS

THE BEARING, S47°38'00"E, OF THE RIGHT OF WAY LINE OF LAUREL AVENUE, AS SHOWN ON THAT CERTAIN MAP FILED IN THE OFFICE OF THE RECORDER OF SAN MATEO COUNTY, STATE OF CALIFORNIA, IN BOOK 5 OF MAPS AT PAGE 13, WAS USED AS THE BASIS OF BEARINGS SHOWN ON THIS MAP.

BASIS OF ELEVATION

TM ELEV=100.00 (ASSUMED)

UTILITY NOTE:

UNDERGROUND UTILITIES, SHOWN PER SURFACE EVIDENCE AND RECORD MAPS, MAY BE DIFFERENT THAN AS SHOWN. BEFORE EXCAVATION, CALL UNDERGROUND SERVICE ALERT (USA) 1-800-442-2444.

LEGAL DESCRIPTION:

LOT 2, BLOCK 1, MAP REF: BOOK 5 PAGE 13

NOTE:

1. MEASUREMENT OF BUILDING LINE IS TO THE FACE OF STUCCO OR SIDING.
I, YI-RAN WU, CERTIFY THAT THIS PARCELS BOUNDARY WAS ESTABLISHED BY ME OR UNDER MY SUPERVISION AND IS BASED ON A FIELD SURVEY IN CONFORMANCE WITH THE LAND SURVEYORS ACT. ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED AND ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRAZED.

**NEW
RESIDENCE**

893 WOODLAND AVENUE
MENLO PARK, CA
APN: 062-351-002

W E C
ASSOCIATES

3625 MIDDLEFIELD RD #658
PALO ALTO, CA 94306
TEL: (650) 823-6466
FAX: (650) 887-1294

LICENSE STAMPS AND SIGNATURE



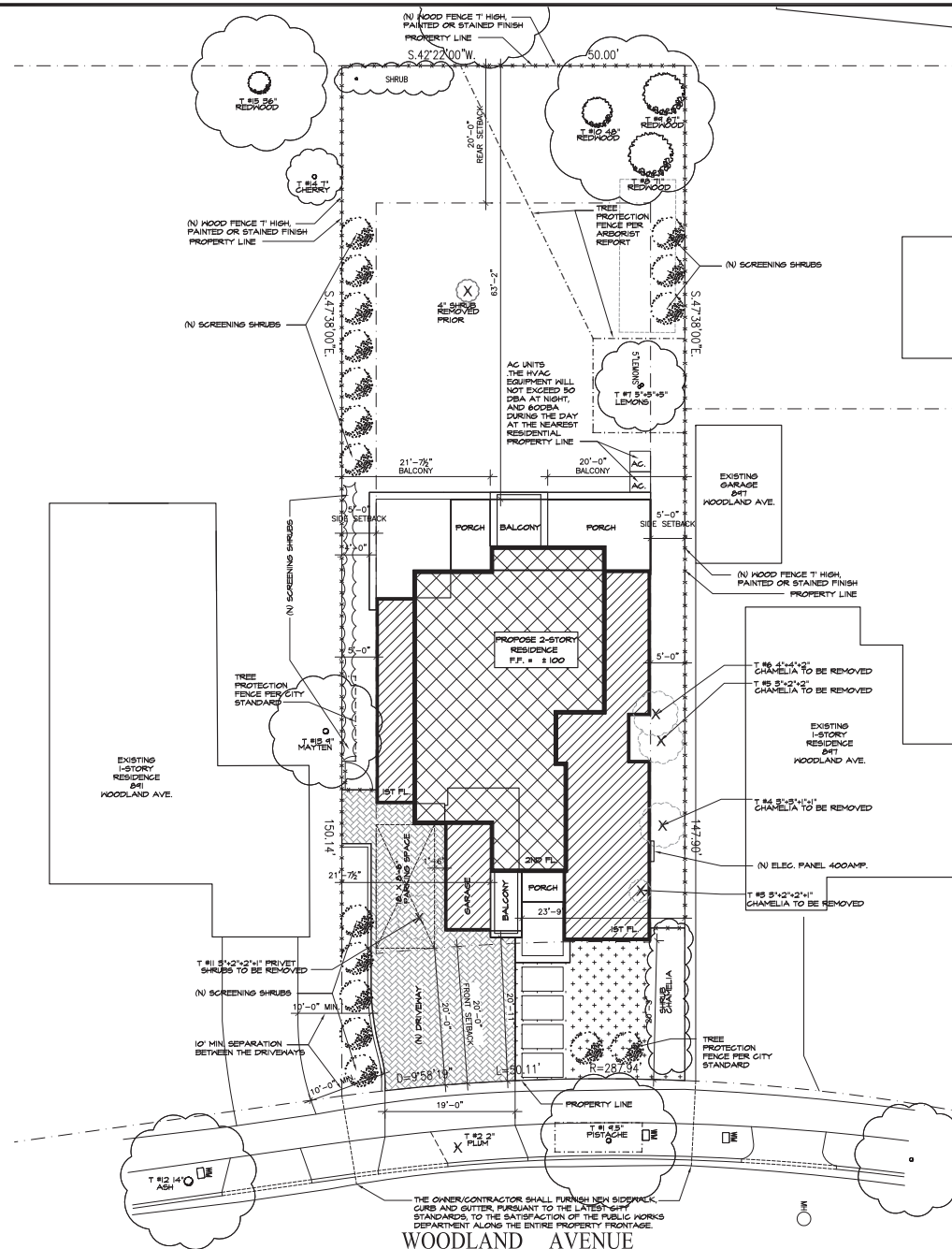
ISSUED		
No.	Description	Date

DATE: OCT 15, 2021
SCALE: 1/8"=1'-0"
DRAWN: BG
JOB: 10078

SHEET TITLE:

**BOUNDARY &
TOPOGRAPHIC
SURVEY**

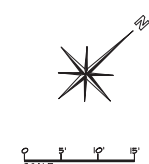
C.0



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

- NOTES:
1. THE ARCHITECTURAL SITE PLAN IS PROVIDED FOR BUILDING AND SITE WORK LAYOUT ONLY. THE CONTRACTOR SHALL VERIFY ON SITE ALL GRADES, EXISTING IMPROVEMENTS, PROPERTY LINES, EASEMENTS, SETBACKS, UTILITIES AND SUBSTRUCTURES. ALL DISCREPANCIES SHALL BE IMMEDIATELY DISCUSSED WITH ARCHITECT/DESIGNER/ENGINEER.
 2. ALL DOWNSPUTS TO BE RELEASED TO THE GROUND SURFACE DIRECTED AWAY FROM BUILDING FOUNDATIONS AND DIRECTED TO LANDSCAPED AREAS.
 3. THE GROUND IMMEDIATELY ADJACENT TO THE FOUNDATION SHALL BE SLOPED AWAY FROM THE BUILDING. A MINIMUM 5% GRADE SLOPE AWAY FROM FOUNDATION FOR A MINIMUM DISTANCE OF 10 FEET MEASURED PERPENDICULAR TO THE FACE OF THE WALL. (R401.5)
 - EXCEPT:
A. IF BUILDING SITE DOES NOT ALLOW 10 FEET OF SLOPE, INDICATE THE INSTALLATION OF DRAINS OR SHALES TO ENSURE DRAINAGE AWAY FROM THE STRUCTURE.
B. IMPERVIOUS SURFACES WITHIN 10 FEET OF THE BUILDING FOUNDATION SHALL BE SLOPED A MINIMUM OF 2% AWAY FROM THE BUILDING.
 5. ONE SITE DRAINAGE NO CONCENTRATED FLOW ACROSS THE RIGHT-OF-WAY. NO DRAINAGE ONTO NEIGHBORING PROPERTY.
 6. CONTRACTOR'S RESPONSIBILITY TO ALL UNDERGROUND UTILITIES AND RESPONSIBLE FOR DUST CONTROL AND ENSURING THE AREA ADJACENT TO THE WORK IS LEFT IN A CLEAN CONDITION.
 7. SEE GRADE AND DRAINAGE PLAN FOR SITE IMPROVEMENT AND THE UTILITY CONNECTIONS.

NOTE:
NOT LESS THAN FORTY PERCENT OF THE BUILDING SITE SHALL BE OCCUPIED BY APPROPRIATE LANDSCAPING, PER SECTION 6.18.050 (4)

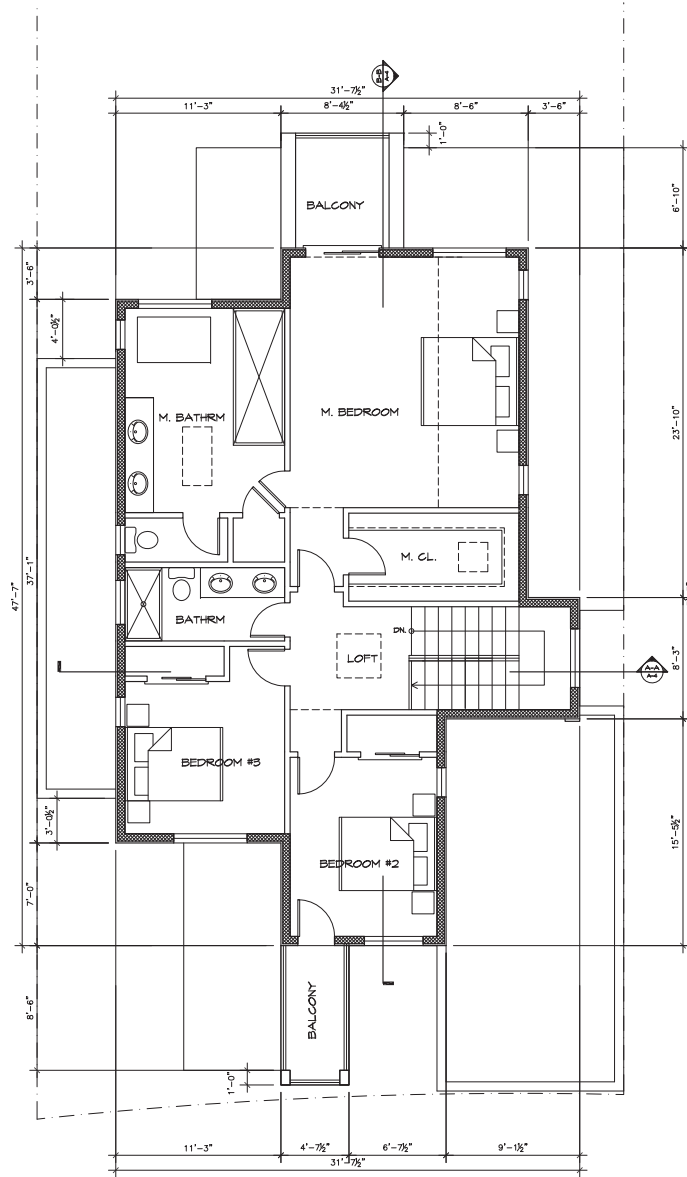


REVISION	BY

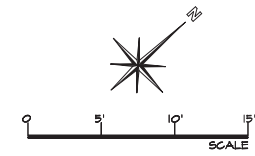
PROPOSED RESIDENCE
845 WOODLAND AVE.
MENLO PARK, CA

SITE PLAN

Date:	02/25/22
Scale:	AS-SHOWN
Drawn:	L
Job:	
Sheet:	A-0
Of Sheets	



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



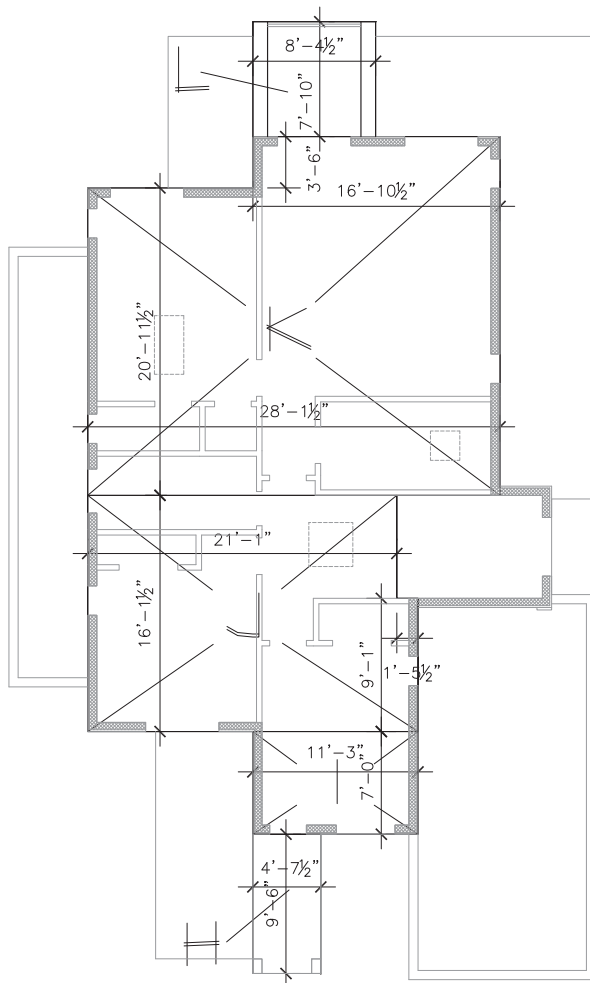
REVISIONS	BY

LLEL DESIGN
DESIGN, PLANNING & ILLUSTRATION
2700 ERMINGHAM DRIVE, SUITE 100, CARMEL, CA 93908
TEL: (831) 921-1188 | LLELDESIGN.COM

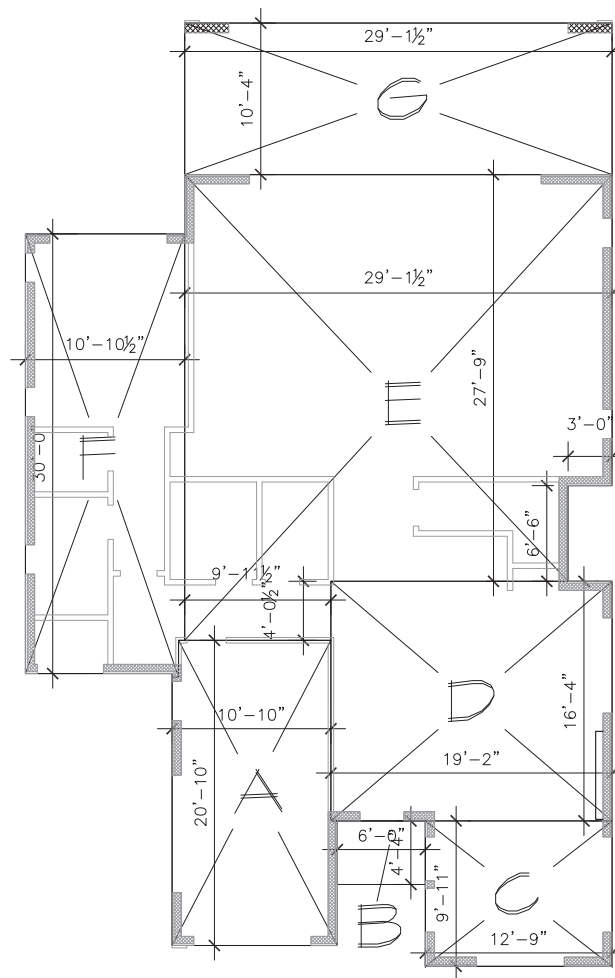
PROPOSED RESIDENCE
845 HODLAND AVE.
MENLO PARK, CA

PROPOSED 1ST FLOOR PLAN

Date:	02/25/22
Scale:	AS-SHOWN
Drawn:	L
Job:	
Sheet:	A-2.1
4 Of 15 Sheets	



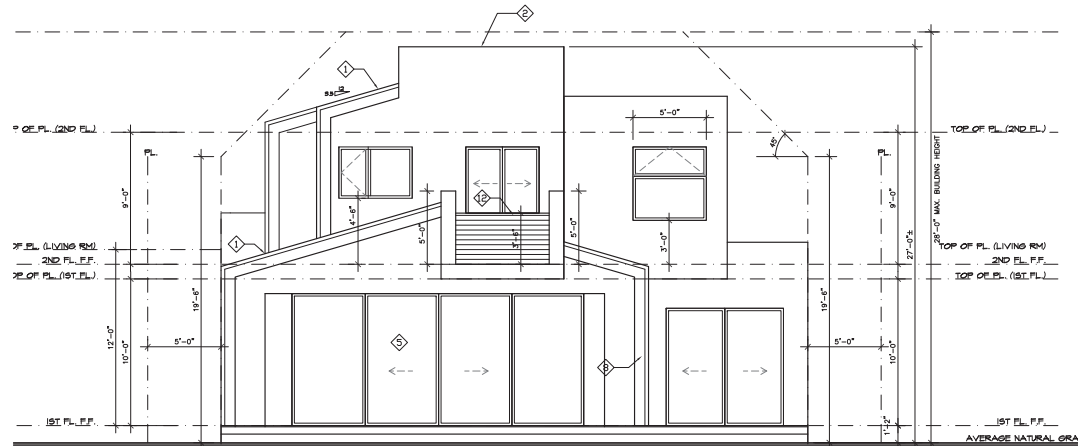
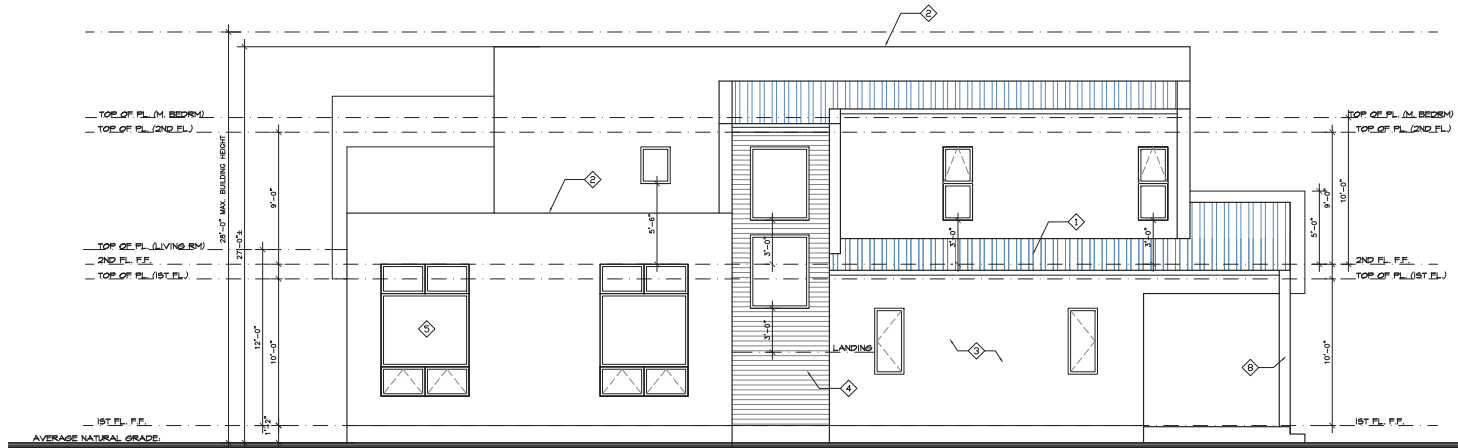
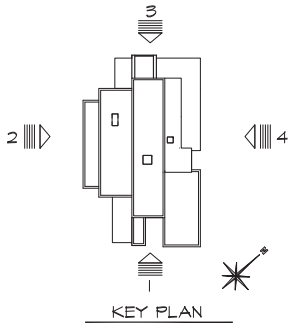
3 2ND FLOOR DIAGRAM
SCALE: 1/8"=1'-0"



2 1ST FLOOR DIAGRAM
SCALE: 1/4"=1'-0"

SECTION	DIMENSION	AREA
1ST STORY:		
A (GARAGE)	20'-0" x 10'-0" + 3'-0" x 1'-0"	220.0 SQ.FT.
B (FRONT PORCH)	8'-0" x 4'-0"	32.0 SQ.FT.
C	12'-0" x 6'-0"	72.0 SQ.FT.
D	14'-0" x 8'-0"	112.0 SQ.FT.
E	24'-0" x 12'-0" + 12'-0" x 6'-0" + 6'-0" x 3'-0"	324.0 SQ.FT.
F	30'-0" x 12'-0" + 1'-0" x 1'-0"	361.0 SQ.FT.
G (BACK PORCH)	24'-0" x 10'-0"	240.0 SQ.FT.
1ST FLOOR LIVING AREA		1542.0 SQ.FT.
GARAGE AREA (1-CAR GARAGE(A))		220.0 SQ.FT.
1ST FLOOR PORCH AREA (B+G)		272.0 SQ.FT.
2ND STORY:		
H (FRONT BALCONY)	6'-0" x 4'-0" + 1'-0" x 1'-0"	26.0 SQ.FT.
I	11'-0" x 1'-0"	11.0 SQ.FT.
J	21'-0" x 12'-0" + 6'-0" x 3'-0"	252.0 SQ.FT.
K	28'-0" x 12'-0" + 12'-0" x 6'-0" + 6'-0" x 3'-0"	396.0 SQ.FT.
L (REAR BALCONY)	8'-0" x 7'-0"	56.0 SQ.FT.
2ND FLOOR LIVING AREA		1075.0 SQ.FT.
2ND FLOOR BALCONY AREA (H + L)		82.0 SQ.FT.
NO BASEMENT		
TOTAL LOT COVER AREA		A + B + C + D + E + F + G = 2,147.0 SQ.FT.
FAR REQUIRED: 2,800 + 45 x 0.25 = 2,905.75 SQ.FT.		
MAX LOT COVERAGE: 7,415 x 25% = 2,353.75 SQ.FT.		

1 AREA CALCULATION



KEYNOTES:

- 1 ROOF: METAL ROOF OVER 2 LAYER #50 ROOFING FELT-INSTALL PER MFR INSTRUCTION ICC # ESR-2808
- 2 ROOF: TWO FLAT ROOF
- 3 EXTERIOR PLASTER/STUCCO (ACRYLIC SMOOTH FINISH). PLASTERING WITH PORTLAND CEMENT PLASTER SHALL NOT BE LESS THAN THREE COATS WHEN APPLIED OVER METAL LATH OR WIRE LATH AND SHALL BE NOT LESS THAN TWO COATS WHEN APPLIED OVER MASONRY, CONCRETE, PRESSURE-PRESERVATIVE TREATED WOOD OR DECAY-RESISTANT WOOD AS SPECIFIED IN SECTION R01.1 OR GYPSUM BACKING (R105.6.2).
- 4 PROVIDE THE WATER-RESISTIVE BARRIERS PER R102.2 AND, WHERE APPLIED OVER WOOD-BASED SHEATHING, SHALL INCLUDE A WATER-RESISTIVE VAPOR-PERMEABLE BARRIER WITH A PERFORMANCE AT LEAST EQUIVALENT TO TWO LAYERS OF GRADE D PAPER. THE INDIVIDUAL LAYERS SHALL BE INSTALLED INDEPENDENTLY SUCH THAT EACH LAYER PROVIDES A SEPARATE CONTINUOUS PLANE AND ANY FLASHING INTENDED TO DRAIN TO THE WATER-RESISTIVE BARRIER IS DIRECTED BETWEEN THE LAYERS, PER R102.2. R102.3
- 5 EXTERIOR WOOD SIDING FINISH - MINIMUM OF ONE LAYER OF NO. 8 ASPHALT FELT OR OTHER APPROVED MATERIAL AND SHALL BE ATTACHED TO THE STUDS OR SHEETING WITH FLASHINGS AS REQUIRED PROVIDING A CONTINUOUS WATER-RESISTIVE BARRIER BEHIND THE EXTERIOR WALL VENEER. ANY TEARS MUST BE REPAIRED AND ALL PENETRATIONS SEALED. COLOR FINISH DOUBLE GLAZED WINDOWS (TYP.)
- 6 DOUBLE GLAZED WINDOWS (TYP.)
- 7 CUSTOM SOLID CORE DOORS
- 8 METAL GLAZING PLATE
- 9 DECORATIVE COLUMNS
- 10 STREET ADDRESS PER CRC 514
- 11 FIBERGLASS ENTRY DOOR
- 12 GLASS GARAGE DOOR
- 13 METAL GUARDRAIL, MIN. 42" HIGH

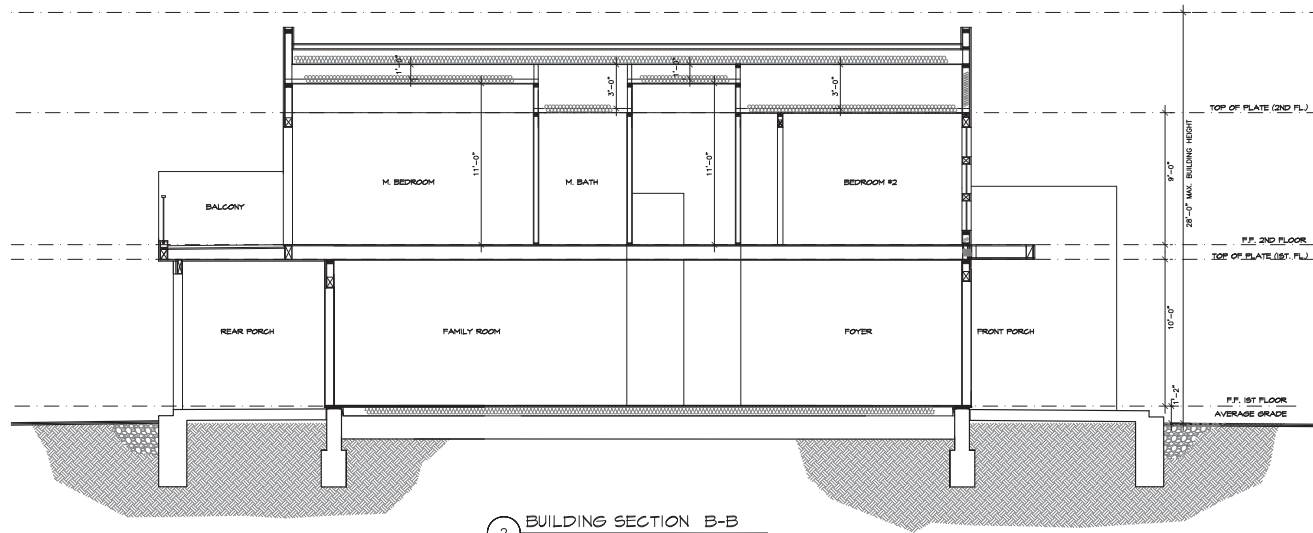
REVISIONS	BY



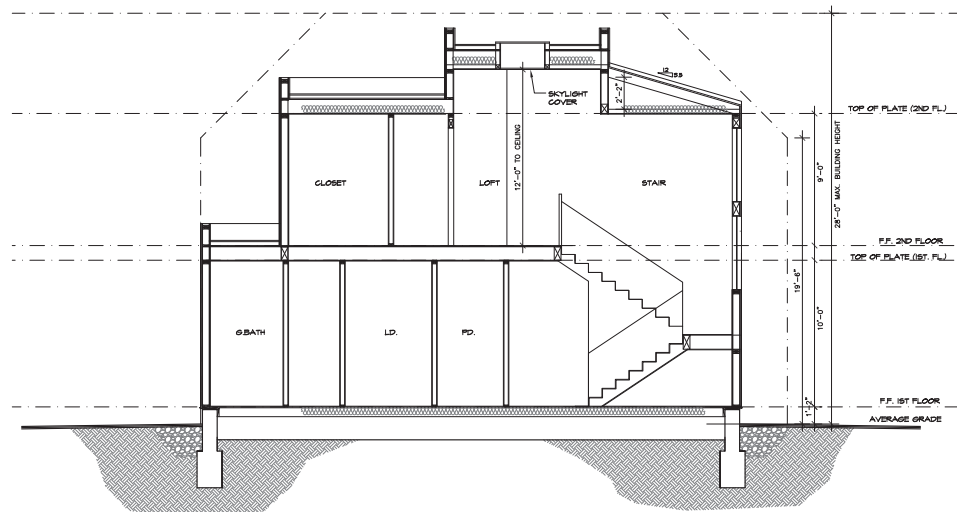
PROPOSED BUILDING
ELEVATIONS

PROPOSED RESIDENCE
845 WOODLAND AVE.
MENLO PARK, CA

Date: 02/25/22
Scale: AS-SHOWN
Drawn: L
Job:
Sheet:
A-3.1
Of Sheets



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



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

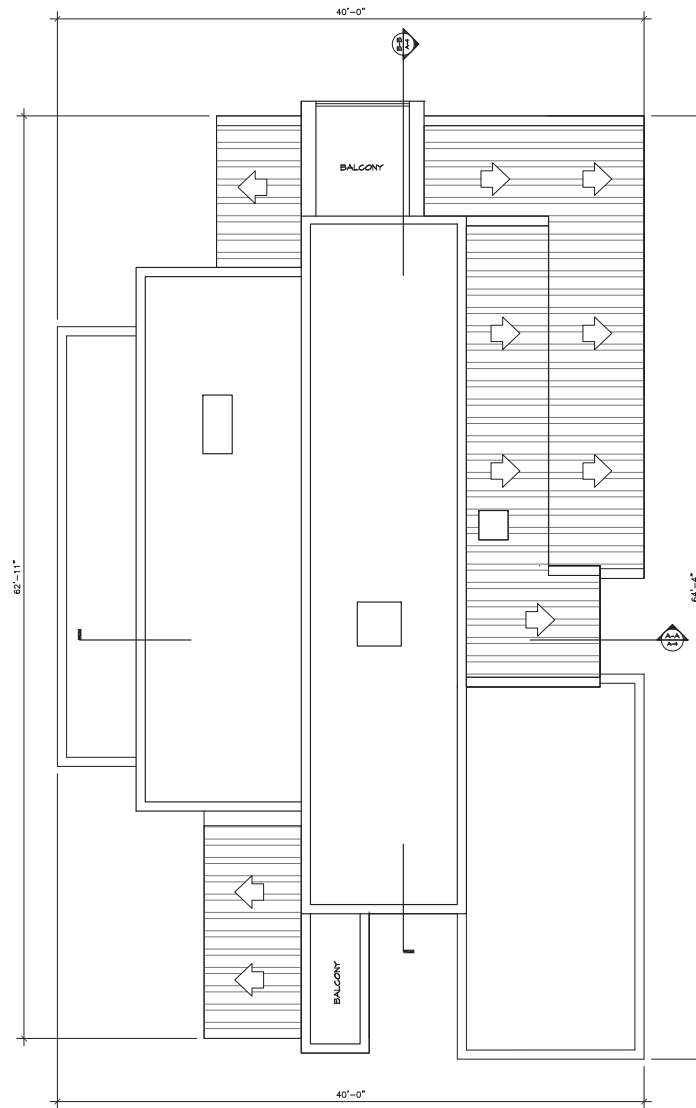
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BUILDING SECTIONS

PROPOSED RESIDENCE
845 WOODLAND AVE.
MENLO PARK, CA

Date:	02/25/22
Scale:	AS SHOWN
Drawn:	L
Job:	
Sheet:	A-4
Of Sheets	



1 PROPOSED ROOF PLAN
 SCALE: 1/4"=1'-0"
 NOTE: ROOF SLOPE: 55:12

REVISIONS	BY



PROPOSED ROOF PLANS

PROPOSED RESIDENCE
 845 WOODLAND AVE.
 MENLO PARK, CA

Date:	02/25/22
Scale:	AS-SHOWN
Drawn:	L
Job:	
Sheet:	A-5
Of Sheets	

TREE	NAME	SPECIES	DBH	STATUS	CANOPY	SUIT	CRZ	RIZ	RECOMMENDATION			
T02	CHINESE PISTACHE	<i>Platanus chinensis sempervirens</i>	9.5									
T01	AMERICAN PLUM	<i>Prunus americana</i>	2		STREET TREE	50	2	1.5	PRESERVE (DEVELOPMENT)			
T03	CAMELIA	<i>Camellia japonica</i>	3	2	2	1	UNPROTECTED	40	1	2	2.5	REMOVE (DEVELOPMENT)
T04	CAMELIA	<i>Camellia japonica</i>	3	1	1	UNPROTECTED	50	2	2	2.5	REMOVE (DEVELOPMENT)	
T05	CAMELIA	<i>Camellia japonica</i>	3	2	2	UNPROTECTED	80	1	2	2.5	REMOVE (DEVELOPMENT)	
T06	CAMELIA	<i>Camellia japonica</i>	4	4	2	UNPROTECTED	100	1	2	3.5	REMOVE (DEVELOPMENT)	
T07	LEMON	<i>Citrus limon</i>	5	5	3	UNPROTECTED	40	1	3	7.5	PRESERVE	
T08	COAST REDWOOD	<i>Sequoia sempervirens</i>	71		HERITAGE	308	1	24	53			PRESERVE
T09	COAST REDWOOD	<i>Sequoia sempervirens</i>	67		HERITAGE	406	1	22	50			PRESERVE
T10	COAST REDWOOD	<i>Sequoia sempervirens</i>	48		HERITAGE	309	1	16	36			PRESERVE
T11	GLOSSY PRIVET	<i>Ligustrum lucidum</i>	3	2	2	1	UNPROTECTED	100	3	2	2.5	PRESERVE
T12	RAYWOOD ASH	<i>Platanus raywoodii</i>	18		STREET TREE	200	2	6	14			PRESERVE
T13	MAYTEN	<i>Maytenus laevis</i>	9		UNPROTECTED	309	2	3	6.9			PRESERVE
T14	CHERRY	<i>Prunus serrulata</i>	7		UNPROTECTED	150	1	2	5.3			PRESERVE
T15	COAST REDWOOD	<i>Sequoia sempervirens</i>	36		HERITAGE	400	2	12	27			PRESERVE
T16	ATLAS CEDAR	<i>Cedrus atlantica</i>	11		UNPROTECTED	30N	1	4	8.3			PRESERVE

DBH = Trunk Diameter at Breast Height 4.5 feet (54 inches) above soil grade in inches.

STATUS = Tree Designation as defined within City of Menlo Park Municipal Code

CANOPY = Total tree canopy diameter in feet and aspect

(N= North, S= South, E=East, W=West and C= On Center).

SUITABILITY = Suitability for Preservation or the condition and contribution of a tree

without regard to proposed development

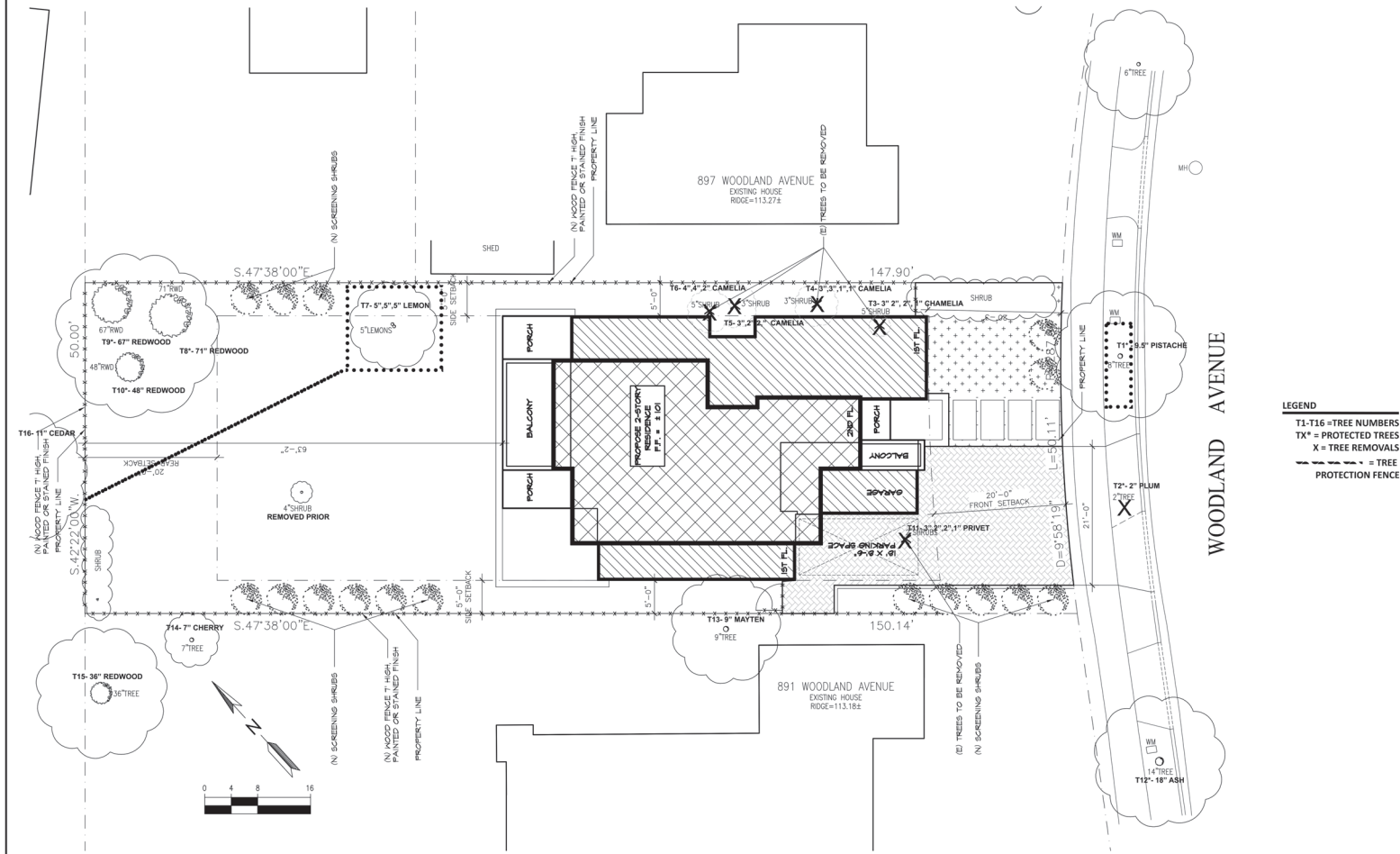
(1= Excellent, 2= Good, 3= Fair, 4= poor, 5=very poor).

CRZ = Critical Root Zone is the critical area where structural roots are likely to be located

(DBH times 4 in feet).

RIZ = Individual Tree Root Intrusion Zone represented as a radius in feet from trunk

location (Matheny J Clark).



CITY OF MENLO PARK MUNICIPAL CODE

13.24.020 Heritage tree defined.

As used in this chapter "heritage tree" means:

(1) A tree or group of trees of historical significance, special character or community benefit, specifically designated by resolution of the city council;

(2) An oak tree (*Quercus*) which is native to California and has a trunk with a circumference of 31.4 inches (diameter of tree (DBH) inches) or more, measured at fifty-four (54) inches above natural grade. Trees with more than one trunk shall be measured at the point where the trunks divide, which will be exempt from this section.

(3) All trees other than oaks which have a trunk with a circumference of 47.1 inches (diameter of fifteen (15) inches) or more, measured fifty-four (54) inches above natural grade.

Trees with more than one trunk shall be measured at the point where the trunks divide, with the exception of trees that are under twelve (12) feet in height, which will be exempt from this section.

(Ord. 928 § 1 (part), 2004).

13.24.070 Enforcement—Remedies for violation.

In addition to all other remedies set forth in this code or otherwise provided by law, the following remedies shall be available to the city for violation of this chapter:

(1) If a violation occurs during development, the city may issue a stop work order suspending and prohibiting further activity on the property pursuant to the grading, demolition, and/or building permits (including construction, inspection and issuance of certificates of occupancy) until a mitigation plan has been filed with and approved by the director of community development or his or her designee, agreed to in writing by the property owner(s), and either implemented or guaranteed by the posting of adequate security. The mitigation plan shall include measures for protection of any remaining trees on the property, and shall provide for replacement of each tree removed or heavily damaged on the property or at locations approved by the director of community development or his or her designee and by the director of public works. If replacement is to occur on public property, the replacement ratio shall be determined by the director of community development or his or her designee and shall be at a greater ratio than that required where tree removal is permitted pursuant to the provisions of this chapter.

(Ord. 928 § 1 (part), 2004).

TREE PROTECTION MEASURES:

1. THE PROPOSED DEMOLITION AND DEVELOPMENT IS LOCATED WITHIN THE ROOT INTRUSION ZONES OF EXISTING PROTECTED TREES AND SPECIAL RECOMMENDATIONS FOR DEMOLITION AND CONSTRUCTION ARE REQUIRED AND ADDRESSED WITHIN THIS PLAN AND AN ACCOMPANYING ARBORIST REPORT. ALL RECOMMENDATIONS SHALL BE IMPLEMENTED.

2. THE PROJECT ARBORIST SHALL MEET WITH THE GENERAL CONTRACTOR PRIOR TO ANY TREE REMOVAL, DEMOLITION OR CONSTRUCTION ACTIVITIES AND DISCUSS A CONSTRUCTION MANAGEMENT PLAN THAT INCLUDES THE TREE PROTECTION REQUIREMENTS WITHIN THIS PLAN AND DESIGNATE THE LOCATION OF THE ANY MATERIAL STORAGE, WASH OUTS, OFFICE MODULES, PORTABLE SANITATION, AND AREAS OF VEHICLE OR HEAVY EQUIPMENT ACCESS AND LOADING SHALL BE CLEARLY POSTED ON SITE THROUGHOUT THE DURATION OF THE DEVELOPMENT PROJECT. THE CONTRACTOR AGREES TO IMMEDIATELY NOTIFY THE PROJECT ARBORIST IF ROOTS ARE DAMAGED OR EXPOSED IF TRUNK OR BRANCHES ARE WOUNDED.

3. THE PROJECT ARBORIST SHALL DESIGNATE ANY TREE REMOVALS AND LOCATIONS OF TREE PROTECTION FENCING PRIOR TO ANY TREE REMOVAL, DEMOLITION OR CONSTRUCTION.

4. ALL TREE REMOVALS SHALL BE PERFORMED BY HAND USING LIGHT EQUIPMENT WITHOUT ANY DAMAGE TO RETAINED TREES. ALL STUMPS SHALL BE REMOVED BY HAND OR USING HAND OPERATED STUMP GRINDING MACHINERY WITHIN THE ROOT INTRUSION ZONES (RIZ) OF RETAINED TREES AND TO A DEPTH OF NO LESS THAN TWELVE (12) INCHES.

5. FOLLOWING TPA FENCE INSTALLATION, THE PROJECT ARBORIST SHALL INSPECT AND CONFIRM THAT TREE PROTECTION FENCING HAS BEEN INSTALLED ADEQUATELY AND PROVIDE A WRITTEN REPORT, WITH PHOTOGRAPHS, THAT SHALL BE SUBMITTED TO THE CITY OF MENLO PARK.

6. TREE PROTECTION AREA FENCING SHALL BE CONSTRUCTED OF NO LESS THAN 4-FOOT TALL METAL FENCING AND SUPPORTED BY NO MORE THAN 6-FOOT METAL POSTS ON NO LESS THAN 8-FOOT CENTERS UNLESS OTHERWISE DESIGNATED BY THE PROJECT ARBORIST.

7. RETAINED TREES NEAR EQUIPMENT ACCESS AREAS MAY HAVE THEIR TRUNKS WRAPPED WITH 2" X 4" WOODEN SLATS AND BOUND SECURELY EDGE TO EDGE WITHOUT NAILS, AS PADDING FROM GRADE TO 4 FEET ABOVE GRADE. A LAYER OF ORANGE PLASTIC CONSTRUCTION FENCING IS TO BE WRAPPED AND SECURED AROUND THE OUTSIDE OF THE WOODEN SLATS. MAJOR SCAFFOLD LIMBS MAY REQUIRE ADDITIONAL PROTECTION AS DETERMINED BY THE PROJECT ARBORIST.

8. ALL RETAINED TREES MAY BE MAINTENANCE PRUNED TO INCLUDE CLEANING, THINNING OF BRANCHES USING INTERNATIONAL SOCIETY OF ARBORICULTURE (ISA) INDUSTRY STANDARDS. THIS SHALL BE PERFORMED AFTER CONSTRUCTION IS COMPLETED.

9. THE PROJECT ARBORIST SHALL REVIEW ANY PLAN REVISIONS WITHIN THE TREE PROTECTION AREAS OF PRESERVED TREES. THIS INCLUDES, BUT NOT LIMITED TO, PLANS FOR DEMOLITION, EROSION CONTROL, IMPROVEMENTS, UTILITIES, DRAINAGE, GRADING, LANDSCAPING AND IRRIGATION.

10. THE PROJECT ARBORIST SHALL INSPECT THE SITE MONTHLY FOR THE ADEQUATE PERFORMANCE OF TREE PRESERVATION MEASURES AND DESIGNATE SOIL CUTTING AREAS WITHIN ROOT INTRUSION ZONES OF PROTECTED TREES AND ASSES, DOCUMENT, AND SUBMIT A REPORT TO THE CITY OF MENLO PARK OF ANY CHANGES IN THE HEALTH OF TREES SINCE THE LAST INSPECTION.

11. THE PROJECT ARBORIST SHALL INSPECT OR SUPERVISE ALL CONSTRUCTION ACTIVITIES WITHIN THE TREE PROTECTION AREAS AND WILL RECEIVE NO LESS THAN 72 HOUR NOTICE OF ANY PROPOSED ACTIVITIES WITHIN THE TREE PROTECTION ZONES OF RETAINED TREES AND THE PROJECT ARBORIST SHALL DOCUMENT AND PROVIDE ANY NECESSARY RECOMMENDATIONS TO THE CITY OF MENLO PARK.

12. EXCAVATION SHALL ONLY OCCUR WITHIN THE ROOT INTRUSION ZONES OF RETAINED TREES, SUCH AS UTILITY TRENCHES, WHEN DESIGNATED BY THE PROJECT ARBORIST. THESE WILL BE EXCAVATED BY HAND, USING HIGH-PRESSURE AIR SPADE, OR OTHER METHOD PRESERVING ROOTS OVER TWO INCHES IN DIAMETER, OR AS DESIGNATED BY THE PROJECT ARBORIST. ANY ROOTS OVER TWO (2") INCHES IN DIAMETER SHALL ONLY BE REMOVED UNDER THE DIRECT SUPERVISION OF THE PROJECT ARBORIST OR AS OTHERWISE DESIGNATED BY THE PROJECT ARBORIST. ALL ROOT CUTTING SHALL BE PERFORMED UNDER INDUSTRY STANDARD METHODS, DOCUMENTED, AND A WRITTEN REPORT WITH PHOTOGRAPHS PROVIDED BY THE PROJECT ARBORIST TO THE CITY OF MENLO PARK.

13. THE PROJECT ARBORIST SHALL INSPECT THE SITE FOLLOWING COMPLETION OF CONSTRUCTION, ASSESS TREE CONDITION, AND MAKE ANY NECESSARY RECOMMENDATIONS WITHIN THE FINAL ARBORIST REPORT THAT SHALL BE SUBMITTED TO THE CITY OF MENLO PARK.

14. THE PROJECT ARBORIST SHALL PROVIDE ANY FURTHER RECOMMENDATIONS TO MITIGATE IMPACTS TO INCLUDE, BUT NOT LIMITED TO, HAND EXCAVATION, AIR SPADE EXCAVATION, VERTICAL DRILLING HAND ROOT PRUNING, AND FERTILIZATION.

15. REMOVE TREES T2, T3, T4, T5, AND T6 AS DESIGNATED WITHIN ITEMS 3 AND 4.

16. THE PROJECT ARBORIST SHALL DIRECTLY SUPERVISE THE DEMOLITION OF THE EXISTING SHED THAT IS WITHIN THE ROOT INTRUSION ZONE OF REDWOOD TREES T8, T9, AND T10.

17. ANY PROPOSED LANDSCAPE WITHIN THE ROOT INTRUSION ZONE OF PROTECTED REDWOOD TREES (T8, T9, AND T10) SHALL BE DESIGNED TO MITIGATE ROOT LOSS. ANY DESIGN CHANGES TO THE DESIGN SHALL BE APPROVED BY THE PROJECT ARBORIST.

18. THE PROJECT ARBORIST SHALL DIRECTLY SUPERVISE AND DOCUMENT ANY DEMOLITION OR EXCAVATION WITHIN THE ROOT INTRUSION ZONE OF PROTECTED REDWOOD TREES T8, T9, AND T10 AS PER ITEM 12 OF THIS PLAN UNLESS OTHERWISE DIRECTED BY THE PROJECT ARBORIST.

19. THE PROJECT ARBORIST SHALL PROVIDE ANY FURTHER RECOMMENDATIONS TO MITIGATE IMPACTS TO INCLUDE, BUT NOT LIMITED TO, HAND EXCAVATION, AIR SPADE EXCAVATION, VERTICAL DRILLING HAND ROOT PRUNING, AND FERTILIZATION.

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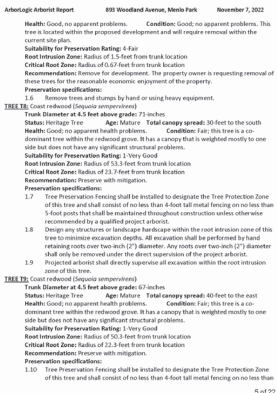
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PROPOSED RESIDENCE
845 WOODLAND AVE.
MENLO PARK, CA

**CITY OF MENLO PARK, CA
COMMUNITY DEVELOPMENT DEPARTMENT**

701 Laurel St
Menlo Park, CA 94025

Date: 3/20/22
RE: Planning review of a new 2,900.6 sq.ft. 2-story single-family residence with attached 1-car garage.

Address: 893 Woodland Ave. Menlo Park.

Dear Fahteen,

Thank you for your time in reviewing this project. We would propose a new 2 story house. The existing site sits at an inner rectangular lot. With a 1-story house and a detached garage. The lot frontage is southeast facing. There are good volume of existing screening trees around the north and northwest sides of the property.

The proposed new house will be built near the existing house location with attached 1-car garage. And provide bigger backyard and more green area which will give better buffer in between neighbor lands. This custom home has been carefully designed to reflect the Transitional Modern Style which combined with the pitch and flat roofs, stucco and wood siding wall finishes. The design reflects the scale and character of the neighborhood. With back porch and welcoming front porches to soften the building facade, also to bring more outdoor enjoyment.

The architectural style includes the following features:

1. Combined the smooth stucco and wood siding exterior wall finishes.
2. Combined metal pitch roofs and flat roofs
3. Covered porches for private & secure outdoor living
4. Balconies in the front and backyard
5. Recess entry door set in the front porch, back porch connects the family room and kitchen
6. Glass garage door.

Thank you very much for your consideration, and looking forward to work with you regarding this planning approval.

Sincerely

Leo Li
LEL DESIGN
408 657-9928

NEIGHBORHOOD OUTREACH:

I have visited the below neighbors in the last 2 weeks:

- 891 Woodland terrace, John & Marika, I spoke with John about my project, he is aware of it and read the plans, all he is asking me to build some trees along the fence next to his property. I agreed and more screening shrubs provided on the site plan.
- 889 Woodland terrace, Florence, I spoke with her, she said she was leaving to France on the next day, she won't be here on the hiring date, I gave her my email address to her, she has some concerns about the style of my project. I explained to her. She seems like disappointed.
- 867 Woodland terrace, Pankaj, he said he has read the plans and no issues for my project.
- 897 Woodland terrace, Naomi & Mark, I met with Mark, he gave me Naomi's email address, I had a zoom meeting with them on 03/04 and discussed the issues/comments.
- 101 Laurel Ave, Susan, I spoke with her, she is aware my project and no questions or concerns to my project.
- 105 Laurel Ave, Shelley, I tried three times but never got chance to meet with her or her family.
- 111 Laurel Ave, Kirsten, I spoke with her and we talked about the plan and the broken fence, I agreed to put out new fence between us.

Sincerely

Joyce He

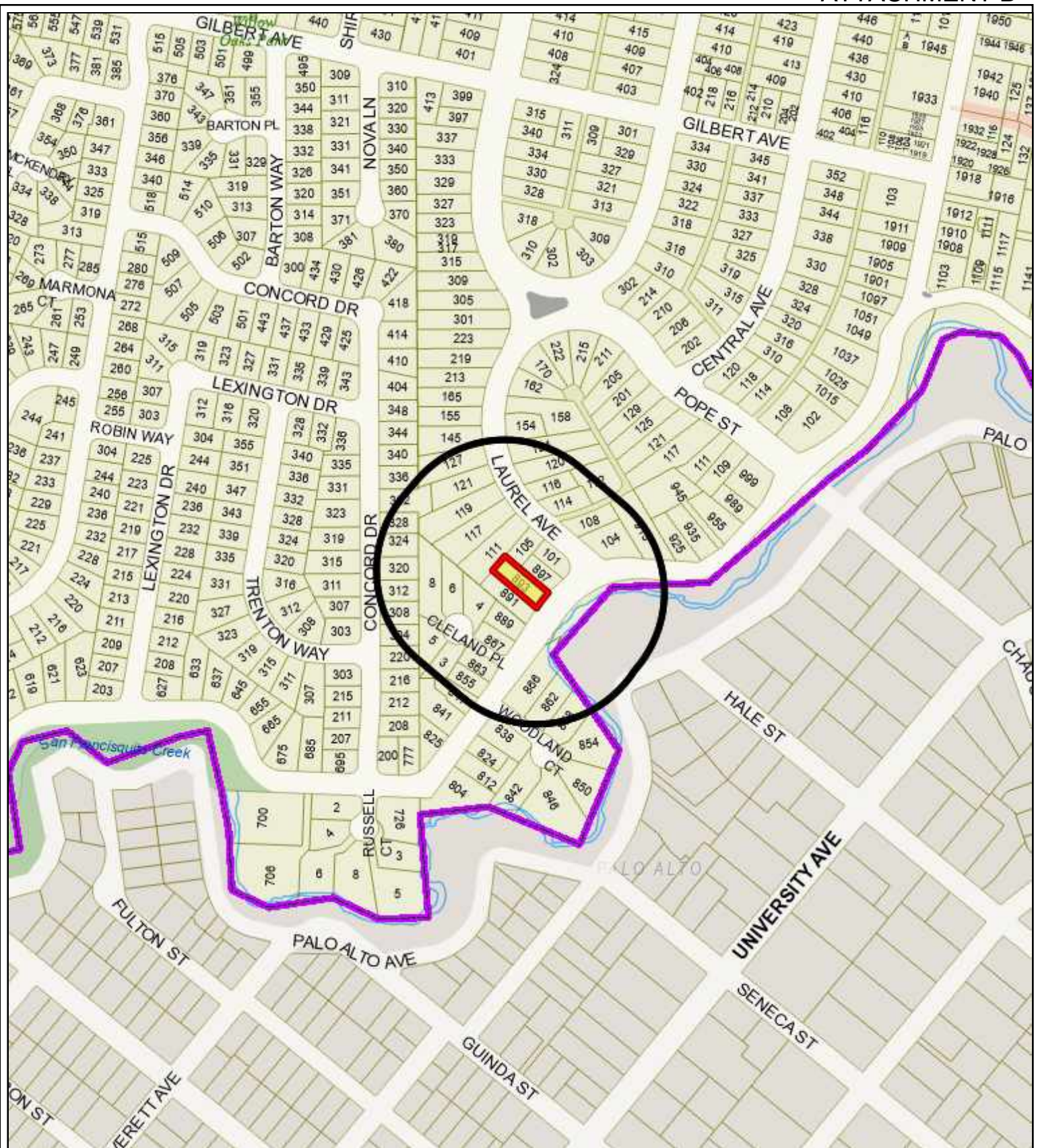
Owner of the 893 Woodland Ave.
408-882-9215

893 Woodland Avenue – Exhibit C: Conditions of Approval

LOCATION: 893 Woodland Avenue	PROJECT NUMBER: PLN2022-00022	APPLICANT: Leo Li	OWNER: Joyce He
CONDITIONS OF APPROVAL:			
<p>1. Approve the use permit subject to the following standard conditions:</p> <ul style="list-style-type: none"> a. The applicant shall be required to apply for a building permit within one year from the date of approval (by March 13, 2024) for the use permit to remain in effect. b. Development of the project shall be substantially in conformance with the plans prepared by LEL Design consisting of 15 plan sheets, dated received March 8, 2023 and approved by the Planning Commission on March 13, 2023, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. c. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project. d. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project. e. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes. f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division. g. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits. h. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report prepared by Arborlogic Consulting Arborists, dated November 7, 2022. i. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application. j. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings. k. Notice of Fees Protest – The applicant may protest any fees, dedications, reservations, or other exactions imposed by the City as part of the approval or as a condition of approval of this 			

893 Woodland Avenue – Exhibit C: Conditions of Approval

LOCATION: 893 Woodland Avenue	PROJECT NUMBER: PLN2022-00022	APPLICANT: Leo Li	OWNER: Joyce He
CONDITIONS OF APPROVAL:			
<p>development. Per California Government Code 66020, this 90-day protest period has begun as of the date of the approval of this application.</p> <p>2. Approve the use permit subject to the following <i>project-specific</i> conditions:</p> <p>a. Simultaneous with the submittal of a complete building permit application, the applicant shall apply for a heritage tree removal permit for street tree #2 (frontier elm), proposed to be removed for the expansion of the driveway, and revise the project plans to incorporate one minimum 24-inch box replacement tree within the front yard from the City's approved list of trees subject to review and approval by the City Arborist and Planning Division.</p>			



City of Menlo Park
Location Map
893 WOODLAND AVE



Scale: 1:4,000

Drawn By: FNK

Checked By: KTP

Date: 3/13/2023

Sheet: 1

	PROPOSED PROJECT	EXISTING PROJECT	ZONING ORDINANCE
Lot area	7,415 sf	7,415 sf	7,000 sf min
Lot width	50 ft	50 ft	65 ft min
Lot depth	148.9 ft	148.9 ft	100 ft min
Setbacks			
Front	20.3 ft	24.5 ft	20 ft min
Rear	63.2 ft	60.0 ft	20 ft min
Side (left)	5.0 ft	11.9 ft	5.0 ft
Side (right)	5.0 ft	4.9 ft	5.0 ft
Building coverage	2,147.8 sf	1,987 sf	2,595.3 sf max
	28.9 %	26.8 %	35.0 % max
FAL (Floor Area Limit)	sf	1,987 sf	2,903.8 sf max
Square footage by floor	1,592.8 sf-1st 1,079.8 sf-2nd 228 sf-garage 327 sf-porch	1,580 sf-1st 407 sf-garage	
Square footage of buildings	3,227.6 sf	1,987 sf	
Building height	27.0 ft	14.2 ft	28 ft max
Parking	1 covered space, 1 uncovered space,	2 covered spaces	1 covered and 1 uncovered space
	Note: Areas shown highlighted indicate a nonconforming or substandard situation		
Trees	Heritage trees 5*	Non-Heritage trees 11**	New trees 0
	Heritage trees 0 proposed for removal	Non-Heritage trees 5 proposed for removal	Total Number of trees 11

*Of these trees, one is a street tree (tree #12) and the remaining four are located on the neighboring property (trees 13, 14, 15 and 16).

** Tree #2 is a non-heritage street proposed for removal to accommodate the new expanded driveway.



ARBORIST REPORT

November 7, 2022

Arborist Development Impact Assessment
893 Woodland Avenue Development

893 Woodland Avenue, Menlo Park, California 94025
A.P.N. 016-351-002

Prepared for:
City of Menlo Park
Community Development: Planning Department

Prepared by:
ArborLogic Consulting Arborists
James Lascot, Principal Consulting Arborist
236 West Portal Ave. #311,
San Francisco, CA 94127
415.753.5022
jlascot@arborlogic.com

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ARBORIST ASSIGNMENT

An 'Arborist Development Impact Assessment' is used to aid in planning and plan review, for the identification/location of trees on the site during the design of the project, placement of structures, driveways, utilities, and construction activities.

It also is used to identify trees of designated size and species that are protected under the municipal or county code that is applicable for the site location. And if required by the governing agency, can be used to establish monetary values and responsibility for potential loss of tree resources for the property owner and the community.

ArborLogic Consulting Arborists have been contracted to inspect existing trees on this property, to provide an inventory with condition assessment, to determine potential negative impact from proposed construction activity, and to recommend impact mitigation measures to be considered on 'Heritage' trees as defined by the Town of Fairfax Municipal Code (Chapter 8.36. Trees).

Refer to Tree Protection Plan Sheet T-1 for tree locations and additional information.

SUMMARY

Consulting arborist, James Lascot, performed site visits and visual tree inspections on October 30, 2022. This site is a developed residential property that has proposed development that includes the demolition of the existing residence and the construction of a new residence with additional hardscape features. The subject trees consist of existing trees within the site plan and within 30 feet of the proposed development. The Subject Trees total sixteen (16) individuals consisting of ten (10) species. There are four subject trees located on neighboring property (T13, T14, T15, and T16). There are three Street Trees (T1, T2, and T12)

There are three redwood trees designated for retention that are Heritage sized trees (T8, T9, and T10) that are close to the existing shed that will be replaced. All of these trees will be fenced off within a tree protection area. Demolition of the rear shed, which is near the redwood tree T8, T9, and T10, shall be directly supervised by the project arborist, and any recommendations by the Project Arborist shall be implemented.

There is one protected Street Tree (Plum T2); and five unprotected trees (four camelias T3,T4,T5,T6, and one privet T11) that will require removal within the proposed plan.

There are not neighboring trees that appear to be affected by the proposed development.

RESOURCES

All information within this report is based on currently submitted plans and revisions as of the date of this report.

Resources are as follows:

- Existing Site Plan Sheet C.0 (October 15, 2021) Provided by WEC Associates, Architects, Palo Alto, California
- Proposed Site Plan Sheet A.0 (February 25, 2022) Provided by WEC Associates, Architects, Palo Alto, California
- City of Menlo Park California Municipal Code Chapter 13.24: Heritage Trees

SUBJECT TREE SUMMARY

TOTAL SUBJECT REMOVALS:

TREE REMOVAL FOR PROPOSED DEVELOPMENT:

'HERITAGE' size trees: Total = 0

'PROTECTED' size trees: Total = 5

1 American plum (*Prunus americana*) - T2*

'UNPROTECTED' size trees: Total =

4 Camellia (*Camelia japonica*) - T3, T4, T5, and T6

1 Glossy privet (*Ligustrum lucidum*) - T11

TREE REMOVAL (DEAD, DYING, DISEASED, HAZARDOUS, FALLEN, AND FLAMMABLE):

'HERITAGE' size trees: Total = 0

'UNPROTECTED' size trees: Total = 0

SUBJECT SPECIES LIST

SUBJECT TREES: Total = 10 trees

- 4 Coast redwood (*Sequoia sempervirens*) - T8**, T9**, T10**, and T15**
- 4 Camellia (*Camelia japonica*) - T3, T4, T5, and T6
- 1 Chinese pistache (*Pistache chinensis*) - T1*
- 1 American plum (*Prunus americana*) - T2*
- 1 Lemon (*Citrus limon*) – T7
- 1 Glossy privet (*Ligustrum lucidum*) - T11
- 1 Raywood Ash (*Fraxinus oxycarpa* 'Raywood') – T12*
- 1 Mayten (*Maytenus boaria*) - T13
- 1 Flowering Cherry (*Prunus serrulata*) – T14
- 1 Atlas cedar (*Cedrus atlantica*) – T16

* = Protected Street Tree

** = Heritage size protected tree

PROTECTED TREE RECOMMENDATION

TREE T1: Chinese Pistache (*Pistache chinensis*)**Trunk Diameter at 4.5 feet above soil grade:** 9.5-inches**Status:** Street Tree**Age:** Young**Total Canopy spread:** 30-feet on center**Health:** Good**Condition:** Fair; this tree appears to have begun lifting nearby pedestrian sidewalk pavement. The rise of sidewalk cement paving has had the edges of the lift grinded down to tolerable levels and no significant trip hazards exist at the time of out inspection.**Suitability for Preservation Rating:** 3-Fair**Root Intrusion Zone:** Radius of 4.8-feet from trunk location**Critical Root Zone:** Radius of 3.17-feet from trunk location**Recommendation:** Preserve with mitigation.**Preservation specifications:**

- 1.1 Tree Preservation Fencing shall be installed to designate the Tree Protection Zone of this tree and shall consist of no less than 4-foot tall metal fencing on no less than 5-foot posts that shall be maintained throughout construction unless otherwise recommended by a qualified project arborist.
- 1.2 Design any driveway or pathways at locations or elevations that would minimize soil cuts within the root zones of this tree.
- 1.3 Design any landscape hardscape within the root intrusion zone of this tree to minimize excavation depths. All excavation shall be performed by hand retaining roots over two-inch (2") diameter. Any roots over two-inch (2") diameter shall only be removed under the direct supervision of the project arborist.
- 1.4 Projected arborist shall directly supervise all excavation within the root intrusion zone of this tree.

TREE T2: American plum (*Prunus americana*)**Trunk Diameter at 4.5 feet above soil grade:** 2-inches**Status:** Street Tree**Age:** Young**Canopy spread:** 5-feet on center**Health:** Fair, limited shoot growth. **Condition:** Fair; this tree appears to have stunted growth. This tree is located within the proposed driveway and will require removal within the current site plan.**Suitability for Preservation Rating:** 4-Fair**Root Intrusion Zone:** Radius of 1.5-feet from trunk location**Critical Root Zone:** Radius of 0.67-feet from trunk location**Recommendation:** Remove for development. The property owner is requesting removal of these trees for the reasonable economic enjoyment of the property.**Preservation specifications:**

- 1.5 Remove tree and stump by hand or using heavy equipment.

TREE T3, 4, 5, and 6: Camelia (*Camelia japonica*)**Trunk Diameter at 4.5 feet above soil grade:** 3,2,2,1-inches; 3,3,1,1, inches; 3,2,2-inches; and 4,4,2-inches**Status:** Unprotected Trees**Age:** Young**Canopy spread:** 5-feet on center

Health: Good, no apparent problems. **Condition:** Good; no apparent problems. This tree is located within the proposed development and will require removal within the current site plan.

Suitability for Preservation Rating: 4-Fair

Root Intrusion Zone: Radius of 1.5-feet from trunk location

Critical Root Zone: Radius of 0.67-feet from trunk location

Recommendation: Remove for development. The property owner is requesting removal of these trees for the reasonable economic enjoyment of the property.

Preservation specifications:

- 1.6 Remove trees and stumps by hand or using heavy equipment.

TREE T8: Coast redwood (*Sequoia sempervirens*)

Trunk Diameter at 4.5 feet above grade: 71-inches

Status: Heritage Tree

Age: Mature

Total canopy spread: 30-feet to the south

Health: Good; no apparent health problems. **Condition:** Fair; this tree is a co-dominant tree within the redwood grove. It has a canopy that is weighted mostly to one side but does not have any significant structural problems.

Suitability for Preservation Rating: 1-Very Good

Root Intrusion Zone: Radius of 53.3-feet from trunk location

Critical Root Zone: Radius of 23.7-feet from trunk location

Recommendation: Preserve with mitigation.

Preservation specifications:

- 1.7 Tree Preservation Fencing shall be installed to designate the Tree Protection Zone of this tree and shall consist of no less than 4-foot tall metal fencing on no less than 5-foot posts that shall be maintained throughout construction unless otherwise recommended by a qualified project arborist.
- 1.8 Design any structures or landscape hardscape within the root intrusion zone of this tree to minimize excavation depths. All excavation shall be performed by hand retaining roots over two-inch (2") diameter. Any roots over two-inch (2") diameter shall only be removed under the direct supervision of the project arborist.
- 1.9 Projected arborist shall directly supervise all excavation within the root intrusion zone of this tree.

TREE T9: Coast redwood (*Sequoia sempervirens*)

Trunk Diameter at 4.5 feet above grade: 67-inches

Status: Heritage Tree

Age: Mature

Total canopy spread: 40-feet to the east

Health: Good; no apparent health problems. **Condition:** Fair; this tree is a co-dominant tree within the redwood grove. It has a canopy that is weighted mostly to one side but does not have any significant structural problems.

Suitability for Preservation Rating: 1-Very Good

Root Intrusion Zone: Radius of 50.3-feet from trunk location

Critical Root Zone: Radius of 22.3-feet from trunk location

Recommendation: Preserve with mitigation.

Preservation specifications:

- 1.10 Tree Preservation Fencing shall be installed to designate the Tree Protection Zone of this tree and shall consist of no less than 4-foot tall metal fencing on no less than

5-foot posts that shall be maintained throughout construction unless otherwise recommended by a qualified project arborist.

- 1.11 Design any structures or landscape hardscape within the root intrusion zone of this tree to minimize excavation depths. All excavation shall be performed by hand retaining roots over two-inch (2") diameter. Any roots over two-inch (2") diameter shall only be removed under the direct supervision of the project arborist.
- 1.12 Projected arborist shall directly supervise all excavation within the root intrusion zone of this tree.

TREE T10: Coast redwood (*Sequoia sempervirens*)

Trunk Diameter at 4.5 feet above grade: 48-inches

Status: Heritage Tree **Age:** Mature **Total canopy spread:** 30-feet to the west

Health: Good; no apparent health problems. **Condition:** Fair; this tree is a co-dominant tree within the redwood grove. It has a canopy that is weighted mostly to one side but does not have any significant structural problems.

Suitability for Preservation Rating: 1-Very Good

Root Intrusion Zone: Radius of 36-feet from trunk location

Critical Root Zone: Radius of 16-feet from trunk location

Recommendation: Preserve with mitigation.

Preservation specifications:

- 1.13 Tree Preservation Fencing shall be installed to designate the Tree Protection Zone of this tree and shall consist of no less than 4-foot tall metal fencing on no less than 5-foot posts that shall be maintained throughout construction unless otherwise recommended by a qualified project arborist.
- 1.14 Design any structures or landscape hardscape within the root intrusion zone of this tree to minimize excavation depths. All excavation shall be performed by hand retaining roots over two-inch (2") diameter. Any roots over two-inch (2") diameter shall only be removed under the direct supervision of the project arborist.
- 1.15 Projected arborist shall directly supervise all excavation within the root intrusion zone of this tree.

TREE T11: Glossy privet (*Ligustrum lucidum*)

Trunk Diameter at 4.5 feet above soil grade: 3,2,2,1-inches

Status: Unprotected Tree **Age:** Young **Canopy spread:** 10-feet on center

Health: Good, no apparent problems. **Condition:** Good; no apparent problems. This tree is located within the proposed development and will require removal within the current site plan.

Suitability for Preservation Rating: 4-Fair

Root Intrusion Zone: Radius of 1.5-feet from trunk location

Critical Root Zone: Radius of 0.67-feet from trunk location

Recommendation: Remove for development. The property owner is requesting removal of this tree for the reasonable economic enjoyment of the property.

Preservation specifications:

- 1.16 Remove tree and stump by hand or using heavy equipment.

TREE T12: Raywood ash (*Fraxinus oxycarpa* 'Raywood')

Trunk Diameter at 4.5 feet above grade: 18-inches

Status: Street Tree**Age:** Young **Canopy spread:** 20-feet on center**Health:** Good**Condition:** Fair; this tree appears to have begun lifting nearby pedestrian sidewalk pavement. The rise of sidewalk cement paving has had the edges of the lift grinded down to tolerable levels and no significant trip hazards exist at the time of out inspection. This tree is far enough away from the proposed development to have no negative impacts and no mitigation recommendations are required.**Suitability for Preservation Rating:** 2-Good**Root Intrusion Zone:** Radius of 13.5-feet from trunk location**Critical Root Zone:** Radius of 6-feet from trunk location**Recommendation:** Preserve with mitigation.**Preservation specifications:**

- 1.17 Tree Preservation Fencing shall be installed to designate the Tree Protection Zone of this tree and shall consist of no less than 4-foot tall metal fencing on no less than 5-foot posts that shall be maintained throughout construction unless otherwise recommended by a qualified project arborist.
- 1.18 Projected arborist shall directly supervise any excavation within the root intrusion zone of this tree.

ROOT INTRUSION ZONES (RIZ)

The above ground portions of trees can easily be seen and protected but what is often overlooked, within the construction setting, is the importance of protecting the root crown and underground roots of the tree to preserve structural integrity and physiological health. Most roots are located within the topsoil that may only be 6"-18" in depth. Cutting of roots, grade changes, soil compaction and chemical spills or dumping can negatively affect tree health, stability, and survival, and should be avoided.

A "Root Intrusion Zone", abbreviated as RIZ, is an industry standard based on the Matheny / Clark tree protection zone designation of an area surrounding an individual tree that is provided as protection for the tree trunk, structural roots, and root zone. A Root Intrusion Zone is a radius, in feet, from a tree trunk location formulated from tree trunk diameter, age, and species tolerance to construction impacts. An individual or group of Root Intrusion Zones are designated by a fenced protection area that we call a "Tree Protection Area" (TPA).

Tree protection shall include the location of fencing of tree protection area (TPA) to protect tree roots, foliar canopy, limbs, and may include the armoring of the tree trunk and/or scaffold limbs with barriers to prevent mechanical damage.

Once the TPA is delineated and fenced (prior to any site work, equipment and materials move in), construction activities are only to be permitted within the TPA if allowed for and specified by the project arborist. Restrictions and guidelines apply to the tree protection zones delineated within this report and trees protections plan (See the Tree Protection Plan Sheet T1 for Tree Protection recommendations).

CRITICAL ROOT ZONES (CRZ)

Critical Root Zone (CRZ) is the area of soil around the trunk of a tree where roots are located that provide critical stability, uptake of water and nutrients required for a tree's survival. The CRZ is the minimum distance from the trunk that trenching that requires root cutting should occur and can be calculated as three to the five times the trunk Diameter at Breast Height (DBH). For example, if a tree is one foot in trunk diameter then the CRZ is three to five feet from the trunk location. We will often average this as four times the trunk diameter or 1ft. DBH = 4ft. CRZ (Smiley, E.T., Fraedrich, B. and Hendrickson, N. 2007).

PROJECT ARBORIST DUTIES

The project arborist is the person(s) responsible for conducting technical tree inspections, assessment, arborist report preparation, consultation with designers and municipal planners, specifying tree protection measures, monitoring, progress reports and final inspection.

A qualified project arborist (or firm) should be designated, retained, and assigned to facilitate and insure tree preservation practices. He/she/they should perform the following inspections:

PROJECT ARBORIST INSPECTION SCHEDULE

- Inspection of site: Prior to Equipment and Materials Move In, Site Work, Demolition and Tree Removal: The Project Arborist will meet with the General Contractor, Architect / Engineer, and Owner or their representative to review tree preservation measures, designate tree removals, delineate the location of tree protection area fencing, specify equipment access routes and materials storage areas, review the existing condition of trees, and provide any necessary recommendations.
- Inspection of site: After installation of TPA fencing: Inspect site for the adequate installation of tree preservation measures. Review any requests by contractor for access, soil disturbance or excavation areas within root zones of protected trees. Assess any changes in the health of trees since last inspection.
- Inspection of site: During excavation or any activities that could affect trees: Inspect site during any activity within the Tree Protection Area of Protected trees and any recommendations implemented. Assess any changes in the health of trees since last inspection.
- Final Inspection of Site: Inspection of site following completion of construction. Inspect for tree health and make any necessary recommendations.

TREE REPLACEMENT PROGRAM

There is one Protected Street Tree proposed for removal to accommodate the property improvements. There are no Heritage or other protected size trees designated for removal. Replacement tree or trees may be included within the scope of site development landscape plan, or in-lieu payment to the City of Menlo Park, are to be determined by project landscape architect and the planning department.

TREE WORK STANDARDS AND QUALIFICATIONS

All tree work, removal, pruning, planting, shall be performed using industry standards as established by the International Society of Arboriculture. Contractor must have a State of California Contractors License for Tree Service (C61-D49) or Landscaping (C-27) with general liability, worker's compensation, and commercial auto/equipment insurance. Contractor standards of workmanship shall adhere to current Best Management Practices of the International Society of Arboriculture (ISA) and the American National Standards Institute (ANSI) for tree pruning, fertilization and safety (ANSI A300 and Z133.1).

TREE PROTECTION GUIDELINES

- (1) Before the start of any clearing, excavation, construction, or other work on the site, or the issuance of a building or demolition permit, every significant and/or protected tree shall be securely fenced-off at the tree root zone, or other limit as may be delineated in approved plans. Such fences shall remain continuously in place for the duration of the work undertaken within the development.
- (2) If the proposed development, including any site work, will encroach upon the tree root zone of a significant and/or protected tree, special measures shall be utilized, as approved by the project arborist, to allow the roots to obtain necessary oxygen, water, and nutrients.
- (3) Underground trenching shall avoid the major support and absorbing tree roots of significant and/or protected trees. If avoidance is impractical, hand excavation undertaken under the supervision of the project arborist may be required. Trenches shall be consolidated to service as many units as possible.
- (4) Concrete or asphalt paving shall not be placed over the root zones of significant and/or protected trees, unless otherwise permitted by the project arborist.
- (5) Artificial irrigation shall not occur within the root zone of indigenous oaks, unless deemed appropriate on a temporary basis by the project arborist to improve tree vigor or mitigate root loss.
- (6) Compaction of the soil within the tree root zone of significant and/or protected trees shall be avoided.
- (7) Any excavation, cutting, or filling of the existing ground surface within the tree root zone shall be minimized and subject to such conditions as the project arborist may impose. Retaining walls shall likewise be designed, sited, and constructed to minimize their impact on significant and/or protected trees.
- (8) Burning or use of equipment with an open flame near or within the tree root zone shall be avoided. All brush, earth, and other debris shall be removed in a manner that prevents injury to the significant tree.
- (9) Oil, gas, chemicals, or other substances that may be harmful to trees shall not be stored or dumped within the non-intrusion zone of any significant and/or protected tree, or at any other location on the site from which such substances might enter the tree root zone of a significant and/or protected tree.
- (10) Construction materials shall not be stored within the tree root zone of a significant and/or protected tree.

Additional general requirements for tree protection zones are described as follows:

1. Any new plantings within the root intrusion zone should be designed to be compatible with the cultural requirements of the retained tree(s), to include irrigation, plantings, and fertilizer application. In root intrusion zones where native drought tolerant trees are located, no summer irrigation should be installed, and no vegetation installed requiring excessive irrigation, such as turf and flowerbeds.
2. Surface drainage should not be altered to direct water into or out of the tree root intrusion zone unless specified by the consulting arborist as necessary to improve conditions for the tree.
3. Site drainage improvements should be designed to maintain the natural water flow and levels within tree retention areas. If water must be diverted, permanent irrigation systems should be provided to replace natural water sources for the trees.

TREE PROTECTION RECOMMENDATIONS

TREE PROTECTION MEASURES:

1. THE PROPOSED DEMOLITION AND DEVELOPMENT IS LOCATED WITHIN THE ROOT INTRUSION ZONES OF EXISTING PROTECTED TREES AND SPECIAL RECOMMENDATIONS FOR DEMOLITION AND CONSTRUCTION ARE REQUIRED AND ADDRESSED WITHIN THIS PLAN AND ACCOMPANYING ARBORIST REPORT. ALL RECOMMENDATIONS SHALL BE IMPLEMENTED.
2. THE PROJECT ARBORIST SHALL MEET WITH THE GENERAL CONTRACTOR PRIOR TO ANY TREE REMOVAL, DEMOLITION OR CONSTRUCTION ACTIVITIES AND DISCUSS A CONSTRUCTION MANAGEMENT PLAN THAT INCLUDES THE TREE PROTECTION REQUIREMENTS WITHIN THIS PLAN AND DESIGNATE THE LOCATION OF THE ANY MATERIAL STORAGE, WASH OUTS, OFFICE MODULES, PORTABLE SANITATION, AND AREAS OF VEHICLE OR HEAVY EQUIPMENT ACCESS AND EGRESS AND SHALL BE CLEARLY POSTED ON SITE THROUGHOUT THE DURATION OF THE DEVELOPMENT PROJECT. THE CONTRACTOR AGREES TO IMMEDIATELY NOTIFY THE PROJECT ARBORIST IF ROOTS ARE DAMAGED OR EXPOSED OR IF TRUNK OR BRANCHES ARE WOUNDED.
3. THE PROJECT ARBORIST SHALL DESIGNATE ANY TREE REMOVALS AND LOCATIONS OF TREE PROTECTION FENCING PRIOR TO ANY TREE REMOVAL, DEMOLITION OR CONSTRUCTION.
4. ALL TREE REMOVALS SHALL BE PERFORMED BY HAND USING LIGHT EQUIPMENT WITHOUT ANY DAMAGE TO RETAINED TREES. ALL STUMPS SHALL BE REMOVED BY HAND OR USING HAND OPERATED STUMP GRINDING MACHINERY WHEN WITHIN THE ROOT INTRUSION ZONES (RIZ) OF RETAINED TREES AND TO A DEPTH OF NO LESS THAN TWELVE (12) INCHES.
5. FOLLOWING TPA FENCE INSTALLATION, THE PROJECT ARBORIST SHALL INSPECT AND CONFIRM THAT TREE PROTECTION FENCING HAS BEEN INSTALLED ADEQUATELY AND PROVIDE A WRITTEN REPORT, WITH PHOTOGRAPHS, THAT SHALL BE SUBMITTED TO THE CITY OF MENLO PARK.
6. TREE PROTECTION AREA FENCING SHALL BE CONSTRUCTED OF NO LESS THAN 4-FOOT TALL METAL FENCING AND SUPPORTED BY NO LESS THAN 6-FOOT METAL POSTS ON NO LESS THAN 8-FOOT CENTERS UNLESS OTHERWISE DESIGNATED BY THE PROJECT ARBORIST.
7. RETAINED TREES NEAR EQUIPMENT ACCESS AREAS MAY HAVE THEIR TRUNKS WRAPPED WITH 2" X 4" WOODEN SLATS AND BOUND SECURELY EDGE TO EDGE, WITHOUT NAILS, AS PADDING FROM GRADE TO 8-FEET ABOVE GRADE. A LAYER OF ORANGE PLASTIC CONSTRUCTION FENCING IS

TO BE WRAPPED AND SECURED AROUND THE OUTSIDE OF THE WOODEN SLATS. MAJOR SCAFFOLD LIMBS MAY REQUIRE ADDITIONAL PROTECTION AS DETERMINED BY THE PROJECT ARBORIST.

8. ALL RETAINED TREES MAY BE MAINTENANCE PRUNED TO INCLUDE CLEANING, THINNING OF BRANCHES USING INTERNATIONAL SOCIETY OF ARBORICULTURE (ISA) INDUSTRY STANDARDS. THIS SHALL BE PERFORMED AFTER CONSTRUCTION IS COMPLETED.

9. THE PROJECT ARBORIST SHALL REVIEW ANY PLAN REVISIONS WITHIN THE TREE PROTECTION AREAS OF PRESERVED TREES. THIS INCLUDES, BUT NOT LIMITED TO, PLANS FOR DEMOLITION, EROSION CONTROL, IMPROVEMENTS, UTILITIES, DRAINAGE, GRADING, LANDSCAPING AND IRRIGATION.

10. THE PROJECT ARBORIST SHALL INSPECT THE SITE MONTHLY FOR THE ADEQUATE PERFORMANCE OF TREE PRESERVATION MEASURES AND DESIGNATE SOIL CUTTING AREAS WITHIN ROOT INTRUSION ZONES OF PROTECTED TREES AND ASSESS, DOCUMENT, AND SUBMIT A REPORT TO THE CITY OF MENLO PARK OF ANY CHANGES IN THE HEALTH OF TREES SINCE THE LAST INSPECTION.

11. THE PROJECT ARBORIST SHALL INSPECT OR SUPERVISE ALL CONSTRUCTION ACTIVITIES WITHIN THE TREE PROTECTION AREAS AND WILL RECEIVE NO LESS THAN 72 HOUR NOTICE OF ANY PROPOSED ACTIVITIES WITHIN THE TREE PROTECTION ZONES OF RETAINED TREES AND THE PROJECT ARBORIST SHALL DOCUMENT AND PROVIDE ANY NECESSARY RECOMMENDATIONS TO THE CITY OF MENLO PARK.

12. EXCAVATION SHALL ONLY OCCUR WITHIN THE ROOT INTRUSION ZONES OF RETAINED TREES, SUCH AS UTILITY TRENCHES, WHEN DESIGNATED BY THE PROJECT ARBORIST. THESE WILL BE EXCAVATED BY HAND, USING HIGH-PRESSURE AIR SPADE, OR OTHER METHOD PRESERVING ROOTS OVER TWO INCHES IN DIAMETER, OR AS DESIGNATED BY THE PROJECT ARBORIST. ANY ROOTS OVER TWO (2") INCHES IN DIAMETER SHALL ONLY BE REMOVED UNDER THE DIRECT SUPERVISION OF THE PROJECT ARBORIST OR AS OTHERWISE DESIGNATED BY THE PROJECT ARBORIST. ALL ROOT CUTTING SHALL BE PERFORMED UNDER INDUSTRY STANDARD METHODS, DOCUMENTED, AND A WRITTEN REPORT WITH PHOTOGRAPHS PROVIDED BY THE PROJECT ARBORIST TO THE CITY OF MENLO PARK.

13. THE PROJECT ARBORIST SHALL INSPECT THE SITE FOLLOWING COMPLETION OF CONSTRUCTION, ASSESS TREE CONDITION, AND MAKE ANY NECESSARY RECOMMENDATIONS WITHIN THE FINAL ARBORIST REPORT THAT SHALL BE SUBMITTED TO THE CITY OF MENLO PARK.

14. THE PROJECT ARBORIST SHALL PROVIDE ANY FURTHER RECOMMENDATIONS TO MITIGATE IMPACTS TO INCLUDE, BUT NOT LIMITED TO, HAND EXCAVATION, AIR SPADE EXCAVATION, VERTICAL DRILLING HAND ROOT PRUNING, AND FERTILIZATION.

SPECIFIC TREE PROTECTION:

15. REMOVE TREES T2, T3, T4, T5, T6, AND T11 AS DESIGNATED WITHIN ITEMS 3 AND 4.

16. THE PROJECT ARBORIST SHALL DIRECTLY SUPERVISE THE DEMOLITION OF THE EXISTING SHED THAT IS WITHIN THE ROOT INTRUSION ZONE OF REDWOD TREES T8, T9, AND T10.

17. ANY PROPOSED LANDSCAPE WITHIN THE ROOT INTRUSION ZONE OF PROTECTED REDWOOD TREES (T8, T9, AND T10) SHALL BE DESIGNED TO MITIGATE ROOT LOSS. ANY DESIGN CHANGES TO THE DESIGN SHALL BE APPROVED BY THE PROJECT ARBORIST .

18. THE PROJECT ARBORIST SHALL DIRECTLY SUPERVISE AND DOCUMENT ANY DEMOLITION OR EXCAVATION WITHIN THE ROOT INTRUSION ZONE OF PROTECTED REDWOOD TREES T8, T9, AND T10 AS PER ITEM 12 UNLESS OTHERWISE DIRECTED BY THE PROJECT ARBORIST.

PHOTOGRAPHS

PHOTOGRAPH NO. 1: Subject street trees tree T1 (center) and plum T2 left.



PHOTOGRAPH NO. 2: Subject Street tree T1 (center).



PHOTOGRAPH NO. 3: Subject pistache tree T1 (right) and its proximity to prior sidewalk root lift that has been mitigated by cement shaving.



PHOTOGRAPH NO. 4: Subject unprotected camelia shrubs T4 , T5, and T6 (left) to be removed.



PHOTOGRAPH NO. 5: Subject Heritage redwood trees T8, T9, and T10 (center) shall be protected throughout demolition and construction.



PHOTOGRAPH NO. 6: Subject unprotected lemon tree (far center) shall be preserved. Note there is no evidence of unprotected 6" tree as shown on Topographic Survey.



PHOTOGRAPH NO. 7: Subject unprotected privet tree T11 (center) that will be removed for the proposed development.



PHOTOGRAPH NO. 8: Subject protected street tree (ash T12) on neighboring property. Note: this tree is far enough from the 893 Woodland Avenue property to not be affected by the proposed development.



PHOTOGRAPH NO. 9: Subject ash tree T12 (left) showing nearby sidewalk lifting and cement shaving to reduce pedestrian trip hazard.



PHOTOGRAPH NO. 10: Subject mayten tree T13 (center) that will not have house foundation within its critical root zone.



PHOTOGRAPH NO. 11: Subject mayten tree T13 (center) that will not have house foundation within its critical root zone.



PHOTOGRAPH NO. 12: Subject cherry tree T14 (center) that will not have excavation within its critical root zone.



PHOTOGRAPH NO. 13: Subject neighboring redwood tree T15 (center) that will not have development within its critical root zone.



PHOTOGRAPH NO. 14: Subject cedar tree T16 (center) that will not have house foundation within its critical root zone.



CITY OF MENLO PARK MUNICIPAL CODE**Chapter 13.24 - HERITAGE TREES****Sections:**

- 13.24.010 Intent and purpose.
- 13.24.020 Heritage tree defined.
- 13.24.025 Maintenance and preservation of heritage trees.
- 13.24.030 Removal and major pruning of heritage trees prohibited.
- 13.24.040 Permits.
- 13.24.060 Appeals.
- 13.24.070 Enforcement—Remedies for violation.

13.24.010 Intent and purpose.

This chapter is adopted because the city has been forested by stands of oak, bay and other trees, the preservation of which is necessary for the health and welfare of the citizens of this city in order to preserve the scenic beauty and historical value of trees, prevent erosion of topsoil and sedimentation in waterways, protect against flood hazards and landslides, counteract the pollutants in the air, maintain the climatic balance and decrease wind velocities. It is the intent of this chapter to establish regulations for the removal of heritage trees within the city in order to retain as many trees as possible consistent with the purpose of this chapter and the reasonable economic enjoyment of private property. (Ord. 928 § 1 (part), 2004).

13.24.020 Heritage tree defined.

As used in this chapter "heritage tree" means:

- (1) A tree or group of trees of historical significance, special character or community benefit, specifically designated by resolution of the city council;
- (2) An oak tree (*Quercus*) which is native to California and has a trunk with a circumference of 31.4 inches (diameter of ten (10) inches) or more, measured at fifty-four (54) inches above natural grade. Trees with more than one trunk shall be measured at the point where the trunks divide, with the exception of trees that are under twelve (12) feet in height, which will be exempt from this section.
- (3) All trees other than oaks which have a trunk with a circumference of 47.1 inches (diameter of fifteen (15) inches) or more, measured fifty-four (54) inches above natural grade. Trees with more than one trunk shall be measured at the point where the trunks divide, with the exception of trees that are under twelve (12) feet in height, which will be exempt from this section. (Ord. 928 § 1 (part), 2004).

13.24.025 Maintenance and preservation of heritage trees.

Any person who owns, controls, has custody or possession of any real property within the city shall use reasonable efforts to maintain and preserve all heritage trees located thereon in a state of good health pursuant to the provisions of this chapter. Failure to do so shall constitute a violation of this chapter. Any person who conducts any grading, excavation, demolition or construction activity on property shall do so in such a manner as to not threaten the health or viability or cause the removal of any heritage tree. Any work performed within an area ten (10) times the diameter of the tree (i.e., the tree protection zone) shall require submittal of a tree protection plan for review and approval by the director of community

development or his or her designee prior to issuance of any permit for grading or construction. The tree protection plan shall be prepared by a certified arborist and shall address issues related to protective fencing and protective techniques to minimize impacts associated with grading, excavation, demolition and construction. The director of community development or his or her designee may impose conditions on any city permit to assure compliance with this section. (Ord. 928 § 1 (part), 2004).

13.24.030 Removal and major pruning of heritage trees prohibited.

It is unlawful for any person to remove, or cause to be removed any heritage tree from any parcel of property in the city, or prune more than one-fourth of the branches or roots within a twelve (12) month period, without obtaining a permit; provided, that in case of emergency, when a tree is imminently hazardous or dangerous to life or property, it may be removed by order of the police chief, fire chief, the director of public works or their respective designees. Any person who vandalizes, grievously mutilates, destroys or unbalances a heritage tree without a permit or beyond the scope of an approved permit shall be in violation of this chapter. (Ord. 928 § 1 (part), 2004).

13.24.040 Permits.

Any person desiring to remove one or more heritage trees or perform major pruning as described in Section 13.24.030 shall apply for a permit pursuant to procedures established by the director of public works and shall pay a fee established by the city council. It is the joint responsibility of the property owner and party removing the heritage tree or trees, or portions thereof to obtain the permit. The director of public works or his or her designee may only issue a permit for the removal or major pruning of a heritage tree if he or she determines there is good cause for such action. In determining whether there is good cause, the director of public works or his or her designee shall give consideration to the following:

- (1) The condition of the tree or trees with respect to disease, danger of falling, proximity to existing or proposed structures and interference with utility services;
- (2) The necessity to remove the tree or trees in order to construct proposed improvements to the property;
- (3) The topography of the land and the effect of the removal of the tree on erosion, soil retention and diversion or increased flow of surface waters;
- (4) The long-term value of the species under consideration, particularly lifespan and growth rate;
- (5) The ecological value of the tree or group of trees, such as food, nesting, habitat, protection and shade for wildlife or other plant species;
- (6) The number, size, species, age distribution and location of existing trees in the area and the effect the removal would have upon shade, privacy impact and scenic beauty;
- (7) The number of trees the particular parcel can adequately support according to good arboricultural practices;
- (8) The availability of reasonable and feasible alternatives that would allow for the preservation of the tree(s). (Ord. 928 § 1 (part), 2004).

13.24.060 Appeals.

Any Menlo Park resident or property owner may appeal the decision of the director of public works or his or her designee to the environmental quality commission in writing within fifteen (15) days after his or her decision. Such a request shall be submitted to the city clerk and it shall state the reasons for the appeal. The matter will be reviewed by the commission at its earliest opportunity. Any Menlo Park resident or

property owner may appeal the decision of the environmental quality commission to the city council in writing within fifteen (15) days after the decision of the commission. Such a request shall be submitted to the city clerk and it shall state the reasons for the appeal. The matter will be reviewed by the city council at its earliest opportunity. A permit shall not be issued until all appeals are completed and/or the time for filing an appeal has expired. (Ord. 928 § 1 (part), 2004).

13.24.070 Enforcement—Remedies for violation.

In addition to all other remedies set forth in this code or otherwise provided by law, the following remedies shall be available to the city for violation of this chapter:

- (1) If a violation occurs during development, the city may issue a stop work order suspending and prohibiting further activity on the property pursuant to the grading, demolition, and/or building permit(s) (including construction, inspection and issuance of certificates of occupancy) until a mitigation plan has been filed with and approved by the director of community development or his or her designee, agreed to in writing by the property owner(s), and either implemented or guaranteed by the posting of adequate security. The mitigation plan shall include measures for protection of any remaining trees on the property, and shall provide for replacement of each tree removed or heavily damaged on the property or at locations approved by the director of community development or his or her designee and by the director of public works, if replacement is to occur on public property. The replacement ratio shall be determined by the director of community development or his or her designee and shall be at a greater ratio than that required where tree removal is permitted pursuant to the provisions of this chapter.
- (2) If a violation occurs in the absence of development, or while an application for a building permit or discretionary development approval for the lot upon which the tree is located is pending, the director of community development or his or her designee may issue a temporary moratorium on development of the subject property, not to exceed eighteen (18) months from the date the violation occurred. The purpose of the moratorium is to provide the city an opportunity to study and determine appropriate mitigation measures for the tree removal, and to ensure measures are incorporated into any future development approvals for the property. Mitigation measures as determined by the director of community development or his or her designee shall be imposed as a condition of any subsequent permits for development on the subject property.
- (3) As part of a civil action brought by the city, a court may assess against any person who commits, allows, or maintains a violation of any provision of this chapter a civil penalty in an amount not to exceed five thousand dollars (\$5,000.00) per violation. Where the violation has resulted in removal of a tree, the civil penalty shall be in an amount not to exceed five thousand dollars (\$5,000.00) per tree unlawfully removed, or the replacement value of each such tree, whichever amount is higher. Such amount shall be payable to the city. Replacement value for the purposes of this section shall be determined utilizing the most recent edition of the Guide for Plant Appraisal, published by the Council of Tree and Landscape Appraisers. Regarding injunctive relief, a civil action may be commenced to abate, enjoin, or otherwise compel the cessation of such violation. In any civil action brought pursuant to this chapter in which the city prevails, the court shall award to the city all costs of investigation and preparation for trial, the costs of trial, reasonable expenses including overhead and administrative costs incurred in prosecuting the action, and reasonable attorney fees. (Ord. 928 § 1 (part), 2004).

ASSUMPTIONS AND LIMITING CONDITIONS

ArborLogic, James Lascot

1. Any legal description provided to the consultant / appraiser is assumed to be correct. Any titles and ownerships to any property are assumed to be good and marketable. No responsibility is assumed for matters legal in character. All property is appraised or evaluated as though free and clear, under responsible ownership and competent management.
2. It is assumed that any property is not in violation of any applicable codes, ordinances, statutes, or other government regulations.
3. Care has been taken to obtain all information from reliable sources. All data has been verified as far as possible; however, the consultant / appraiser can neither guarantee nor be responsible for the accuracy of information provided by others.
4. The consultant / appraiser shall not be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services as described in the fee schedule and contract of engagement.
5. Unless required by law otherwise, possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the person to whom it is addressed, without the prior expressed written or verbal consent of the consultant / appraiser.
6. Unless required by law otherwise, neither all nor any part of the contents of this report, nor copy thereof, shall be conveyed by anyone, including the client, to the public through advertising, public relations, news, sales or other media, without the prior expressed written or verbal consent of the consultant / appraiser -- particularly as to value conclusions, identity of the consultant / appraiser, or any reference to any professional society or institute or to any initialed designation conferred upon the consultant / appraiser as stated in his qualifications.
7. This report and any values expressed herein represent the opinion of the consultant / appraiser, and the consultant's / appraiser's fee is in no way contingent upon the reporting of a specified value, a stipulated result, the occurrence of a subsequent event, nor upon any finding to be reported.
8. Sketches, drawings, and photographs in this report, being intended for visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys unless expressed otherwise. The reproduction of any information generated by architects, engineers, or other consultants on any sketches, drawings, or photographs is for the express purpose of coordination and ease of reference only. Inclusion of said information on any drawings or other documents does not constitute a representation by ArborLogic and James Lascot as to the sufficiency or accuracy of said information.
9. Unless expressed otherwise: a) information contained in this report covers only those items that were examined and reflects the condition of those items at the time of inspection; and b) the inspection is limited to visual examination of accessible items without dissection, excavation, probing, or coring. There is no warranty or guarantee, expressed or implied, that problems or deficiencies of the plants or property in question may not arise in the future.
10. Loss or alteration of any part of this report invalidates the entire report.



James Lascot
ArborLogic Principal / Consulting Arborist
ISA certified arborist WE-2110

TREE INVENTORY

TREE	SPECIES	DBH(1)				CONDITION	CANOPY(2)	SUIT(3)	RIZ(4)	CRZ(5)	LOSS(6)	RECOMMENDATION
T01	CHINESE PISTACHE	10	0	0	0	FAIR	30C	2	5	3	0%	PRESERVE
	STREET TREE	DESCRIPTION:				Current lifting of nearby sidewalk pavement.			LOCATION: Street Tree			
T02	AMERICAN PLUM	2	0	0	0	FAIR	5C	2	2	1	0%	REMOVE (DEVELOPMENT)
	STREET TREE	DESCRIPTION:				Stunted growth.			LOCATION: Applicant's Property			
T03	CAMELIA	3	2	2	1	GOOD	4C	1	3	2	0%	REMOVE (DEVELOPMENT)
	UNPROTECTED	DESCRIPTION:				No apparent problems.			LOCATION: Applicant's Property			
T04	CAMELIA	3	3	1	1	FAIR	5C	2	3	2	0%	REMOVE (DEVELOPMENT)
	UNPROTECTED	DESCRIPTION:				Topped canopy.			LOCATION: Applicant's Property			
T05	CAMELIA	3	2	2	0	GOOD	8C	1	3	2	0%	REMOVE (DEVELOPMENT)
	UNPROTECTED	DESCRIPTION:				No apparent problems.			LOCATION: Applicant's Property			
T06	CAMELIA	4	4	2	0	GOOD	10C	1	4	2	0%	REMOVE (DEVELOPMENT)
	UNPROTECTED	DESCRIPTION:				No apparent problems.			LOCATION: Applicant's Property			
T07	LEMON	5	5	5	0	GOOD	4C	1	8	3	0%	PRESERVE
	UNPROTECTED	DESCRIPTION:				No apparent problems.			LOCATION: Applicant's Property			
T08	COAST REDWOOD	71	0	0	0	GOOD	30S	1	53	24	0%	PRESERVE
	HERITAGE	DESCRIPTION:				No apparent problems.			LOCATION: Applicant's Property			
T09	COAST REDWOOD	67	0	0	0	GOOD	40E	1	50	22	0%	PRESERVE
	HERITAGE	DESCRIPTION:				No apparent problems.			LOCATION: Applicant's Property			
T10	COAST REDWOOD	48	0	0	0	GOOD	30W	1	36	16	0%	PRESERVE
	HERITAGE	DESCRIPTION:				No apparent problems.			LOCATION: Applicant's Property			
T11	GLOSSY PRIVET	3	2	2	1	FAIR	10C	3	3	2	0%	REMOVE (DEVELOPMENT)
	UNPROTECTED	DESCRIPTION:				Narrow trunk attachments.			LOCATION: Applicant's Property			
T12	RAYWOOD ASH	18	0	0	0	FAIR	20C	2	14	6	0%	PRESERVE
	STREET TREE	DESCRIPTION:				Current lifting of nearby sidewalk pavement.			LOCATION: Street Tree			
T13	MAYTEN	9	0	0	0	FAIR	30N	2	7	3	0%	PRESERVE
	UNPROTECTED	DESCRIPTION:				Narrow trunk attachments.			LOCATION: Neighbor Tree			
T14	CHERRY	7	0	0	0	GOOD	15C	1	5	2	0%	PRESERVE
	UNPROTECTED	DESCRIPTION:				No apparent problems.			LOCATION: Neighbor Tree			

TREE INVENTORY

TREE	SPECIES	DBH(1)				CONDITION	CANOPY(2)	SUIT(3)	RIZ(4)	CRZ(5)	LOSS(6)	RECOMMENDATION
T15	COAST REDWOOD	36	0	0	0	GOOD	40C	2	27	12	0%	PRESERVE
	HERITAGE	DESCRIPTION:				Two co-dominant trunks with possible narrow attachments.			LOCATION: Neighbor Tree			
T16	ATLAS CEDAR	11	0	0	0	GOOD	30N	1	8	4	0%	PRESERVE
	UNPROTECTED	DESCRIPTION:				No apparent problems.			LOCATION: Neighbor Tree			

(1) Trunk Diameter at 4.5 feet (54 inches) above soil grade. Measured in inches.

(2) Total Tree Canopy Diameter in Feet and Aspect (N = North, S = South, E = East, W = West, and C = On Center)

(3) Tree Suitability for Preservation determined by individual health, condition and species desirability. (1-Excellent. 5-Poor)

(4) Tree Root Intrusion Zone (radius in feet from trunk location).

(5) Tree Critical Root Zone (radius in feet from trunk location).

(6) Expected Root Loss due to construction.

See Specifications for Tree Protection / Root Intrusion Zones within Arborist Report.

March 6, 2023

Fahteen Khan
Associate Planner, City of Menlo Park

Re: Proposed Project at 893 Woodland Avenue

Ms. Khan,

We are owners of the adjacent house at 897 Woodland, where we have lived since 1990. Please include these comments in the information packet for the March 13 Planning Commission meeting. This letter supersedes earlier comments sent on June 11, 2022 and February 23, 2023. Several of the earlier comments were resolved in a call with Joyce He (owner) and Leo Li (architect).

First, we would like to convey to the Planning Commission that we greatly regret the trend of replacing small, older houses with large spec houses that are affordable only by the very wealthy. When we purchased our home, the Willows neighborhood was affordable for middle-income families. The new houses sell for over three million dollars, requiring an annual income of over \$1.5 million. Menlo Park's efforts to provide affordable housing will be useless when even those with six-figure incomes require subsidies to live in the area. We also feel that the proposed house is out of character with the immediate neighborhood, where all recent remodels have retained one story construction.

Please consider the comments below. We are requesting the resolution to our concerns to be noted in the approval conditions for this project.

1. Heat pumps. We are concerned about noise from the heat pump fans, as the units are located near the property line and close to our bedroom. None of the surrounding houses have air conditioning; it is very quiet at night after SFO jet traffic ends. We value that quiet greatly. The limits of 60 DB in the day and 50 DB at night may not be sufficiently protective of noise pollution. The following measures to reduce noise would allay our concerns.

- Install high-quality-brand, variable speed units (<55 DB max).
- Place the units with the fans pointing toward the 893 back fence, not our property
- Install them on a concrete pad with a rubber mat, to reduce vibration noise.
- Install a soundproof enclosure. An enclosure will be needed anyway, to keep the redwood tree litter from damaging the fans.

Mr. Li stated that the pumps will be low-speed, variable type units, on a 3-inch concrete pad. We will determine if the plans address our concerns after we receive details of the model and specifications of the equipment.

2. Rear balcony. The rear balcony impacts the privacy of our yard and the neighbors' yards. The architect has proposed 5-foot screens on either side of the balcony. This is acceptable to us. We ask that this resolution be noted in the approval conditions.

3. Lighting. We are concerned about light from the stairwell window shining into our bedrooms on hot nights when we keep windows and shades open for ventilation. We would like to see an opaque shade or external treatment such as a lattice on that window, to reduce artificial light at night. We also request there be no outside lighting on the side facing our house unless it is on a motion detector.

4. **Sewer Line.** We were informed by workers replacing the sewer main that the 893 sewer tees into our line. The location of the tee is unknown and may require excavation on our driveway. The building plans will need to address this.

5. **Drainage.** The natural land slope is away from the creek toward the northwest. Runoff from our driveway flows between our garage and 893 Woodland. A new fence is proposed along the 893 property boundary, where currently there is none. Unless runoff can flow under the fence, water will pool against it and rot the fence and our garage. The architect has proposed to install a gravel swale to absorb runoff. We need clarification on the swale position relative to the property boundary, to understand whether this will solve the problem.

6. **Trees.** We strongly support the arborist plan for protection of the three heritage redwoods, and ask that no modifications to the plan be allowed that could damage the roots.

Sincerely,

Naomi Goodman and Mark Peairs
897 Woodland Ave.
Menlo Park
650-322-2124



STAFF REPORT

Planning Commission

Meeting Date:

3/13/2023

Staff Report Number:

23-020-PC

Public Hearing:

Consider and adopt a resolution to approve a use permit revision and architectural control to make landscaping modifications, expand the artificial lake for additional recycled water storage and construct three carports and two pergolas which would provide solar arrays, to the existing Sharon Heights Golf and Country Club in the OSC (Open Space and Conservation) zoning district, at 2900 Sand Hill Road

Recommendation

Staff recommends that the Planning Commission adopt a resolution approving a use permit revision and architectural review to make landscaping modifications to the existing Sharon Heights Golf and Country Club in the OSC (Open Space and Conservation) zoning district, at 2900 Sand Hill Road. The proposed work includes grading changes, irrigation improvements, new pathways, and landscaping throughout the fairways. The proposal also includes an expansion of the artificial lake for additional recycled water storage. The project also includes a request for architectural control to construct three carports on the main parking lot adjacent to the existing clubhouse and two pergolas adjacent to the existing clubhouse and pool deck, which would provide solar arrays. The City Arborist conditionally approved the removal of 258 heritage trees for the proposed project. The draft resolution, including the recommended actions and conditions of approval, is included as Attachment A.

Policy Issues

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

Background

Site location

The Sharon Heights Golf and Country Club (SHGCC) is located at 2900 Sand Hill Road, near the junction of Interstate 280 and Sand Hill Road in the OSC (Open Space and Conservation) zoning district. The golf course and associated facilities are located on multiple contiguous properties comprising approximately 111 acres on property that is owned or leased by the SHGCC.

The SHGCC encircles the multi-building office development located at 3000 Sand Hill Road, which is zoned C-1-C(X) (Administrative, Professional and Research District, Restrictive – Conditional), the

townhome developments located along Sand Hill Circle, which are zoned R-2(X) (Low Density Apartment District – Conditional), and the townhome and condominium developments located at the western terminus of Sharon Park Drive, which are zoned R-3-A(X) (Garden Apartment Residential District– Conditional). Single-family residences, located within the Town of Atherton, are located to the north of the project site.

The Sharon Heights neighborhood and Sharon Park are located to the east of the SHGCC, containing a mixture of lower density residential zoning, including properties that are zoned R-1-S (Single Family Suburban Residential) and R-E-S (Residential Estate Suburban). To the southeast, several commercial offices are located along the northern side of Sand Hill Road that are zoned C-1-C (Administrative, Professional and Research, Restrictive), and the Rosewood Sand Hill hotel complex is located along the southern side of the street, zoned C-4(X) (General Commercial – Conditional). The SLAC National Accelerator Laboratory is also located to the south of Sand Hill Road, in Unincorporated San Mateo County. A location map is included as Attachment B.

Analysis

Background

Since 1962, the Sharon Heights Golf and Country Club (“SHGCC”) has been operating a private recreational facility on an approximately 111-acre site consisting of multiple contiguous parcels. Recreational facilities at the subject site include an 18-hole golf course, tennis courts, a swimming pool, a clubhouse, a restaurant, and associated facilities. Use of these facilities is generally restricted to club members. In 2000, SHGCC received use permit approval to construct its current clubhouse.

In March 2012, SHGCC received a use permit to allow for the annual Fourth of July Celebration event to occur at the site, including a fireworks display, children’s carnival, and amplified music. In August 2012, SHGCC received use permit and architectural control approval to construct a new maintenance yard and to store and use hazardous materials. In September 2013, SHGCC received a use permit revision to allow a membership increase from 550 to 680 members. In March 2015, SHGCC received a use permit revision and architectural control approval to allow an expansion of the clubhouse facilities, including an addition to the existing clubhouse building, demolition of an existing pool building, construction of a new pool building with indoor and outdoor dining areas, and construction of a new movement building for fitness classes and wellness activities.

In July 2022, SHGCC received architectural control approval to allow construction of new pedestrian and vehicle entry gates, along with some fencing modifications, to enhance security and vehicular access to the main parking lot adjacent to the clubhouse and main entrance. The new gate and fencing configuration is currently under construction, and the fencing is in close proximity to the proposed solar carports.

The subject site currently has two parking lots, including the eastern (main) parking lot at the clubhouse and a secondary parking lot at the tennis courts, both of which are accessed through the Sand Hill Road frontage road. The main parking lot contains 218 parking spaces, including 16 tandem spaces, and the secondary parking lot contains 35 parking spaces. Thirteen of the tandem spaces were created as part of the expansion of the clubhouse facilities, while the remaining three tandem spaces were created with the July 2022 security gate approval.

Project description

The applicant is requesting to make landscaping modifications to the existing golf course, along with an expansion of the artificial lake for the golf course. In addition, at the main parking lot for the site, the applicant is also requesting to construct three detached carports and two pergolas, which would provide solar arrays. No changes in gross floor area (GFA) or parking spaces for the project site are proposed. The project plans and the applicant's project description letter are included as Exhibits A and B within Attachment A, respectively.

Golf course and lake improvements

Per the project plans and project description letter, the proposed landscape modifications involve the following:

- Complete removal and replanting of grass for the entire 18-hole golf course;
- Installation of a new irrigation system throughout the golf course;
- Re-grading throughout the golf course holes, with some limited fill occurring, where needed, using soil removed during grading;
- Sand capping, which is a process that involves placing a five-inch layer of sand beneath the grass and above a perforated drainage system to filter and retain irrigated water, in an effort to improve irrigation and water retention;
- Reconstructing the greens and tees for each of the 18 holes in their existing locations;
- Demolition of all concrete cart paths throughout the golf course and paving fewer, more limited cart paths, with a reduction in overall impervious cart path paving from 191,263 square feet to 114,941 square feet, for a total reduction of 76,322 square feet in impervious surfaces across the golf course;
- Draining, re-lining, and refilling an artificially made lake within the golf course, along with an expansion of the lake surface area, from 37,400 square feet to 53,100 square feet, for a total increase of 15,700 square feet in lake surface area;
- Increasing the depth of the artificial lake by three to five feet; and
- Extensive landscape removal and replanting, which includes maximizing the amount of drought-tolerant and disease-tolerant plants and associated non-heritage and heritage tree removals. (Please see the trees and landscaping section, later in this staff report, for additional information on the tree removal and replanting efforts proposed.)

Per the project description letter, the applicant states that the improvements for the golf course are necessary due to the age of the landscaping and irrigation system, including the artificial lake. In addition, the improvements to the irrigation system are proposed to improve the golf course irrigation in conjunction with an existing recycled water treatment plant at the golf course, in collaboration with West Bay Sanitary District. The applicant also states in their project description letter that the lake expansion is necessary in order to increase water storage on site. With the aforementioned increase in surface area and depth, the overall water storage of the artificial lake would increase from 1.7 million gallons of water to two million gallons.

Solar arrays

Per the project plans and project description letter, the proposed solar array component of the project involves the following details:

- Three detached carports, comprised of steel with wood infill and roof-mounted solar panels, in the southern and eastern portions of the main parking lot, adjacent to the existing clubhouse;
- Two detached pergolas, comprised of steel with wood infill and roof-mounted solar panels, adjacent to the clubhouse and pool deck;
- Rooftop installation of a solar array on an existing detached pool building, adjacent to the pool, and along several portions of the existing clubhouse. The roof-mounted solar arrays for the pool building and clubhouse require only ministerial review and thus do not require Planning Commission review.

No parking spaces or parking lot accessibility would be impacted by the solar carport installation. However, some parking space modifications are proposed as a result of the installation of Carports 2 and 3. For Carport 2, this would involve installing columns centered at the corner of four adjoining parking spaces, and removing some existing diamond-shaped concrete islands that are three feet by three feet in size and similarly centered at the corner of four adjoining parking spaces. Two out of three existing diamond-shaped landscape islands would be removed and six new columns would be installed, with one existing landscape island proposed to remain and have a column installed within it. For Carport 3, eight columns would be installed to support the carport, requiring five of the eight columns to be centered on the striping for the tandem spaces and three columns outside of the parking spaces. For Carport 1, all columns would be located outside of the parking spaces that would be covered, thus not affecting the parking spaces under that carport. The Engineering and Transportation Divisions have also reviewed this proposal and expressed no concerns with the usability of the parking lot.

Staff believes that the comprehensive landscaping improvements would greatly increase water efficiency for the golf course, in addition to providing adequately scaled landscaping modifications, which are discussed in more detail in the following section. Staff also believes that the proposed solar carports and pergolas would provide a consistent aesthetic approach and are generally in harmony with the neighboring clubhouse and pool building.

Trees and landscaping

The applicant has submitted an arborist report (Attachment C), detailing the species, size, and conditions of the nearby heritage and non-heritage trees. The report discusses the impacts of the proposed improvements and provides recommendations for tree maintenance and protection. As part of the project review process, the arborist report was reviewed by the City Arborist. Table 1 below outlines the tree removals associated with the golf course area (the entire 18-hole golf course) and the area of the solar array work (the main parking lot and clubhouse area). A total of 366 heritage trees and 89 non-heritage trees are proposed for removal. Eight of the heritage trees are dead and will be processed through a separate application. In addition, one heritage tree was removed through an emergency removal, through a recently approved, separate heritage tree permit application. Of the 366 total heritage tree removals, the City Arborist has conditionally approved 258 development-based heritage tree removals and approved the removal of 108 heritage trees based on tree death or tree health.

Table 1: Proposed tree removals					
Project component	Total trees Assessed	Total heritage tree removals	Development-based heritage tree removals	Non-development-based heritage tree removals	Non-heritage tree removals
Golf course	359	342*	251	91*	17
Solar array area	116**	24	7	17	72
Total	467	366	258	108	89

* Of these 91 non-development-based heritage tree removals, one heritage tree was approved as a recent emergency removal not included with the main heritage tree removal permit. Eight additional trees have been identified as dead and will be processed through a separate heritage tree removal permit.

** Of the 116 trees assessed for the solar array area, 18 of these trees were already assessed and are undergoing separate removal associated with the July 2022 Planning Commission-approved security gate project.

On March 9, 2023, the applicant posted the requisite notice of the proposed tree removals at the project site. On March 9, 2023 the City mailed notices to all addresses within 300 feet of the SHGCC project site pursuant to the noticing requirements of the Heritage Tree Ordinance. The appeal period for the development related heritage tree removal permits will end on March 24, 2023, running generally concurrently with the appeal period for the Planning Commission's action. Staff has added project specific condition 2.a that states that the use permit and architectural control permit will not become effective until the heritage tree removal permits are final.

Based on appraisal values of the 366 heritage trees to be removed, the total required mitigation for the development- and non-development-based heritage tree removals would be approximately \$780,700, which is the sum of the appraised mitigation value of the 258 development-based heritage tree removals (\$625,900) and the 108 non-development-related heritage tree removals (\$154,800). The applicant is proposing a mitigation value of \$1,510,000, which is nearly twice the mitigation value required for the proposed removals. The majority of the new landscaping for the golf course would be located throughout the site and would consist of a variety of native and drought-resistant plants. A total of 248 new trees are proposed for the site, which include a variety of 208 oak trees, Monterey cypress trees, and sycamore trees at the golf course, and a variety of 40 cajeput trees, prickly-leaved paperback trees, and New Zealand Christmas trees that would be planted along the southern edge of the main parking lot and to the south of the clubhouse. Together, these trees have been determined by the City Arborist as exceeding the replacement value for the total heritage tree removals.

The July 2022 security gate approval involved a separate heritage tree removal permit process and approval, but due to the proposed location of the carports, some replacement trees have been relocated (but not yet planted) to areas adjacent to the solar canopies, per City Arborist guidance.

To protect the heritage and non-heritage trees on site, the arborist report has identified such measures as tree protection fencing, limited root pruning, providing a moist cover for any cut roots left exposed for more

than 24 hours, applying fertilizer and mulch prior to grading actions, removing lower tree foliage, exposing roots by backhoe, hand, or air spade, limiting trench digging, and monitoring by the project arborist at least twice a month during construction. All recommended tree protection measures identified in the arborist report would be implemented and ensured as part of condition 1x.

Correspondence

The applicant states in their project description letter that the property owner has completed outreach efforts, which involved hosting two in-person information sessions, also stating that approximately 100 attendees came in total. The applicant states that all neighboring properties within 300 feet of the project were sent an invitation to these meetings. In addition, the applicant states that they held additional meetings with homeowner associations and some individual property owners to generally go over the tree removals for the site. The applicant attached correspondence received from an individual working with Audubon International, following meetings that they held with these representatives.

As of the writing of this report, staff received four letters of correspondence about the proposed project (Attachment D). One letter expressed support for the project, while three letters contained concerns with construction noise, air quality, and tree removal impacts. The applicant is aware of potential parking and vehicular movement concerns with construction vehicles and equipment moving to and from the site. All construction and operational noise is subject to the Noise Ordinance, and the proposed project is also subject to all Municipal Code requirements and best management practices throughout the building permit process. Regarding the heritage tree removals, all removals are subject to the Heritage Tree Ordinance and have been approved, or conditionally approved in the case of the development-based removals, by the City Arborist, subject to the conclusion of the appeal period that is set from March 9 to March 24, 2023. The use permit and architectural control permit would be conditioned to not become effective until the related heritage tree removal permits are final. Further, the total number of replacement trees have been determined to exceed the replacement values of the overall heritage tree removals.

Conclusion

Staff believes that the scale, materials, and proposed design would be compatible with the existing SHGCC site. The comprehensive landscaping improvements would greatly increase water efficiency for the golf course, in addition to providing appropriate replanting and overall landscaping programs to address the proposed tree removals. Staff also believes that the proposed solar carports and pergolas would provide a consistent aesthetic approach and are generally in harmony with the clubhouse and pool building nearby. In addition, no GFA changes are proposed. The proposed development related heritage tree removals have been reviewed and conditionally approved by the City Arborist, subject to an appeal period that would run generally concurrently with the use permit and architectural control permit appeal period. 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

For California Environmental Quality Act (CEQA) compliance, the project meets the criteria to qualify for four separate categorical exemptions, as summarized below. In addition, no exceptions to the exemptions are present. These exemptions are assessed in more detail in a memo prepared by staff (included as Exhibit D within Attachment A).

Golf course and lake improvements

The golf course and lake improvement components of the proposed project are categorically exempt under Classes 1 (Section 15301, “Existing Facilities”) and 2 (Section 15302, “Replacement or Reconstruction”) of the current CEQA Guidelines. The Class 1 exemption covers activities that consist of the maintenance or minor alteration of existing facilities or topographical features, involving negligible or no expansion of an existing or former use, and also explicitly identifies landscaping, native growth, and water supply reservoirs, which relate directly to the golf course and lake work. The Class 2 exemption covers activities that consist of replacement or reconstruction of existing structures and facilities, provided that any new structures would be located on the same site as the structure replaced and would have the same purpose and capacity as the components being replaced. Further, the landscaping and golf course facilities would not involve any expansion or intensification of the facilities. The applicant conducted a wildlife survey (Attachment E) of the existing lake to determine if the lake provided habitat for the western pond turtle and the California red-legged frog and determined the pond does not support these special status species.

Solar arrays

The solar array component of the proposed project is categorically exempt under Classes 1 (Section 15301, “Existing Facilities”), 3 (Section 15303, “New Construction or Conversion of Small Structures”), and 11 (Section 15311, “Accessory Structures”) of the current CEQA Guidelines. Generally, the proposed carports and pergolas would be built as accessory structures to service the existing SHGCC, using the existing parking lot and not expanding the use or parking spaces. These structures would involve minor alterations of the parking lot area and pool deck area.

Biological resource assessment

To satisfy the ConnectMenlo General Plan Environmental Impact Report (ConnectMenlo EIR), a biological resource assessment (BRA) was prepared (Attachment F), in accordance with Mitigation Measure BIO-1 of the ConnectMenlo EIR. The BRA determined that no sensitive land types were identified at the site, and no special-status plant species have moderate or high potential to occur at the site. Though not observed on site, there is a possibility of two special-status mammals (California red-legged frog and San Francisco garter snake), native nesting birds, roosting bats, the San Francisco ducky-footed woodrat, and the western pond turtle being present at the site. As such, the project has incorporated recommendations to minimize any potential disturbance to these species during the construction period in accordance with recommendations in the BRA.

Public Notice

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

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

Appeal Period

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

Attachments

A. Draft Planning Commission Resolution

Exhibits to Attachment A

- A. Project Plans hyperlink: <https://menlopark.gov/files/sharedassets/public/community-development/documents/projects/under-review/sharon-heights-golf-and-country-club/20221021-sharon-heights-golf-and-country-club-project-plans-2900-sand-hill-road.pdf>)
- B. Project Description Letter hyperlink: <https://menlopark.gov/files/sharedassets/public/community-development/documents/projects/under-review/sharon-heights-golf-and-country-club/20230215-sharon-heights-golf-and-country-club-project-description-letter-2900-sand-hill-road.pdf>)
- C. Conditions of Approval
- D. CEQA Exemption Memorandum
- B. Location Map
- C. Arborist Report hyperlink: <https://menlopark.gov/files/sharedassets/public/community-development/documents/projects/under-review/sharon-heights-golf-and-country-club/20230210-sharon-heights-golf-and-country-club-amended-arborist-report-2900-sand-hill-road.pdf>
- D. Correspondence
- E. Summary of Wildlife Surveys at the Sharon Heights Golf and Country Club
- F. Biological Resources Assessment hyperlink:
<https://menlopark.gov/files/sharedassets/public/community-development/documents/projects/under-review/sharon-heights-golf-and-country-club/2022-october-sharon-heights-golf-and-country-club-biological-resource-assessment-2900-sand-hill-road.pdf>

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

Exhibits to Be Provided at Meeting

None

Report prepared by:
Matt Pruter, Associate Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner

PLANNING COMMISSION RESOLUTION NO. 2023-XX**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENLO PARK APPROVING A USE PERMIT REVISION AND ARCHITECTURAL CONTROL FOR THE PROPOSED GOLF COURSE IMPROVEMENTS AND SOLAR ARRAY IMPROVEMENTS AT 2900 SAND HILL ROAD AND DETERMINING THAT THE PROJECT IS EXEMPT FROM CEQA PURSUANT TO CEQA GUIDELINES SECTIONS 15301, 15302, 15303, AND 15311**

WHEREAS, the City of Menlo Park (“City”) received an application requesting a use permit to make landscaping modifications to the existing Sharon Heights Golf and Country Club in the OSC (Open Space and Conservation) zoning district, at 2900 Sand Hill Road. The proposed work includes grading changes, irrigation improvements, new pathways, and landscaping throughout the fairways. The proposal also includes an expansion of the artificial lake for additional recycled water storage. The project also includes a request for architectural control to construct three carports on the main parking lot adjacent to the existing clubhouse and two pergolas adjacent to the existing clubhouse and pool deck, which would provide solar arrays (collectively, the “Project”) from Sharon Heights Golf and Country Club (“Applicant” and “Owner”), located at 2900 Sand Hill Road (APNs 074-250-280, 074-250-270, 093-471-010, 074-220-330, 074-500-050, 074-232-130, 074-500-300, 074-160-070, 074-250-340, 074-160-050, 073-250-150, 074-250-250, 074-250-290, 093-471-020, 093-480-010, and 074-500-310) (“Property”). The Project use permit revision and architectural control requests are depicted in and subject to the development plans and project description letter, which are attached hereto as Exhibit A and Exhibit B, respectively, and incorporated herein by this reference; and

WHEREAS, the Property is located in the OSC (Open Space and Conservation) zoning district. The OSC zoning district supports private recreation facilities; and

WHEREAS, the proposed Project complies with all standards of the OSC zoning district; and

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

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

WHEREAS, the Applicant submitted two heritage tree removal permits for development-based removals on the golf course and at the main parking lot, numbered HTR2022-00067 and HTR2022-00075, respectively, which were reviewed by the City Arborist and found to be in compliance with the Heritage Tree Ordinance, upon which the notice was sent out on March 9, 2023, with the appeal period ending March 24, 2023; and

WHEREAS, the use permit and architectural control permit will become effective after the heritage tree removal permits are final; and

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

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

WHEREAS, the Project is categorically except from environmental review pursuant to CEQA Guidelines §15301 (Existing Facilities), §15302 (Replacement or Reconstruction), §15303 (New Construction or Conversion of Small Structures), and §15311 (Accessory Structures); and

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

WHEREAS, at a duly and properly noticed public hearing held on March 13, 2023, the Planning Commission fully reviewed, considered, and evaluated the whole of the record including all public and written comments, pertinent information, documents and plans, prior to taking action regarding the Project.

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

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

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

The approval of the use permit for the golf course improvements is granted based on the following findings, which are made pursuant to Menlo Park Municipal Code Section 16.82.030:

1. That the establishment, maintenance, or operation of the use applied for will, under the circumstance of the particular case, not be detrimental to the health, safety, morals, comfort, and general welfare of the persons residing in the neighborhood of such proposed use, or injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city because:

- a. Consideration and due regard were given to the nature and condition of all adjacent uses and structures, and to general plans for the area in question and surrounding areas, and impact of the application hereon; in that, the proposed use permit is consistent with the OSC zoning district and the General Plan because private recreation facilities are allowed to be constructed and maintained subject to granting of a use permit.
- b. The proposed Project would include the required number of off-street parking spaces because no parking would be reduced from the previously approved parking space count for the site.
- c. The proposed Project is designed to meet all the applicable codes and ordinances of the City of Menlo Park Municipal Code and the Commission concludes that the Project would not be detrimental to the health, safety, and welfare of the surrounding community as the Project would maintain the private recreation facility use and not expand the golf course footprint and functions.

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

The approval of the architectural control permit for the solar carports and pergolas is granted based on the following findings, which are made pursuant to Menlo Park Municipal Code Section 16.82.020:

1. That the general appearance of the structures is in keeping with character of the neighborhood; in that, the proposed Project solar arrays are harmonious with the existing clubhouse and neighboring pool building.
2. That the development will not be detrimental to the harmonious and orderly growth of the city; in that, the Project contains three detached carports and two detached pergolas. The Project's design is generally consistent with all applicable requirements of the City of Menlo Park Municipal Code. The proposed Project is consistent with the development and population growth envisioned by ConnectMenlo, as no expansion of gross floor area (GFA) is proposed. The Project is designed to retain the existing, previously approved parking spaces. Therefore, the Project will not be detrimental to the harmonious and orderly growth of the city.
3. That the development will not impair the desirability of investment or occupation in the neighborhood; in that, the Project contains three detached carports and two detached pergolas, which is a use that is consistent with the applicable standards of the Zoning Ordinance for the project site. The proposed Project is designed in a manner consistent with all applicable codes and ordinances, as well as the ConnectMenlo goals and policies. Therefore, the proposed Project

would not impair the desirability of investment or occupation in the neighborhood.

4. That the development provides adequate parking as required in all applicable city ordinances and has made adequate provisions for access to such parking; in that, the Project is designed to retain the existing, previously approved parking spaces. Therefore, the proposed development provides sufficient on-site parking for both vehicles and bicycles.
5. That the development is consistent with any applicable specific plan; in that, the Project is located in the Sharon Heights neighborhood, which is not subject to any specific plan. However, the Project is consistent with all the applicable goals, policies, and programs of ConnectMenlo and is consistent with all applicable codes, ordinances, and requirements outlined in the City of Menlo Park Municipal Code.

Section 4. Conditional Use Permit. The Planning Commission approves Use Permit No. PLN2022-00046, which is depicted in and subject to the development plans and project description letter, which are attached hereto and incorporated herein by this reference as Exhibit A and Exhibit B, respectively. The Use Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

Section 5. Architectural Control Permit. The Planning Commission approves Architectural Control Permit No. PLN2022-00046, which is depicted in and subject to the development plans and project description letter, which are attached hereto and incorporated herein by this reference as Exhibit A and Exhibit B, respectively. The Architectural Control Permit is conditioned in conformance with the conditions attached hereto and incorporated herein by this reference as Exhibit C.

Section 6. ENVIRONMENTAL REVIEW. The Planning Commission finds, based on its independent judgment after considering the Project, and having reviewed and taken into consideration all written and oral information submitted in this matter, that for the reasons set forth in Memorandum attached to this Resolution as Exhibit D and incorporated by this reference, the Project is categorically except from environmental review pursuant to CEQA Guidelines §15301 (Existing Facilities), §15302 (Replacement or Reconstruction), §15303 (New Construction or Conversion of Small Structures), and §15311 (Accessory Structures), and none of the exceptions to the use of a categorical exemption as set forth in CEQA Guidelines §15300.2 apply to this Project.

Section 7. SEVERABILITY

If any term, provision, or portion of these findings or the application of these findings to a particular situation is held by a court to be invalid, void or unenforceable, the remaining

provisions of these findings, or their application to other actions related to the Project, shall continue in full force and effect unless amended or modified by the City.

I, Corinna Sandmeier, Principal Planner and Planning Commission Liaison of the City of Menlo Park, do hereby certify that the above and foregoing Planning Commission Resolution was duly and regularly passed and adopted at a meeting by said Planning Commission on March 13, 2023, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this 13th day of March, 2023

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

Exhibits

- A. Project Plans
- B. Project Description Letter
- C. Conditions of Approval
- D. CEQA Exemption Memorandum

2900 Sand Hill Road – Attachment A, Exhibit C

LOCATION: 2900 Sand Hill Road	PROJECT NUMBER: PLN2022-00046	APPLICANT: Sharon Heights Golf and Country Club	OWNER: Sharon Heights Golf and Country Club
<p>PROJECT CONDITIONS:</p> <ol style="list-style-type: none"> 1. The use permit and architectural control shall be subject to the following standard conditions: <ol style="list-style-type: none"> a. The applicant shall be required to apply for a building permit within one year from the date of approval (by March 13, 2024) for the use permit to remain in effect. b. Development of the project shall be substantially in conformance with the plans prepared by Origins Golf Design, consisting of 91 plan sheets, dated received February 28, 2023 and approved by the Planning Commission on March 13, 2023, except as modified by the conditions contained herein, subject to review and approval of the Planning Division. c. Substantially consistent and minor modifications to the development plan may be approved in writing by the Community Development Director or designee, based on the determination that the proposed modification is consistent with other building and design elements of the approved architectural control permit and will not have an adverse impact on the character and aesthetics of the site. The Director may refer any request for revisions to the plans to the Planning Commission. If the Director refers the plans to the Planning Commission, the Director shall provide written documentation of the Director's determination that the modification is substantially consistent and a member of the Planning Commission may request to discuss these modifications on the next agenda within 72 hours of notification of the modifications by the Community Development Director. A public meeting could be called regarding such changes if deemed necessary by the Planning Commission. Further environmental review and analysis may be required if such changes necessitate further review and analysis pursuant to the California Environmental Quality Act. d. Major modifications to the development plan which involve material changes, or expansion or intensification of development, may be allowed subject to obtaining an architectural control permit from the Planning Commission. e. The applicant shall keep the property in a clean and sanitary condition at all times, and maintain its site in a fashion that does not constitute a public nuisance and that does not violate any provision of the City of Menlo Park Municipal Code. f. The project shall adhere to all ordinances, plans, regulations, and specifications of the City of Menlo Park and all applicable local, State, and Federal laws and regulations. g. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Municipal Water, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project. h. Prior to commencing any work within the right-of-way or public easements, the applicant shall obtain an encroachment permit from the appropriate reviewing jurisdiction. i. 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. j. Prior to building permit issuance, the applicant shall submit plans for: 1) construction safety fences around the periphery of the construction area, 2) dust control, 3) air pollution control, 4) erosion and sedimentation control, 5) tree protection fencing, and 6) 			

LOCATION: 2900 Sand Hill Road	PROJECT NUMBER: PLN2022-00046	APPLICANT: Sharon Heights Golf and Country Club	OWNER: Sharon Heights Golf and Country Club
<p>PROJECT CONDITIONS:</p> <p>construction vehicle parking. The plans shall be subject to review and approval by the Building, Engineering, and Planning Divisions. The fences and erosion and sedimentation control measures shall be installed according to the approved plan prior to commencing construction.</p> <ul style="list-style-type: none"> k. Prior to building permit issuance, the applicant shall submit a grading and drainage plan for review and approval. Post-construction runoff into the storm drain shall not exceed pre-construction runoff levels. A hydrology report will be required to the satisfaction of the Engineering Division. l. Prior to building permit issuance, 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). m. If the project is creating more than 5,000 square feet of irrigated landscaping, per the City's Water Efficient Landscape Ordinance (Municipal Code 12.44), the irrigation system is required to have a separate water service. n. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval of the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes. o. If construction is not complete by the start of the wet season (October 1 through April 30), the applicant shall implement a winterization program to minimize the potential for erosion and sedimentation. As appropriate to the site and status of construction, winterization requirements shall include inspecting/maintaining/cleaning all soil erosion and sedimentation controls prior to, during, and immediately after each storm event; stabilizing disturbed soils through temporary or permanent seeding, mulching, matting, tarping, or other physical means; rocking unpaved vehicle access to limit dispersion of mud onto the public right-of-way; and covering/tarping stored construction materials, fuels, and other chemicals. Plans to include proposed measures to prevent erosion and polluted runoff from all site conditions shall be submitted for review and approval of the Engineering Division prior to beginning construction. p. Prior to building permit issuance, the applicant shall submit a heritage tree preservation plan, detailing the location of and methods for all tree protection measures. q. Prior to building permit issuance, the applicant shall pay all Public Works fees. Please refer to the City of Menlo Park Master Fee Schedule. r. Prior to building permit issuance, the applicant shall submit plans for construction parking management, construction staging, material storage, and a traffic control handling plan, to be reviewed and approved by the Building, Engineering, Planning, and Transportation Divisions. s. Prior to issuance of each building permit the applicant shall pay the applicable Building Construction Street Impact Fee, in effect at the time of payment, to the satisfaction of the Public Works Director. The current fee is calculated by multiplying the valuation of the construction by 0.0058. 			

LOCATION: 2900 Sand Hill Road	PROJECT NUMBER: PLN2022-00046	APPLICANT: Sharon Heights Golf and Country Club	OWNER: Sharon Heights Golf and Country Club
<p>PROJECT CONDITIONS:</p> <ul style="list-style-type: none"> t. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a draft “Stormwater Treatment Measures Operations and Maintenance (O&M) Agreement” with the City, subject to review and approval by the Engineering Division. With the executed agreement, the property owner is responsible for the operation and maintenance of stormwater treatment measures for the project. The agreement shall run with the land and the agreement shall be recorded with the San Mateo County Recorder’s Office prior to building permit final inspection. u. Simultaneous with the submittal of a complete building permit, the Applicant shall file a Notice of Intent (NOI) with the State Water Resources Control Board under the Construction Activities Storm Water General Permit (General Permit). The NOI indicates the Applicant’s intent to comply with the San Mateo Countywide Stormwater Pollution Prevention Program, including a Stormwater Pollution Prevention Plan (SWPPP). The Applicant shall prepare a Notice of Intent and submit a copy to the Engineering Division for the proposed grading operation. v. All maintenance agreements shall run with the land and shall be recorded with the San Mateo County Recorder’s Office prior to building permit final inspection. w. Prior to final inspection, the applicant shall submit a landscape audit report. x. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist reports prepared by California Tree and Landscape Consulting, Inc., dated received February 16, 2023. y. Prior to building permit issuance, the applicant shall pay all fees incurred through staff time spent reviewing the application. z. The applicant or permittee shall defend, indemnify, and hold harmless the City of Menlo Park or its agents, officers, and employees from any claim, action, or proceeding against the City of Menlo Park or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit, or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant’s or permittee’s duty to so defend, indemnify, and hold harmless shall be subject to the City’s promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City’s full cooperation in the applicant’s or permittee’s defense of said claims, actions, or proceedings. aa. Notice of Fees Protest – The applicant may protest any fees, dedications, reservations, or other exactions imposed by the City as part of the approval or as a condition of approval of this development. Per California Government Code 66020, this 90-day protest period has begun as of the date of the approval of this application. <p>2. The use permit and architectural control shall be subject to the following project-specific condition:</p> <ul style="list-style-type: none"> a. The use permit and architectural control permit shall become effective on the date the heritage tree removal permits HTR2022-00067 and HTR2022-00075 become final. The heritage tree removal permits shall be become final after (1) all appeal periods for said permits have expired, or (2) should an appeal or appeals of said permits be filed, after all 			

2900 Sand Hill Road – Attachment A, Exhibit C

LOCATION: 2900 Sand Hill Road	PROJECT NUMBER: PLN2022-00046	APPLICANT: Sharon Heights Golf and Country Club	OWNER: Sharon Heights Golf and Country Club
PROJECT CONDITIONS: appeals have been resolved and a final decision by the City has been made regarding said appeals.			

CITY OF MENLO PARK

**MEMORANDUM REGARDING CALIFORNIA ENVIRONMENTAL QUALITY ACT
(CEQA) EXEMPTIONS FOR SHARON HEIGHTS GOLF AND COUNTRY CLUB
PROJECT AT
2900 SAND HILL ROAD**

Prepared by the City of Menlo Park Community Development Department

March 2023

I. PROJECT DESCRIPTION

The Sharon Heights Golf and Country Club (the “**Club**”) is a membership club that has dining, golf, tennis, pickle ball, gym, and swimming facilities for its members and guests. The Club has been in operation since 1962 and sits on approximately 95.8 acres of its approximately 110.8-acre property, which is located at 2900 Sand Hill Road (the “**Project Site**”). The Club’s golf course has been modified several times since its opening, with the most significant renovation occurring in the early 1990s. Many of the golf course’s critical infrastructure systems (including drainage, irrigation, and cart paths) are more than 25 years old and beyond their recommended useful life.

Accordingly, the Club has applied for a use permit revision and architectural control approval to maintain, replace, and reconstruct elements of the existing golf course and install a photovoltaic solar array system at the club house and club house parking lot (collectively, the “**Project**”). The Project would allow the Club to maintain the golf course without expanding or intensifying the existing uses on the Project Site. Specifically, the Project consists of the following activities:

- Replacing the irrigation system;
- Increasing the size of the lake to store more recycled water;
- Installing drainage with a sand cap;
- Re-grassing the golf course;
- De-mucking the irrigation lake;
- Replacing 359 trees, including 342 heritage trees and 17 non-heritage trees, with 208 new trees in connection with the golf course renovation;
- Replacing existing tees and greens;
- Relining and installing new sand bunkers;
- Constructing carports over existing surface parking areas and two pergolas, all equipped with photovoltaic solar arrays; and
- Replacing 96 trees, including 24 heritage trees and 72 non-heritage trees, with 40 new trees in connection with the installation of the solar array system.

The replacement and maintenance of existing golf course facilities will reduce the amount of cart paths currently on the course and reduce the total amount of turf and grass area, which will advance the Club’s water conservation efforts. The solar array system is estimated to produce 826,000 kWh (kilowatt hours) in its first year, which would save 585 metric tons of carbon dioxide that would otherwise be produced by traditional forms of electricity production. The Project would not result in the construction of new buildings, modify existing buildings, nor expand the Club’s capacity or provide additional recreational facilities that could intensify the Club’s use beyond what currently exists.

II. APPLICABLE CEQA EXEMPTIONS

Upon a determination that a project application is complete, CEQA directs a lead agency to determine if the activity is subject to CEQA. (CEQA Guidelines Section 15060(c).) If an activity is subject to CEQA, then the lead agency shall determine if the activity is exempt from CEQA. (CEQA Guidelines Section 15061.) CEQA Guidelines Sections 15300 through 15331 list classes of projects that are categorically exempt from CEQA because they are generally considered not to have potential impacts on the environment.

Here, the Club has applied for a use permit revision and architectural control approval from the City, which are discretionary actions subject to CEQA. However, the Project is categorically exempt under the Class 1, Class 2, Class 3, and Class 11 exemptions as discussed in more detail below.

A. Section 15301 (“Class 1”) Existing Facilities and Section 15302 (“Class 2”) Replacement or Reconstruction

The Class 1 categorical exemption covers activities that consist of the maintenance or minor alteration of existing facilities or topographical features, involving negligible or no expansion of existing or former use. (CEQA Guidelines Section 15301.) This exemption expressly includes the maintenance of existing landscaping, native growth, and water supply reservoirs. (CEQA Guidelines Section 15301(h).) The key consideration of this exemption is whether the project involves negligible or no expansion of use. (CEQA Guidelines Section 15301.)

The Class 2 categorical exemption covers activities that consist of replacement or reconstruction of existing structures and facilities, provided that any new structures will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced. (CEQA Guidelines Section 15302.)

The proposed golf course renovations are exempt from CEQA under both of these categorical exemptions. As noted in the project application, the purpose of the renovation is to replace decades-old infrastructure necessary to operate the golf course, and there are no plans to add or modify any buildings or intensify the use of the land. Replacing the irrigation system, installing drainage with a sand cap, re-grassing the golf course, de-mucking the irrigation lake, building new tees and greens, and relining and installing new sand bunkers are all typical landscaping activities periodically required to maintain golf courses, and all of the Project work will be done within the Project Site. Moreover, the proposed golf course renovations – maintenance of existing landscaping and the irrigation lake – are the exact type of activities listed in section 15301(h). Finally, grading on the site will be minimal, so alteration to topographical features such as hills and valleys will be very minor. The surface area of the lake will be expanded, however this neither expands nor intensifies the Club’s existing uses. Accordingly, the Project is exempt from CEQA because it maintains existing facilities and repairs or replaces existing facilities without expanding the existing uses on the Project Site.

B. Section 15301 (“Class 1”) Existing Facilities, Section 15303 (“Class 3”) New Construction or Conversion of Small Structures, and Section 15311 (“Class 11”) Accessory Structures

The Class 1 categorical exemption covers activities that consist of the maintenance or minor alteration of existing facilities or topographical features, involving negligible or no expansion of an existing or former use. (CEQA Guidelines Section 15301.) The Class 3 categorical exemption covers activities that consist of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure. (CEQA Guidelines Section 15303.) The construction of accessory structures such as garages, carports, patios, swimming pools, and fences are expressly exempt. (CEQA Guidelines Section 15303(e).) Likewise, the Class 11 categorical exemption applies to structures that are accessory (appurtenant) to existing commercial facilities. (CEQA Guidelines Section 15311.)

The Project includes carports and pergolas as accessory structures to serve the existing Club. The structures will be constructed within the existing parking lot and on the Clubhouse without expanding the existing use and therefore qualify for the Class 1 exemption. The carports and pergolas are also precisely the type of structures covered by the Class 3 and Class 11 exemptions, as (1) carports are explicitly identified as exempt under the Class 3 exemption, and (2) carports and pergolas, like small parking lots, are common utilitarian and decorative elements of golf courses and other businesses. Therefore, the Project’s activities qualify for these exemptions.

III. NO EXCEPTIONS TO CATEGORICAL EXEMPTIONS

Categorical exemptions do not exempt a project from CEQA if certain exceptions to the exemptions apply. (CEQA Guidelines Sections 15300.2.) As discussed in more detail below, here, there are no exceptions to the aforementioned categorical exemptions, and therefore the Project is exempt from CEQA.

A. Location

The Class 3 and Class 11 exemptions do not apply to projects located in particularly sensitive environments that are designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies. (CEQA Guidelines Section 15300.2(a).) The Project Site is not located in any such area, so this exception is not applicable.

B. Cumulative Impact

All categorical exemptions are inapplicable if the cumulative impact of successive projects of the same type in the same place, over time, is significant. (CEQA Guidelines Section 15300.2(b).) While there have been previous minor alterations to the Club over many years, there is no indication that the cumulative effects of successive alterations would be considered significant. Accordingly, this exception is not applicable.

C. Unusual Circumstances

All categorical exemptions are inapplicable if there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances. (CEQA Guidelines Section 15300.2(c).) The Project is similar to golf course renovation projects that occurred in Woodside and Palo Alto in recent years, indicating that the Project is a typical renovation. Not only is the Project's scope typical, there is nothing noteworthy about the Project Site that suggests the Project's replacement and repair activities or the addition of small structures would result in significant environmental effects. Nothing indicates that unusual circumstances are present. Accordingly, this exception is not applicable.

D. Scenic Highways

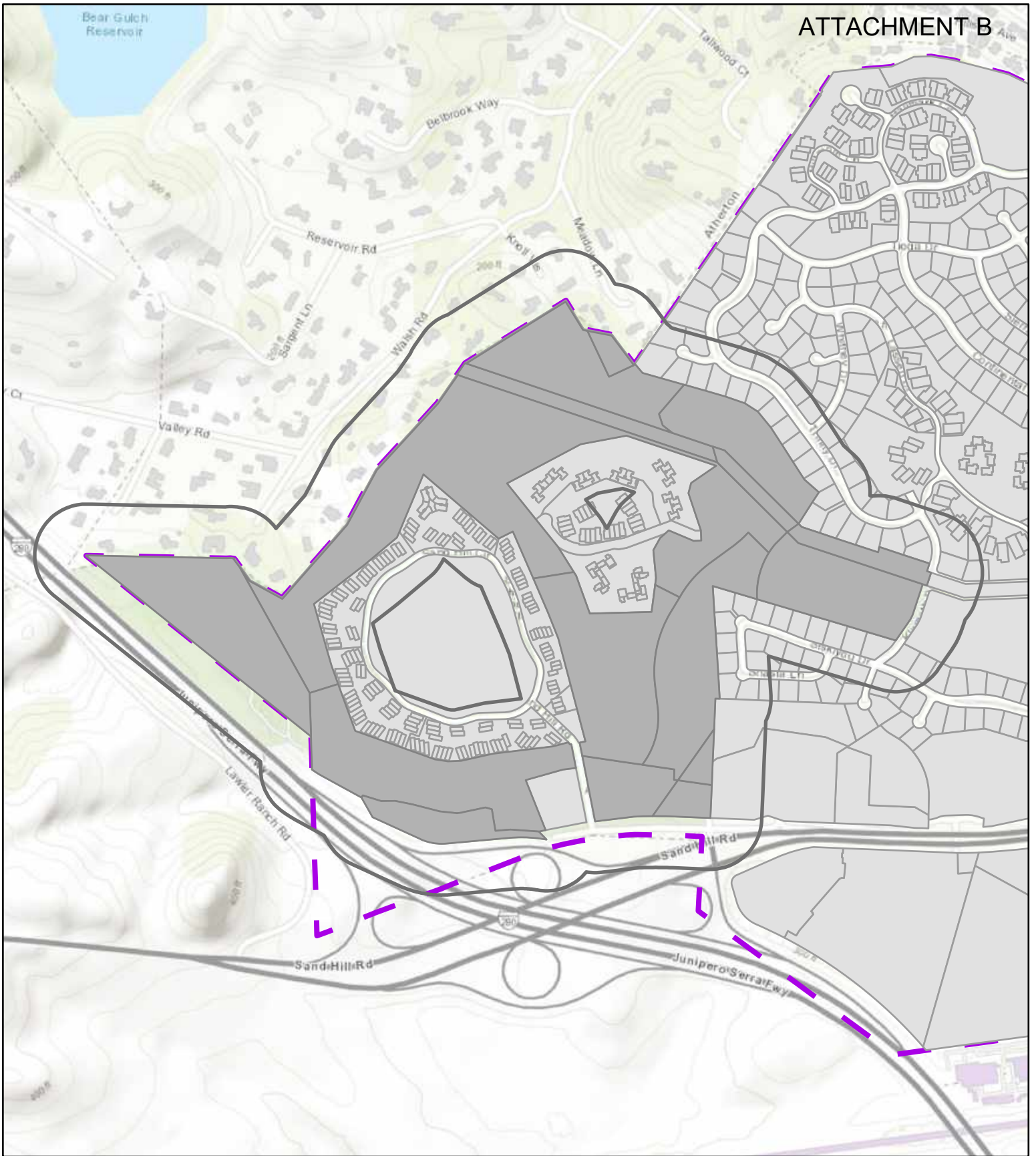
All categorical exemptions are inapplicable if a project may result in damage to scenic resources within an officially designated state scenic highway. (CEQA Guidelines Section 15300.2(d).) The Project Site is not located in any such area, so this exception is not applicable.

E. Hazardous Waste Sites

All categorical exemptions are inapplicable if a project is located on a site included on any list compiled pursuant to Section 65962.5 of the Government Code. (CEQA Guidelines Section 15300.2(e).) The Project Site is not included on any such list, so this exception is not applicable.

F. Historical Resources

All categorical exemptions are inapplicable if a project may cause a substantial adverse change in the significance of a historical resource. (CEQA Guidelines Section 15300.2(f).) Nothing within the Project Site is a historical resource, as all of the buildings thereon were constructed within the past 50 years. Therefore, the Project would not affect any historical resources, and this exception is not applicable.



CITY OF MENLO PARK

LOCATION MAP

2900 SANDHILL ROAD

Scale: 1:9,000

Drawn By: MAP

Checked By: CDS

Date: 3/13/2023



Pruter, Matthew A

From: Joann Golden <jgolden1818@yahoo.com>
Sent: Thursday, October 13, 2022 11:09 PM
To: Pruter, Matthew A
Subject: Sharon Heights Golf & CC application

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.

Mr. Pruter,

I am quite apprehensive about the proposed renovation of the Golf Course. I have read the letter sent by the Club and it seems excessive and unreasonable considering the amount of noise, dirt, and disruption it will cause those homeowners whose properties face the golf course. We already deal with the noise generated by the early morning grooming and landscaping; to now have to withstand 6-12 months of continual major work, a large portion of which will be conducted during the nicest time of the year, spring and summer, is beyond reasonable. If this work is approved by the City, those of us facing the golf course will be unable to use our outdoor areas, as the noise and debris generated will be overwhelming.

What are the hours and days this work will be allowed? Who or which city agency will enforce those rules? Who will monitor the level of noise that will be produced? Will that be once a day, once a week, once a month? Will the SHG&CC be responsible for the cleaning of our properties from the inevitable dirt and mess their work will cause? Or how will the dirt be contained?

Is this renovation necessary? A private entity can wish to build or renovate, but the club abuts residential properties and just as homeowners must consider their neighbors when renovating so must a commercial entity.

I expect that these concerns will be taken very seriously by the City of Menlo Park, and that the proper agency will monitor the renovation extremely closely. I also hope that the scale and timeframe of 12 months will be required by the City to be amended to a much shorter time so the impact to adjoining homes will be lessened. Thank you.

JoAnn Golden
(1075 Trinity Drive)

JMG

Pruter, Matthew A

From: Justin Dustzadeh <justin.dustzadeh@gmail.com>
Sent: Friday, October 14, 2022 11:58 PM
To: Pruter, Matthew A
Subject: Comments on application submittal notice (Sharon Heights Golf and Country Club / 2900 Sand Hill Road)

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.

Dear Matt,

As one of the hundreds of families living next to the Sharon Heights golf course, we recently received the Application Submittal Notice for the project plan submitted by the Sharon Heights Golf and Country Club (2900 Sand Hill Road). Per the suggestion in the Notice to submit comments and questions to you by October 14, 2022, we would like to share the following.

We would like to request that the City of Menlo Park require the Applicant to provide documentation to demonstrate full compliance with the following items under the Environmental Review of this application:

1. **Noise ordinance:** Full compliance with the City of Menlo Park's noise ordinance (Menlo Park Municipal Code, [Chapter 8.06](#)), both during the project (e.g. with regard to use of construction equipment) and afterwards (e.g. with regard to use of lawn maintenance and operations equipment), including noise limitations, level and frequency. Please note that there has been a history of repeated violations of the city's noise ordinance by the Sharon Heights Golf and Country Club's lawn maintenance crew, requiring many interventions by the code enforcement officers.
2. **Air quality:** Full compliance with the provisions of the Bay Area Air Quality Management District (and Menlo Park Municipal Code, [Chapter 8.07](#)), both during the project and afterwards, including those related to air pollution (e.g. caused by hours of sustained use of gas-powered landscaping equipment, daily), and impact of air pollutants emitted from intensive and frequent use of fertilizers. Please note that there has been a history of repeated violations of some of the above-mentioned provisions, e.g. use of gas-powered leaf blowers on "Spare the Air" days, by the Sharon Heights Golf and Country Club's lawn maintenance crew.

Please let me know if you have any questions or would like to further discuss.

Thank you
Justin



SIERRA CLUB

LOMA PRIETA CHAPTER

SAN MATEO, SANTA CLARA & SAN BENITO COUNTIES

November 10, 2022

City of Menlo Park
701 Laurel St, 2nd Floor
Menlo Park, CA 94025

Community Development Director
Honorable Mayor and Members of the City Council
Chair and Members of the Planning Commission

Via: City Clerk Judi Herren: jaherren@menlopark.org

Re: Sharon Heights Golf and Country Club Golf Course Renovation Project

Dear City Manager Justin Murphy and Planner Matt Pruter,

The Sierra Club Loma Prieta Chapter writes to you in support of Sharon Heights sustainability projects that have impressed us. Their distributed water treatment model should be expanded to other large projects. Treating and creating purple water locally is necessary in the era of climate change.

We are in full support of the golf course renovation currently before you, including expansion of their lake for recycled water storage, and the overall project to improve the infrastructure for self-sustaining water, energy and resources savings.

We are also in full support of the reforestation project as part of the golf course renovation. Allowing the remaining redwood trees to prosper and the planting of new native trees on the site, mostly oak trees, will be a big upgrade for the ecology of the land and native species.

Overall, we see Sharon Heights as the leading edge for golf courses in a future Peninsula that is dryer, hotter and more likely to burn. Their reclamation and reuse of water provides a means for hydrating the landscape and preventing loss. We look forward to other golf courses and parks in the region learning from this example in your city.

Thank you for your consideration.

Respectfully yours,

Gladwyn d'Souza
Conservation Committee Chair
Sierra Club Loma Prieta Chapter

Cc:

James Eggers, Executive Director, Sierra Club Loma Prieta Chapter
Carol Steinfeld, Co-Chair Water Committee, Sierra Club Loma Prieta Chapter

Pruter, Matthew A

From: Pruter, Matthew A
Sent: Thursday, March 2, 2023 7:01 PM
To: Pruter, Matthew A
Subject: FW: concern about removal of heritage trees



Matthew A. Pruter

Associate Planner
City Hall - 1st Floor
701 Laurel St.
tel 650-330-6703
menlopark.gov

*Note our emails have changed to @menlopark.gov

From: Jennifer Johnson <johnson.jennifer.k@gmail.com>
Sent: Thursday, March 2, 2023 10:47 AM
To: city.council@menlopark.gov <city.council@menlopark.gov>
Subject: concern about removal of heritage trees

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.

Dear Council Members,

I am writing to you today regarding a notice that I received last week regarding a "landscaping" proposal which stated that the City Arborist has given conditional approval for the removal of **258 heritage trees** at the Sharon Heights Golf and Country Club. I live in a condo building in the middle of the golf course (not a member of the club), and those trees are necessary for a number of reasons.

1. They are heritage trees which the City has a duty to protect given its mission and goals.
2. Menlo Park is a tree city. We moved here and love it here because it is beautiful and because the City has taken great measures to preserve heritage trees.
2. These trees provide some privacy to the residents who live in the condos/townhomes here. If we wanted to stare at a golf course all the time, we would have chosen to live on the other side where there are no trees.
3. I see that MANY of the trees that line the drive from the gate to the residences (1100-1290 Sharon Park Dr) are tagged for removal. Very importantly, these trees provide us much needed safety from terrible golfers who drive golf balls into our community constantly.

These are just my family's experiences with unsafe conditions caused by the golf course:

- A golf ball came careening through my son's bedroom window smashing glass all over him. The window was 4 stories above ground level and the event was a terrifying safety issue. The Club agreed to replace the window, but their contractor couldn't do it for a few weeks, which is unacceptable. The

only alternative I was given was to find an available contractor myself and have the Club then contract with that person. That is not taking responsibility for the problem.

- My car has been hit twice coming down Sharon Park Drive (between the gate and 1100), one hit my windshield and caused a small "dimple" in the glass, and one hit the body of the car.
- We walk around our community with our son and dog for exercise, and the golf balls are at least slowed down when they come through the trees.
- When we are at our community pool, golf balls constantly come up from the driving range over the current fence and come straight down into the pool and surrounding area which could cause a serious head injury if they hit someone. To give you some perspective on how often this occurs, you could walk around our community and find more than enough golf balls in the pool area and landscaping to go to the driving range. The Club has been aware of this problem for years but has refused to do anything about it until they get their "landscaping proposal" authorized by the City and begin work on the whole project. Again, not a responsible position to a constant safety issue.

For the safety of my family and other residents in this community, I do not want any trees removed that are between the course and our buildings because we need more safety than we currently have, not less.

4. I'm feeling that there is differential treatment for the Club than for other businesses and residents in Menlo Park. There are residents who have had to construct their homes around a single heritage tree because they were not permitted to remove it by the City Arborist. But, the optics appear to be that the Club, which is a big business and revenue producer for the City, is being allowed (for the second time in 10 years) to remove a huge number of trees that don't appear to have been tagged for disease or safety concerns. Why have they already been given conditional approval to do this?

I hope that you will reach out to the Planning Department staff, the Planning Commission, or attend their Public Meeting (3/13/2023) to raise your concerns about this. We need to protect our heritage trees, and the City needs to be equitable in the way it makes determinations like this.

Kind Regards,

Jennifer Johnson
1100 Sharon Park Dr #26
Best,

Jennifer

Diversity without disability isn't diverse enough.



December 12, 2022

Thorsten Loth, COO/GM
Sharon Heights Golf & Country Club
2900 Sand Hill Road
Menlo Park, CA 94025

Subject: Summary of Wildlife Surveys at the Sharon Heights Golf and Country Club in Menlo Park, California.

Dear Mr Loth,

This letter summarizes the results of one daytime survey for western pond turtle (WPT: *Emys marmorata*), two nighttime surveys for California red-legged frog (CRLF, *Rana draytonii*), and environmental DNA (eDNA) sampling targeting both species at Sharon Heights Golf and Country Club (Club), 2900 Sand Hill Road, Menlo Park, San Mateo County, California. The surveys were conducted at a man-made pond located at the eastern edge of the golf course at the Club (Study Area) to improve understanding of the potential for species presence in the Study Area prior to proposed Club Renovation Project (Project), which includes improvements to the pond. Surveys were conducted on the following dates: WPT and eDNA collection occurred on October 31, 2022; nighttime surveys for CRLF occurred on November 8 and 15, 2022.

Study Area and Conditions

The Study Area and its location within the 102-acre Sharon Heights Golf Course is shown in Figure 1. The pond is an ornamental but functional element of the golf course used for golf course irrigation. It is a man-made, excavated depression that has recycled water pumped into it at its western end. Irrigation water is pumped out of it into a sprinkler and drip irrigation system. The Project includes a new golf course irrigation system to improve the delivery of recycled water to the golf course which will allow the Club to reduce the water use and provide more benefit to the community by using less recycled water. The pond has no outlet and no connection to other aquatic features. A narrow fringe of landscaped vegetation is present along the edges of the water, including Italian rye grass (*Festuca perennis*), tall cyperus (*Cyperus eragrostis*), and horticultural iris (*Iris pseudacorus*). The pond is ringed by ornamental herbs and shrubs. Emergent vegetation is present at the east end but limited along the rest of the shoreline and pond. The pond is shallower and less vegetated in and along the banks on the west side.

Beyond the immediate vegetation around the pond is managed golf course fairways and greens for 100-200 feet in all directions. Beyond the border of the golf course is dense urban/suburban residential development, roads and associated infrastructure.

WPT Survey

Methods

On October 31, 2022, WRA biologists Patricia Valcarcel and Liv Niederer conducted a survey of the Study Area for WPT from 12:45 to 15:00. Weather conditions at the time of the survey were

temperature approximately 67F, winds of 2-5 mph, with partly to mostly cloudy skies. The survey was conducted during the afternoon to coincide with times when turtles are most likely to be observed basking. One biologist slowly walked the perimeter of the Study Area and observed for signs of turtle activity such as basking, floating or foraging. The second biologist was stationary observing at a single point for 15 minutes before moving to a new location. The first biologist also took stationary observations following the initial perimeter survey. If any turtles were observed, binoculars were used to observe patterns on the turtle's shell and head to identify the turtles to species.

Survey Results

No WPT were observed during the survey. Several red-eared sliders (*Trachemys scripta elegans*), a non-native invasive species, were observed. All such turtles observed were positively identified as red-eared sliders by face colorations including the distinct red “slash” on the head next to the eye, a feature indicative of the species.

CRLF Survey

Methods

Two nighttime surveys for CRLF were conducted on November 8 and November 15, 2022. Surveys were conducted at night as this is the most likely time to observe CRLF. Surveys focused on the pond, as well as its adjacent vegetation. WRA biologist Nick Brinton led both surveys and was assisted by WRA biologist Eliza Schlein (November 8) and WRA biologist Sean MacDonald (November 15). Surveys began at approximately 18:00 and concluded at 20:00. Sunset was at approximately 17:10 with last light at approximately 17:40. Weather conditions at the time of both surveys were temperatures of 50-55°F, winds of 0-3 mph, with light rain on November 8, and no rain on November 15.

During the survey the biologists walked the edges of the pond to listen and look for amphibians that emerged after dark. Biologists walked the perimeter of the pond twice, with a break of approximately 20-30 minutes between survey passes. Biologists used flashlights to spotlight areas of cover along the water's edge, beneath vegetation, along undercut banks and on floating vegetation to check for eye shine which would indicate the presence of amphibians as described in the US Fish and Wildlife Service survey protocol for CRLF.¹ Observations were made with binoculars and the naked eye. This survey methodology was used for both survey dates.

Survey Results

Following both surveys, no CRLF were observed. No frogs of any species were observed or heard during either survey, despite rainy conditions which are typically more favorable to amphibian movement and activity.

eDNA Sampling

Methods

The eDNA sampling included field collection of aqueous eDNA samples at four locations around the pond using a water filtration system. Sampling followed protocols presented in the Field

¹ U.S. Fish and Wildlife Service. Revised Guidance on Site Assessments and Field Surveys for the California Red-legged Frog. August 2005. PP 26.

Collection Procedure for Aquatic Environmental DNA Sample Collection and Analysis². Because collection of eDNA is more efficacious when turbidity is lower, allowing for greater volumes of water to be pumped across the sampling filters, sampling locations were chosen in the field to maximize flow and where localized turbidity is lowest. However, sample locations were also selected to collect within areas of preferable habitat such as proximate to emergent vegetation. Multiple sample locations were used to increase the likelihood of detection across the pond which had minimal currents or flow. One control or blank sample was also taken to analyze for potential cross-contamination.

Following collection, samples were sent to the Cramer Fish Sciences/Genidaqs Laboratory in West Sacramento for processing to identify if any of the samples contained eDNA for either WPT or CRLF.

eDNA Results

Neither CRLF nor WPT eDNA were detected in the filters. No species of any type were detected in the control, indicating the samples were collected correctly.

Conclusion

Following three field surveys, and eDNA collection, neither WPT or CRLF were detected either visually or by eDNA within the Study Area. Turtles within the pond were confirmed to be non-native red-eared sliders. The lack of observation of CRLF likely precludes the presence of San Francisco garter snake (*Thamnophis sirtalis tetrataenia*), an additional special-status reptile species that was initially determined to have potential to occur within the Study Area, dependent on the presence of CRLF, and/or other frog species, its main food source.

The Biological Resources Technical Report ('BRTR'; WRA 2022) for the Project includes additional pre-construction, avoidance and minimization measures to reduce impacts to special-status wildlife species, including but not limited to: conductance of a worker environmental awareness program (WEAP) training that would include identification of special-status species with potential to occur and other best management practices (BMP), and biological monitoring during dewatering and initial grading activities in the immediate vicinity of the eastern pond.

If there are any concerns or questions regarding these surveys, please feel free to contact me at (415) 415.524.7549.

Sincerely,



Scott Yarger
Associate Botanist
WRA, Inc.

² Blankenship SM, and Schumer G. 2018. Field Collection Procedure for Aquatic Environmental DNA sample collection and analysis. Available online at <https://genidaqs.com/wp-content/uploads/2018/04/Genidaqs-eDNA-sampling-procedure-201708.2.pdf>.

Attachment – Figure 1 – Study Area and Pond Location





Sources: San Mateo County 2018 Aerial, WRA | Prepared By: mrochelle, 9/28/2022

Figure 3. Land Cover Types within the Study Area



STAFF REPORT

Planning Commission

Meeting Date:

3/13/2023

Staff Report Number:

23-021-PC

Study Session:

Consider and provide feedback on a proposed life sciences development project at 980-1030 O'Brien Drive

Recommendation

Staff recommends that the Planning Commission review and provide feedback on a proposed project to demolish two existing, one-story commercial buildings and construct a new three-story life science/ research and development (R&D) building with a ground floor commercial space in the L-S (Life Sciences) zoning district. The proposed new building would consist of approximately 61,901 square feet of life sciences and related uses and 5,787 square feet of commercial space. The proposed project is anticipated to include the following actions:

1. **Architectural control** to review the design of the proposed building and associated site improvements;
2. **Use permit** for modifications to development standards and the use and storage of hazardous materials (diesel fuel) for a back-up generator;
3. **Environmental review** to analyze potential environmental impacts of the project and conduct the appropriate level of environmental review, pursuant to the California Environmental Quality Act (CEQA);
4. **Below Market Rate (BMR) in-lieu fee** in accordance with Municipal Code Section 16.96.030 and the City's BMR Guidelines, since the project would result in a net increase in commercial square footage.
5. **Lot merger** to create three lots from four contiguous parcels;
6. **Heritage tree removal (HTR) permit** to remove one evergreen ash street tree.

Additional actions and entitlements may be required as the project plans are refined. No formal actions will be taken at this time. The Planning Commission should review and provide individual Commissioner feedback on the project to the applicant and staff. Below are some topic areas for the Planning Commission's consideration; however, the Commission's discussion is not limited to these topics:

- Open space/publicly accessible open space
- Commercial use
- Gross floor area
- Architectural design and materials
- Building modulations
- Overall approach

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 four contiguous parcels addressed 980-990, 1010, 1020, and 1030 O'Brien Drive in the L-S zoning district totaling approximately 3.6 acres. These parcels are not eligible for bonus level development. Currently each site is developed with single-story buildings. The four existing buildings are used for office, R&D, industrial, and related uses. For purposes of this staff report, O'Brien Drive is considered to have an east-west orientation, and all compass directions referenced herein will use this orientation. The project site is located south of O'Brien Drive, between Willow Road and Kelly Court.

Parcels immediately to the east and west of the project site are also located in the L-S zoning district. The parcels to the north of the project site are zoned LS-B (Life Sciences – Bonus) and currently contain a mix of office, light industrial, and R&D uses. Parcels to the south are single-family residences located in East Palo Alto. A location map is provided as Attachment A.

Project Overview

The applicant is proposing to construct a new three-story life sciences/research and development (R&D) building with a ground floor commercial space. The building would be approximately 67,688 square feet in size, inclusive of an approximately 5,787-square-foot commercial space on the ground floor, in the life science (L-S) zoning district located at 980-1030 O'Brien Drive.

As part of the project, two of the existing buildings, located at 1020 and 1030 O'Brien Drive, would be demolished, and the buildings and uses at 980-990 and 1010 O'Brien Drive, including the community hub sponsored by Meta, would be retained. The applicant proposes to construct the building utilizing the development potential (e.g., gross floor area.) from all four parcels. The development regulations would be calculated across the entire project site (e.g. gross floor area, parking, etc.). Two of the four parcels would be merged to allow for the development of the proposed building. This is a non-bonus level development project.

The total gross floor area of R&D and related uses, inclusive of the two buildings to remain, would be 85,739 square feet (a floor area ratio of 55 percent). The commercial space would add an additional floor area ratio of 3.7 percent beyond the 55 percent allowed for R&D uses.

The ground floor of the proposed building would include a main entry lobby, and a commercial space for non-life sciences use, which would be further refined and the uses identified as part of the review process. The proposed project also includes a request for hazardous materials (diesel fuel) for an emergency backup generator. Project description letter and plans are included as Attachments B and C respectively.

Site layout

The proposed building would be three stories with two floors devoted to life-sciences/R&D use located above surface level parking, a covered entry plaza, an entry lobby, and commercial space. Steps and pedestrian ramps at the northeast and northwest corner of the building are proposed to bring pedestrians from the sidewalk to the front doors of the lobby on O'Brien Drive, which would be raised to comply with the City's sea level rise and federal emergency management agency design requirements. Driveways would also be located at the northeast and northwest corners of the site and provide access to the garage entrance located at the south of the proposed building and a passenger drop-off zone to the west. A fire and service access lane would also run north to south along the eastern and western edges of the proposed building.

The proposed building appears to comply with the minimum and maximum setbacks permitted at the street frontages. The majority of the street façade is located within the maximum 25-foot setback requirement, with the lobby entrances further set back which is allowed in the L-S zoning district. The building would meet or exceed the minimum interior side setbacks of 10 feet.

Analysis

Floor Area Ratio (FAR) and Gross Floor Area (GFA)

The proposed project would be developed at a base-level FAR of approximately 54.9 percent. The L-S zoning district allows 55 percent as the maximum permitted GFA for base level development for non-commercial uses, and an additional 10 percent for commercial uses. The proposed building would utilize development potential from the 980-990 and 1010 O'Brien Drive parcels through a transfer of development rights and all development regulations would be comprehensively evaluated across the entire project site rather than on a parcel-by-parcel basis. Per municipal code section 16.04.325 (C)(4) covered porches with columns or posts more than 12 inches in width are counted towards GFA. The proposed columns in the covered entry area/plaza would be approximately 18 inches in width, meaning the covered entry area would count towards GFA and the proposed building is considered non-compliant with regard to the maximum permitted GFA as it exceeds the permitted GFA by approximately 3,889 square feet. Staff will be working with the applicant to bring the project into compliance. Table 1 below shows the project without the covered entry and provides a comparison between the existing and proposed development as it relates to the L-S development standards.

Table 1: Project data*			
Project component	Existing	Proposed project	Zoning Ordinance base level standards (maximums)
LS/Office square footage	61,957 SF	85,739 SF	85,800 SF
LS/Office floor area ratio	39.7%	54.9%	55%
Commercial square footage	0 SF	5,787 SF	15,600 SF
Commercial floor area ratio	0%	3.7%	10%
Total square footage	61,957 SF	91,526 SF	101,400 SF
Total floor area ratio	39.7%	58.6%	65%

* The numbers for the proposed project do not include the covered entry and will likely increase slightly as the project is brought into conformance with the GFA

The L-S zoning district allows for a mixture of land uses to support light industrial and research and development sites and opportunities for quality employment while also facilitating the creation of a thriving business environment with goods and services that support adjacent neighborhoods as well as the employment base. The proposed commercial (non-life sciences) square footage would be substantially under the allowed maximum. The commercial use or uses would need to be determined prior to conducting the transportation impact analysis and related environmental analyses.

Height

Table 3 below outlines the proposed height of the building.

Table 3: Building height		
	Proposed	Zoning Ordinance standards
Height (Maximum)*	45 feet	45 feet
Height (With mechanical screening)**	56 feet	59 feet

* The height limits include the 10-foot height increase allowed for properties within the FEMA flood zone.

**Mechanical screening is permitted to extend 14 feet above the height of the building.

Parking and circulation

Vehicle parking and circulation

The proposed project would include a total of 192 parking stalls for the R&D and commercial uses, where 153 is the minimum and 243 is the maximum required parking stall count. Two driveways would be located at the northeast and northwest corners of the proposed building. Forty-seven of the 192 parking stalls would be covered and the majority of the uncovered spaces would be located south of the proposed building along the rear property line and nine to the east and nine to the west of the proposed building. Table 2 below provides a comparison between the existing and proposed parking spaces and table 3 shows the minimum and maximum parking requirements per land uses based on the Zoning Ordinance requirements.

Table 2: Existing and proposed parking counts		
Building	Existing	Proposed
980-900 O'Brien Drive	24	24
1010 O'Brien Drive	36	36
1020 O'Brien Drive	4	132
1030 O'Brien Drive	15	
Total	79	192

Table 3: Parking counts based on land use				
Building	Square feet	Land use	Minimum* required	Maximum** allowed
980-900 O'Brien Drive	12,023	50% Office and life sciences	21	33
1010 O'Brien Drive	11,815	Office	24	36
1020-1030 O'Brien Drive	67,688	91.5% life sciences and 8.5% commercial	108	175
Total			153	244

*Minimum spaces required for office, life sciences, light industrial and R&D is 2 per 1,000 square feet. The most parking intensive use has been used for the commercial use which requires 2.5 spaces per 1,000 square feet.

**Maximum spaces required for office, life sciences, light industrial and R&D is 3 per 1,000 square feet. The most parking intensive use has been used for the commercial use which requires 3.3 spaces per 1000 square feet.

Bicycle and pedestrian circulation

The proposed project would include a total of 38 bicycle parking spaces for the R&D and commercial uses, where 21 is the minimum required across all parcels. The project proposes to provide a total of 32 long-term and six short-term bicycle parking spaces. The proposed building would incorporate bicycle parking into a dedicated storage room on the first level of the building. The short-term spaces would be located in the publicly accessible open space along the building frontage. For R&D uses in the L-S zoning district, one space per 5,000 square feet (80 percent long-term and 20 percent short-term) is required. For commercial uses 20 percent long-term and 80 percent short-term parking is required. The proposed bicycle parking for the new building would meet this minimum requirement. A minimum of 15 long-term and 5 short-term bicycle parking spaces are required. However, all bicycle parking is proposed in or around the proposed building. Staff will work with the applicant to see if there are feasible opportunities to place bicycle parking in front of the two existing buildings.

As part of the proposed project, it is anticipated that a new sidewalk and other street frontage improvements such as street trees, planting buffers (including green infrastructure), and complete streets improvements would be provided along O'Brien Drive across the entire project frontage, as required by the City's Public Works Department. Staff will be working with the applicant to identify the required frontage improvements.

Open space

The proposed project would be required to provide open space equivalent to 20 percent of the project site area, of which 50 percent must be provided as publicly accessible open space. According to the Zoning Ordinance (Chapter 16.44.120(4)(A):

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 spaces 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 minimum open space required for the proposed project would be 31,200 square feet, of which a minimum of 15,600 square feet must be publicly accessible and meet the requirements stated above. The applicant has submitted plans that include areas of paving/parking which do not count towards the open space requirements. Currently, the compliant open space amount is approximately 19,052 square feet, which includes landscaping in the front of 1020-1030 O'Brien, and 7,494 square feet of upper level terraces. Additionally, the covered entry plaza would count towards the project's open space requirements, which would be an additional 3,889 square feet; for a total of 22,941 square feet. While the covered entry plaza counts towards GFA, in this instance staff believes that it would also count towards open space because of its design which is an extension of the uncovered plaza, and because it's generally open in nature and on the ground level. The covered entry plaza would also include site furnishings, bicycle parking, decorative pavement, and landscaping. The applicant will need to revise the proposal to comply and staff will be working with the applicant to bring the project to compliance.

Publicly accessible open space

The applicant has submitted preliminary plans that identify the design and layout of the publicly accessible open space totaling approximately 15,996 square feet. The applicant's proposal identifies the uncovered entry plaza and the landscaped stormwater in-filtration area as publicly accessible, however the stormwater in-filtration area is not considered publicly accessible. The project currently includes 11,558 square feet of publicly accessible open space which include landscape to the front of the building and the uncovered plaza, and staff will be working with the applicant to bring the proposed project into compliance. Additionally, the covered entry plaza would count towards the project's publicly accessible open space requirement, which would be an additional 3,889 square feet; for a total of 15,447 square feet. The publicly accessible open space would be located on the ground level, visible from the public right-of-way, and would contain direct connections to the public right-of-way. The covered entry plaza would include site furnishings, bicycle parking, decorative pavement, and landscaping.

Trees and landscaping

The proposed project would require the removal of ten trees in the existing parking and landscape areas, one of which one is heritage-sized. The applicant applied for a heritage tree removal permit, currently under review by the City Arborist, and has also provided a conceptual replanting plan and schedule that is currently being evaluated. The total number of trees to be planted as part of the proposed project will continue to be refined with future submittals.

Frontage landscaping

The applicant is requesting a use permit to modify frontage landscaping design standards. The applicant indicates that while stormwater management is designed site-wide, the proposal does not meet the 50 percent infiltration planter design standard at the frontage area due to site constraints. The applicant is proposing the stormwater infiltration system to the rear instead of the front.

Design standards

In the L-S 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. 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. Below is a summary of how the project complies with various design standards. As staff continues to review the proposed project additional compliance documentation may be required to ensure compliance with the requirements of the Zoning Ordinance. Staff is reviewing the project for compliance with the design standards.

Architectural style and building design

The proposed R& D building would be designed in a modern architectural style with rectangular forms with a steel superstructure and aluminum and glass curtainwalls. The main entry of the proposed building would be located near the center of the frontage along O'Brien Drive and would be clad in glass curtain walls with a composite panel projection framing the entrance. The cantilevered overhang over the covered entry plaza would feature wood soffits which would add visual warmth. The ground-level garage's façade, facing O'Brien Drive, would feature a metal screen. The two stairwells would anchor the building on both sides featuring cement board panels.

The proposed building would utilize bird-friendly glass for the majority of the building facades along with composite panels. The upper levels of the proposed building would be rotated to create a varied design which would also help soften the massing and provide upper level terraces. The upper level terraces would feature a glass railing, which would integrate well with the adjacent curtainwall.

Building modulations

The applicant has requested a use permit to modify the modulation requirement. The design standards for the L-S zoning district require modulations on street- and open space-facing facades, which need to be a minimum of one recess dimensioned 15 feet wide by 10 feet deep per every 200 feet of facade length from ground level to top of the building. The intent of the required modulations is to provide visual variety, reduce large building volumes, and provide spaces for entryways.

The proposed building would not comply with the strict design standards for articulation and building breaks per the L-S design standards. However, staff believes the project would meet the spirit of the modulation as shown on sheet G4.43, as the upper levels of the building are rotated to provide visual variety, varied massing, and provide a distinguished front entry for the building with portions that would cantilever outwards. The proposed upper level terraces would also add to the architectural variety.

Ground floor exterior

The applicant has provided preliminary diagrams indicating compliance with the ground floor transparency requirement. Staff believes the project generally would meet the ground floor exterior requirements and will continue to work with the applicant to ensure compliance through the development review process.

Summary

With regard to the overall project design/style and the application of L-S zoning district standards, staff believes that the project would generally comply with the design standards required by the Zoning Ordinance subject to obtaining a use permit for the modulation and the frontage landscaping deviations. Staff will continue to evaluate the proposed project to ensure compliance as more detailed plans are prepared and any modifications are made.

Emergency generator and potential future use of hazardous materials

The applicant has indicated that the proposed project would include a back-up diesel generator located on the eastern side of the building along the rear half of the property. As part of the review process, a generator testing schedule would be identified and staff would ensure that the proposed generator would

comply with the noise ordinance limitations of the Menlo Park Municipal Code. Typically, storage and use of diesel fuel associated with the emergency generator would require an administrative permit. However, the applicant has requested a use permit as part of a comprehensive entitlement for the project. The back-up diesel generator would be subject to review by the Menlo Park Fire Protection District, the San Mateo County Environmental Health Division, West Bay Sanitary District, the Menlo Park Building Division, and the Menlo Park Planning Division. The agency and division reviews are anticipated to be completed prior to action by the Planning Commission as part of the City actions on the overall project entitlements. Future tenants within the proposed life sciences building may utilize hazardous materials in compliance with the standards and requirements of the City's Zoning Ordinance. Any future use and storage of hazardous materials would be required to obtain an administrative permit through the City's Planning Division.

Green and sustainable building

In the LS zoning district, projects are required to meet green and sustainable building regulations. Accordingly, the proposed building would:

- Meet 100 percent of its energy demand through any combination of on-site energy generation, purchase of 100 percent renewable electricity, and/or purchase of certified renewable energy credits;
- Be designed to meet LEED (Leadership in Energy and Environmental Design) Gold BD+C (Building Design + Construction);
- Comply with the electric vehicle (EV) charger requirements adopted by the City Council in November 2022 (ordinance 1093);
- Meet water use efficiency requirements;
- Locate the proposed building 24 inches above the Federal Emergency Management Agency (FEMA) base flood elevation (BFE) to account for sea level rise;
- Plan for waste management during the demolition, construction, and occupancy phases of the project (including the preparation of the required documentation of zero waste plans); and
- Incorporate bird friendly design in the placement of the building, and use bird friendly exterior glazing and lighting controls.

In addition, the project would be required to use electricity as the only source of energy for all appliances used for space heating, water heating, cooking, and other activities, consistent with the City's reach code ordinance approved in September 2019. An exception may be requested for scientific laboratory uses for non-electric space conditioning, which the applicant has indicated the project would request. The applicant proposes to use natural gas for the purpose of heating the building. The reach codes went into effect beginning January 1, 2020. Further 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 topic areas are suggested by staff to guide the Commission's discussion, although Commissioners should feel free to explore other topics of interest. Some of the topics listed below were previously identified throughout the staff report.

- Open space/publicly accessible open space
- Commercial use
- Gross floor area
- Architectural design and materials

- Building modulations
- Overall approach

Correspondence

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

On February 28, 2023 the City Council authorized the City Manager to enter into a contract with Rincon Consultants, Inc. to complete an environmental analysis to prepare the appropriate level of review. Every discretionary action with the potential to impact the environment requires environmental review pursuant to the California Environmental Quality Act (CEQA.) One of the purposes of CEQA is to inform decision-makers and the public about the potential significant environmental effects of a proposed project. The first step in the environmental review process is for the City to determine if the proposed project would have a possible significant environmental effect or if the proposed project would qualify for a statutory or categorical exemption. Statutory exemptions are projects specifically excluded from CEQA consideration as defined by the State. Categorical exemptions are made up of classes of projects that generally are considered not to have potential impacts on the environment. If a project falls within one of these classes, and no exceptions apply, it is exempt from the provisions of CEQA and no further environmental review is required. If the City determines that a potential significant impact could occur, then an exemption would not be applicable and additional environmental review would be required.

Based on preliminary review of the proposed project, the proposed project may qualify for the Class 32 infill categorical exemption (CEQA Guideline Section 15332.) The Class 32 infill categorical exemption exempts infill development within urbanized areas if it meets certain criteria. For a proposed project to qualify under class 32 exemption, it must meet the following criteria:

- The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.
- The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses.
- The project site has no value as habitat for endangered, rare or threatened species.
- Approval of the project would not result in any significant effects relating to traffic, noise, air quality or water quality.
- The site can be adequately served by all required utilities and public services.

Consistent with the requirements of CEQA, for the proposed project technical studies are necessary to substantiate these criteria, including but not limited to transportation, air quality, noise and historical resources. The transportation analysis would be prepared in compliance with the City's TIA Guidelines, which include a vehicle miles traveled (VMT) threshold for compliance with CEQA and a non-CEQA level of service (or congestion) analysis for compliance with the City's general plan.

CEQA also mandates that projects which are consistent with the development density established by existing zoning, community plan, or general plan policies for which an EIR was certified shall not require additional environmental review, except as might be necessary to examine whether there are project-specific significant effects which are peculiar to the project or its site. If a Class 32 exemption is determined to not be appropriate, then additional analysis may be needed to determine whether a §15183 exemption would apply.

If through the project analysis the consultant and staff determine that there is a reasonable possibility that the project would have a significant effect, then per §15300.2 of the CEQA Guidelines, the City would further evaluate the possible environmental effects of the project through the appropriate level of environmental review (e.g., negative declaration, mitigated negative declaration or an EIR.)

Next steps

A contract for environmental analysis was authorized by City Council on February 28, 2023. Once the environmental and entitlement review processes are complete, the proposed project will be scheduled for public hearings by the Housing Commission and Planning Commission. Planning Commission will be the final decision making body unless the project entitlements are appealed. The proposed project could potentially be reviewed by the Planning Commission in the Summer or Fall 2023. .

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Public notification also consisted of publishing a notice in the local newspaper and notification by mail of owners and occupants within a ¼ mile radius of the subject property.

Attachments

- A. 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.

Exhibits to Be Provided at Meeting

None

Report prepared by:
Fahteen Khan, Associate Planner

Report reviewed by:
Corinna Sandmeier, Principal Planner
Kyle Perata, Planning Manager



CITY OF MENLO PARK

LOCATION MAP

980-1050 O'BRIEN DRIVE

Scale: 1:5,000

Drawn By: FNK

Checked By: CDS

Date: 3/13/2023





19 January 2023

1030 O'Brien Drive Project Description

Addresses and APNs:

980 O'Brien (APN: 055-422-090)

1010 O'Brien (APN: 055-422-100)

1020 O'Brien (APN: 055-422-060)

1030 O'Brien (APN: 055-434-010)

Development Area: 156,120 square feet (3.58 acres)

Zoning: LS- Life Sciences District

Project Overview

The development proposal for 1030 O'Brien contemplates a new three-story structure housing new research and development uses as permitted in the LS zoning district, complementing the existing life science and office uses on site and in the neighborhood. The ground floor will include screened and covered outdoor parking, building service and loading spaces, the main entry lobby, and expansion commercial space that will host public facing uses. Ground level improvements include new surface parking and landscaped plazas. There will be additional outdoor space in the form of elevated terraces at the third floor of the new building. Levels 2 and 3 will be tenant space dedicated to life science and related uses. The roof will host mechanical equipment, screened from view, and will be unoccupied.

The project site currently encompasses four legal parcels with four existing buildings. As part of the project, two of the existing buildings, located at 1020 and 1030 O'Brien, will be demolished and their lots will be merged into a new parcel for the proposed new structure at 1030 O'Brien. In addition, the project site includes the contiguous parcels located at 980 and 1010 O'Brien respectively, which are held in common ownership. The purpose of including four lots as part of the overall "project site" is to capture unused FAR at 980 and 1010 O'Brien and apply it to the new building at 1030 O'Brien. While these parcels would not be merged with the new parcel to be created by merger, the applicant is requesting the proposed project be reviewed as if it is one parcel such that development regulations, such as density, gross floor area, height, parking and open space, are comprehensively evaluated across the entire project site rather than on a parcel-by-parcel basis. We also understand that as a condition of approval, the City would require a deed restriction be recorded documenting that the development potential is shared as between the three legal parcels that will comprise the project site after the merger is complete.

Use Permit Requests

The project seeks two use permits:

Sec. 16.44.120(2) Design Standards, Building Modulations

See sheet G4.43 for an analysis of a code compliant massing and the proposed design.

Sec. 16.44.120(1) Design Standards, Frontage Landscaping

—

The proposed project meets the design standard for 40% planted area at the building frontage. While stormwater management is designed site-wide the proposal does not meet the 50% infiltration planter design standard at the frontage area.

Due to the requirements from other city and government agencies; the front landscape requirement conflicts with both the amount of landscape and the requirement for that area to be used for on-site treatment. The area that is ear-marked under this directive would be addressed with flow-through planter structures. However, meeting these stormwater requirements conflicts with planning code restrictions on structures within setbacks. Therefore, stormwater is treated outside the setback.

Scope of Improvements

As mentioned above, the project site includes four lots, two of which will be combined. All project requirements, including density, parking, and outdoor space, are calculated across the entire project site (inclusive of the new parcel resulting from the merger of 1020 and 1030 O'Brien, and the existing parcels at 980 and 1010 O'Brien). To meet parking and open space requirements, the Project will also include improving site areas around 980 and 1010 O'Brien, with restriping of parking and sidewalk improvements. The project includes streetscape improvements in front of all lots, including deferred improvements described by DFIA 2020-106157. Recent site improvements at 1010 O'Brien under separate permit will remain and will be incorporated into the overall development.

Site Design

The design approach to site design encompasses meeting open area and parking requirements across the development site as well as integrating the development with the surrounding neighborhood. At 1030 O'Brien, site design plays an important role in welcoming workers and visitors to the building with planting, plazas, and amenities. The site design also screens surface parking and service areas, further improving the street experience.

The concept is based upon the form of an abstracted DNA double helix. Swoopy forms are the result and create a natural park-like framework for plazas, pathways, and planters and stormwater treatment throughout the site. Employees and visitors will pull into a drop-off plaza near the building entrance. The publicly accessible entry plaza is filled with large swoopy planters creating a parklike experience and providing seating nestled into the planters for the pedestrian and bicycle approach to the main building entry, which faces the entry plaza. On the northwest corner of the building a publicly accessible patio will provide outdoor seating for the adjacent publicly accessible and street-facing commercial space. The parking lot will be filled with shade trees to mitigate the urban heat island effect. On the 3rd floor are two roof gardens. At the north side of the building there is a small terrace with planter and modest seating. At the south side of the building is a large roof garden that provides a large amenity space to be enjoyed by employees. Swoopy planters provide areas for large and small seating areas that can be used for relaxation or work. At the southeast corner of the roof deck a large flexible space can be used for workplace function or to enjoy the sunset views.

Stormwater Management

The site of 1030 O'Brien presently has buildings constructed below the base flood elevation. To develop the site the finished floor needs to be raised. Raising the finished floor causes issues with the sloping around the site and building. Stormwater collection at the front of the site infeasible since natural grades run downslope towards the south of the site. To the west and the east, traffic rated trench drains need to be installed to channel water to pumps to flow-through planters. Existing natural grades including the southern parking lot slope from the building to the existing fence line at the south end of the site that contains a new flow-through planter at grade. Around the site, self-treating and self-retaining areas will address isolated landscape areas. No non-lid treatment measures are being considered for this project.

Style, Materials, Colors, and Construction Methods

1030 O'Brien aims to be an attractive research and development facility, bringing established and stable companies interested in long-term occupancy in Menlo Park. As such, the architecture of 1030 O'Brien will reflect the innovative, forward-thinking work being done inside while providing tenants with flexible, functional, energy efficient spaces and ample outdoor space that supports a variety of workplace scenarios.


The massing concept of 1030 O'Brien is focused on a simple formal move of rotating the third floor slightly over the floors below. Doing this creates extensive massing modulation and outdoor spaces throughout the building, addressing the main entrance with a dramatic overhang and creating a third floor south-facing terrace. The rotated glass volumes are then visually anchored by more solid volumes which are the two stair towers and the main entrance lobby.

Materials, colors, and construction methods all work in concert with the architectural concept. A steel superstructure provides research and development uses with stability, flexibility, and vibration isolation. Aluminum and glass curtainwalls provide daylight and views in patterns designed with variety and delight in mind, and the three primary anchoring elements mentioned above will be clad with a cement board rainscreen system. The cement board panels feature a subtle variety of color shades and texture to enrich the composition. Each terrace is also designed as an extension of the ground floor outdoor areas, complete with planted areas supporting a variety of activities. At select moments, such as the cantilevered overhang at the entry plaza, wood soffits add visual warmth to welcome occupants and visitors, complementing the crisp and textured materiality of the cement board panels and glass curtainwalls. Each terrace includes glass guardrails that integrate well with the adjacent curtainwall, and at the roof a mechanical screen blocks views to unsightly equipment, detailed as painted perforated metal.

The concept, massing, materials, and detailing work in concert to create a dynamic, modern, site-specific architecture that reflects its intended use and responds to the surrounding built and ecological environments, all of which will help promote the neighborhood as a center for innovation in science.

Building Design (see Sec. 16.44.120(6))

- (A) The main building entrance faces a publicly accessible plaza. The plaza features landscaping and site furniture that brings human scale to the street. See sheet A1.02
- (B) Utilities, including backflow preventers, are concealed from view by planting. See sheet A1.02 and C4.1.
- (C) The project includes a dedicated enclosure at the rear of the property for the storage and collection of recycling, compost, and solid waste. See the site plan on sheet A1.02.
- (D) The trash enclosure conceals views of containers with attractive spit face CMU blocks and sturdy painted steel gates.

- 
- (E) The utility and trash enclosure materiality is compatible with the main building, employing split faced block with integrates well with the concrete structure and cement board rainscreen of the main building.
 - (F) As described above, building materials are durable and of high quality, offering views of the activities inside the building. There is no stucco proposed anywhere on the building.
 - (G) The building massing through the use of terraces, the lobby mass projection, and stair towers provide variety to the roof line and offers an interesting skyline along O'Brien Drive, matching modulations and setbacks.
 - (H) Rooftop elements including stair and elevator towers are an integral part of the overall design, anchoring the rotating glass elements of the building.
 - (I) Rooftop equipment is screened and does not exceed noise levels as required by Sec. 16.08.095.

Neighborhood Outreach

On June 22, 2022, the applicant sent letters to all adjacent property owners as well as nearby stakeholders describing the project and offering to provide additional information and/or to meet to review the project. To date, no responses have been received.

Public Access

After considering the request to provide public pedestrian access between Westminster Way and O'Brien Drive through 980 O'Brien, the applicant has determined that this will not be possible. The primary reason is security concerns for tenants and added liability issues. The property has a secure, and at times locked, rear parking area. Life Science tenants often require very high levels of security to protect their proprietary technology. Any reduction to the security, not to mention parking, would have a very negative impact to tenants.

Construction

All equipment used for the construction of this project will meet the EPA's Tier 4 Emission Standards.



NOTES

a. Any frontage improvements which are damages as a result of construction will be required to be replaced. All frontage improvement work shall be in accordance with the latest version of the City Standard Details.

b. An encroachment permit from the Engineering Division is required prior to any construction activities, including utility materials, in the public right of way.

1030 O' BRIEN

PLANNING APPLICATION - REVISION 3

JANUARY 19, 2023

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Date

Revision description

4

2023-01-19

PLANNING REVISION 3

3

2023-01-04

PLANNING REVISION 2

2

2023-07-27

PLANNING REVISION 1

1

2022-02-11

PLANNING APPLICATION

#

Date

Issue description

STAMP
HERE

1030 o'brien

1030 O'Brien Drive

Menlo Park, CA 94025

project number: 21-205

date: 2023-01-19

TITLE SHEET

G0.00

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C2

- GENERAL**
- G0.00 TITLE SHEET
 - G0.01 SHEET INDEX
 - G0.02 PROJECT INFORMATION
 - G1.01 CODE SUMMARY, OCCUPANCY SEPARATION SECTION, FIRE SEPARATION DIAGRAM
 - G1.02 CODE ANALYSIS PLANS
 - G1.03 CODE ANALYSIS PLANS
 - G2.01 BUILDING GROSS AREA - MENLO PARK MUNICIPAL CODE
 - G2.02 EXISTING BUILDING 980990 GROSS AREA - MENLO PARK MUNICIPAL CODE
 - G2.03 EXISTING BUILDING 1010 GROSS AREA - MENLO PARK MUNICIPAL CODE
 - G3.01 PARKING DATA AND DIAGRAMS
 - G4.01 EXISTING CONDITIONS PHOTOGRAPHS
 - G4.21 MATERIAL PALETTE
 - G4.42 TRANSPARENCY DIAGRAM
 - G4.43 BUILDING MODULATION DIAGRAM
- GENERAL: 14**

- ARCHITECTURE**
- A1.00 EXISTING SITE PLAN
 - A1.01 AREA PLAN
 - A1.02 PROPOSED SITE PLAN
 - A1.03 ENLARGED SITE PLAN & SITE CIRCULATION PLAN
 - A2.01 LEVEL 1 FLOOR PLAN
 - A2.02 LEVEL 2 FLOOR PLAN
 - A2.03 LEVEL 3 FLOOR PLAN
 - A2.04 ROOF PLAN
 - A3.01 BUILDING ELEVATIONS
 - A3.02 BUILDING ELEVATIONS
 - A3.03 3D VIEWS
 - A3.04 3D VIEWS
 - A3.11 BUILDING SECTIONS
 - A8.01 EXTERIOR DETAILS - TYPICAL WALL ASSEMBLIES
 - A8.02 EXTERIOR DETAILS - FLOOR AND ROOF ASSEMBLIES
- ARCHITECTURE: 15**

- CIVIL**
- C1.0 EXISTING CONDITIONS
 - C2.1 PRELIMINARY CIVIL SITE PLAN
 - C2.2 PRELIMINARY CIVIL SITE PLAN
 - C3.1 PRELIMINARY GRADING & DRAINAGE PLAN
 - C3.2 PRELIMINARY GRADING & DRAINAGE PLAN
 - C4.1 PRELIMINARY UTILITY PLAN
 - C4.2 PRELIMINARY UTILITY PLAN
 - C5.0 STORMWATER QUALITY CONTROL PLAN
- CIVIL: 8**

- LANDSCAPE**
- L0.00 LANDSCAPE NOTES AND LEGENDS
 - L0.01 LANDSCAPE NOTES AND LEGENDS
 - L0.02 GROUND LEVEL LANDSCAPE COLOR PLAN
 - L0.03 LANDSCAPE 3RD LEVEL TERRACE COLOR PLAN
 - L0.05 OPEN SPACE CALCULATIONS
 - L1.00 LANDSCAPE GROUND LEVEL MATERIALS PLAN
 - L1.01 LANDSCAPE PLAZA ENLARGEMENT PLAN
 - L1.02 LANDSCAPE 3RD LEVEL TERRACE MATERIALS PLAN
 - L2.00 LANDSCAPE GROUND LEVEL PLANTING PLAN
 - L2.01 LANDSCAPE 3RD LEVEL TERRACE PLANTING PLAN
 - L3.00 LANDSCAPE PLANTING IMAGES
 - L3.01 LANDSCAPE PLANTING IMAGES
 - L3.02 LANDSCAPE PLANTING IMAGES
 - L4.00 LANDSCAPE DETAILS
 - L4.01 LANDSCAPE DETAILS
 - L4.02 LANDSCAPE DETAILS
 - L4.03 LANDSCAPE DETAILS
- LANDSCAPE: 17**

- PHOTOMETRICS**
- XE.301 980-1030 O'BRIEN STREET PHOTOMETRIC PLAN
- PHOTOMETRICS: 1**

- SURVEY**
- G0.10 BOUNDARY & TOPOGRAPHIC SURVEY - 990 1010 1020 1030 O'BRIEN
- SURVEY: 1**

TOTAL SHEETS IN SET: 56

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R+M Properties

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4	2023.01.19	PLANNING REVISION 3
3	2023.11.04	PLANNING REVISION 2
2	2023.07.27	PLANNING REVISION 1
1	2022.02.11	PLANNING APPLICATION

Date Issue Description



1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025

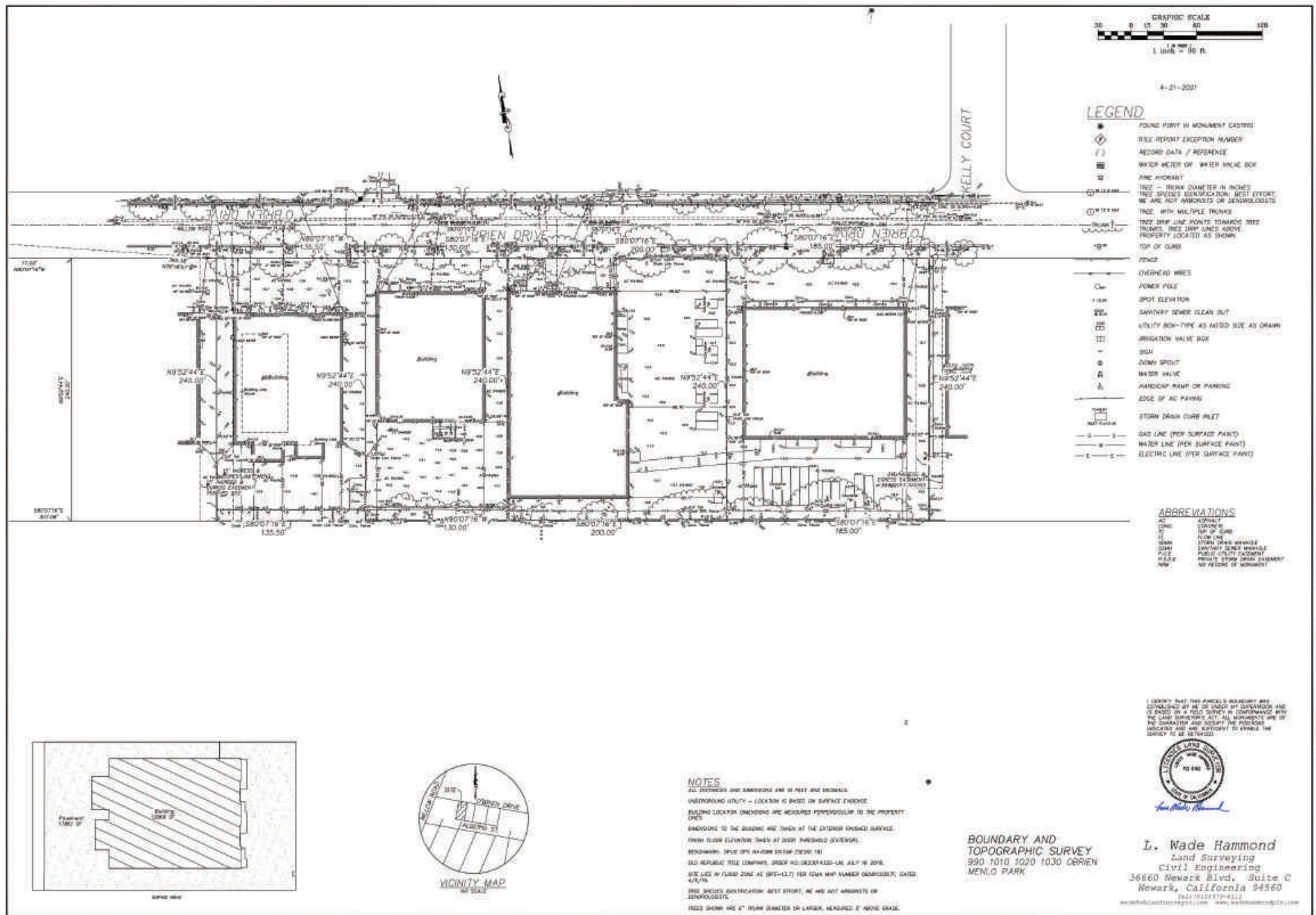
project number: 21-005
date: 2023.01.19

SHEET INDEX

G0.01.

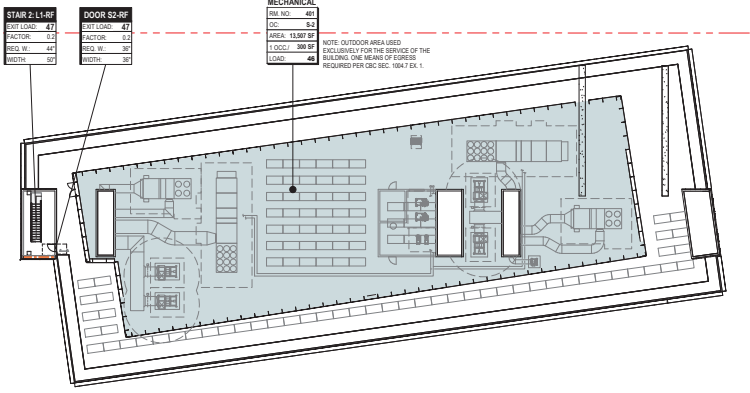
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0.02



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1 CA, ROOF



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- | # | Date | Issue description |
|---|------------|----------------------|
| 4 | 2023.01.19 | PLANNING REVISION 3 |
| 3 | 2023.01.04 | PLANNING REVISION 2 |
| 2 | 2023.07.27 | PLANNING REVISION 1 |
| 1 | 2023.02.11 | PLANNING APPLICATION |

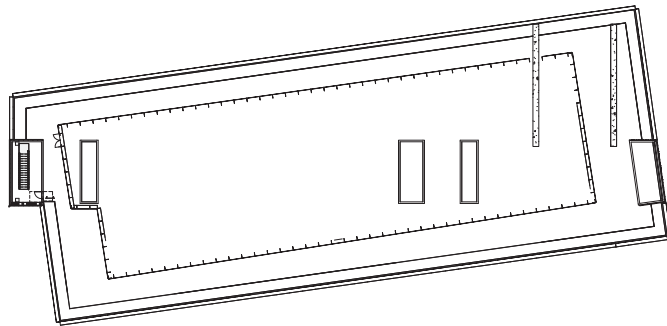


1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025

project number: 21-205
date: 2023.01.19

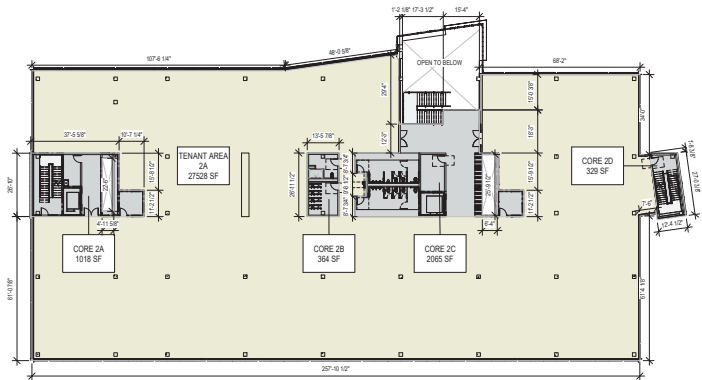
CODE ANALYSIS
PLANS

NOT FOR CONSTRUCTION



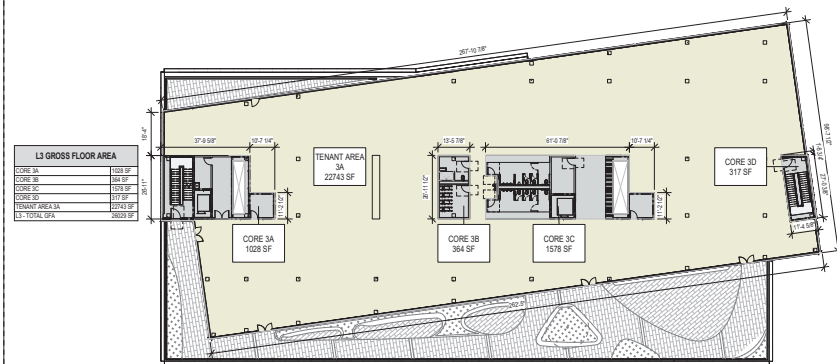
4 ROOF DECK (UNOCCUPIED)

3/64" = 1'-0"



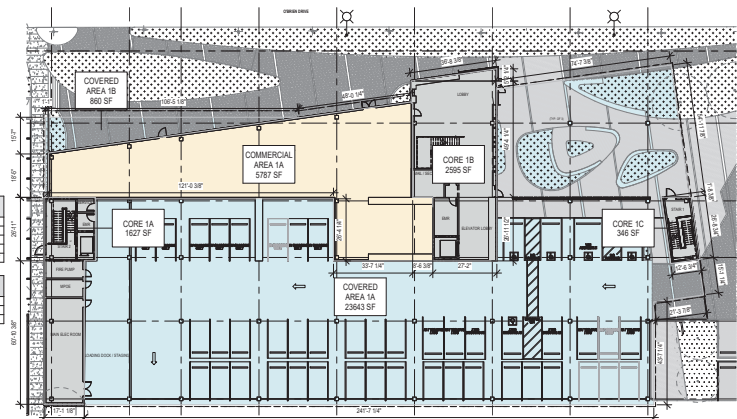
2 LEVEL 02

3/64" = 1'-0"



3 LEVEL 03

3/64" = 1'-0"



1 LEVEL 01

3/64" = 1'-0"

COMMERCIAL AREA
CORE
COVERED AREA
TENANT AREA

GROSS BUILDING AREA

LEVEL	AREA	TYPE
LEVEL 01	5707 SF	COMMERCIAL AREA
LEVEL 01	1627 SF	GROSS FLOOR AREA
LEVEL 02	1018 SF	GROSS FLOOR AREA
LEVEL 03	1028 SF	GROSS FLOOR AREA
LEVEL 03	2055 SF	GROSS FLOOR AREA
TOTAL GROSS FLOOR AREA	10265 SF	

GROSS COVERED AREA

LEVEL	AREA	TYPE
LEVEL 01	5707 SF	COVERED AREA
TOTAL COVERED AREA	7334 SF	

- 4 2023.01.19 PLANNING REVISION 3
3 2023.01.19 PLANNING REVISION 2
2 2023.07.27 PLANNING REVISION 1
1 2023.02.11 PLANNING APPLICATION

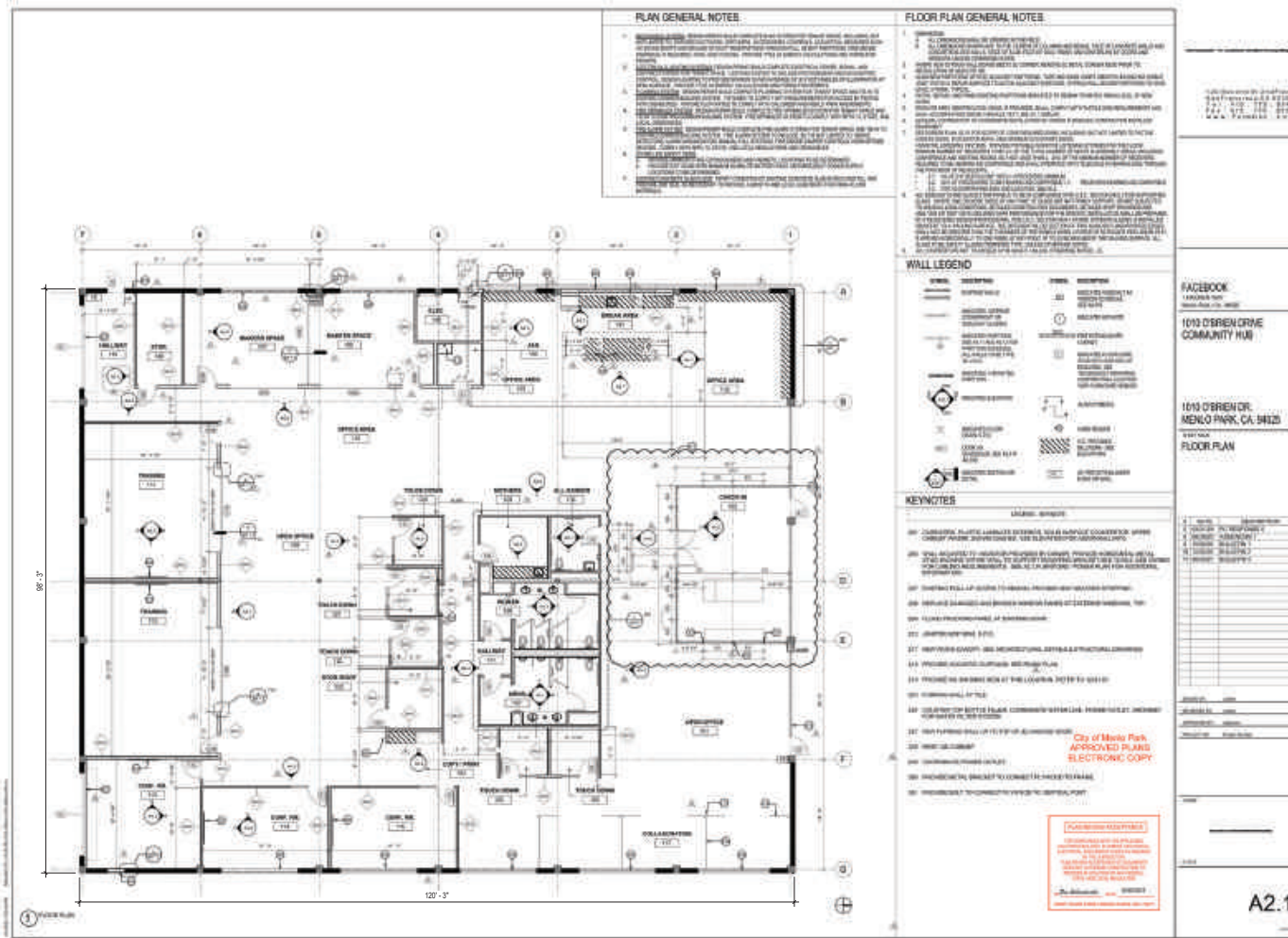
Date Issue description



1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025

project number: 21-006
date: 2023.01.19
BUILDING GROSS
AREA - MENLO PARK
MUNICIPAL CODE

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1010 O'BRIEN
(E) USE: OFFICE

GROSS FLOOR AREA (1010 O'BRIEN)	
SI AREA	11,811 SF

FOR REFERENCE ONLY
NO PROPOSED WORK

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PROJECT
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FACEBOOK
1010 O'BRIEN DRIVE
COMMUNITY HUB

1010 O'BRIEN DR.
MENLO PARK, CA 94025
1010 O'BRIEN
FLOOR PLAN

DATE	DESCRIPTION
1/20/21	1010 O'BRIEN DRIVE COMMUNITY HUB
2/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB
3/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB
4/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB
5/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB
6/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB
7/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB
8/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB
9/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB
10/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB
11/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB
12/2/21	1010 O'BRIEN DRIVE COMMUNITY HUB

A2.1

#	DATE	DESCRIPTION
4	2023.01.19	PLANNING REVISION 3
3	2023.01.04	PLANNING REVISION 2
2	2023.07.27	PLANNING REVISION 1
1	2022.02.11	PLANNING APPLICATION

DATE DESCRIPTION

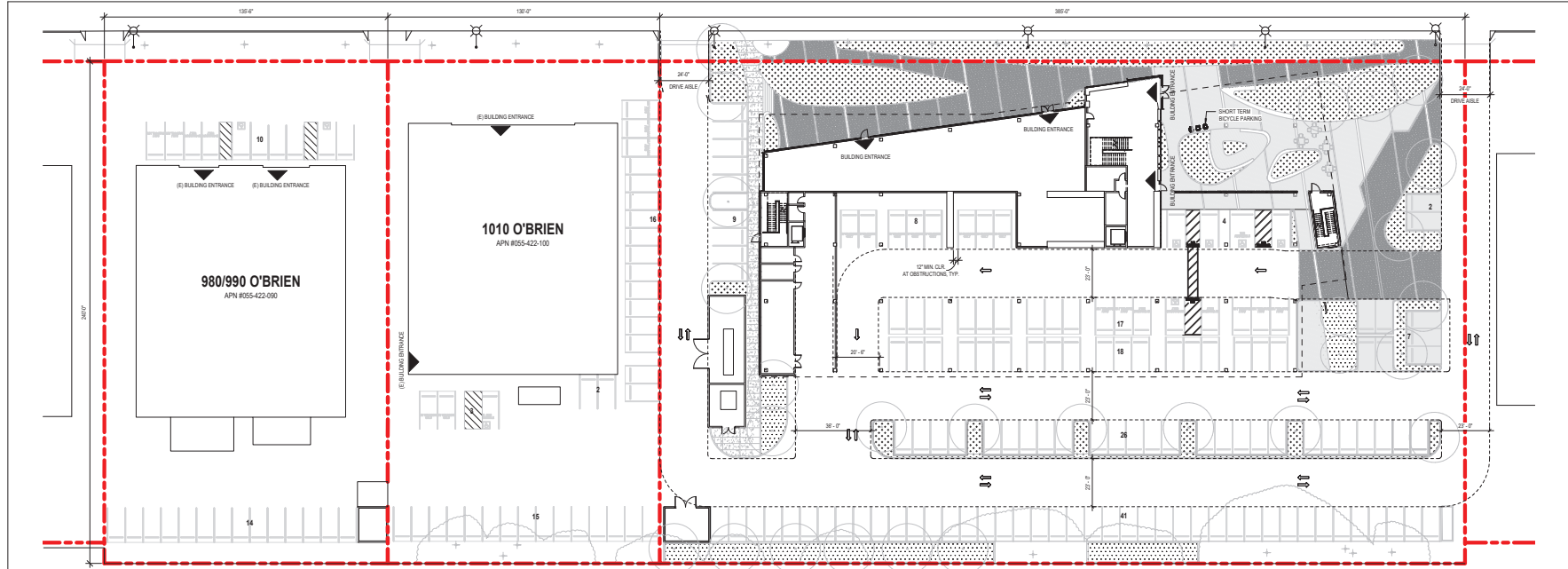
1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025

PROJECT NUMBER: 21-005
DATE: 2023.01.19

EXISTING BUILDING
1010 GROSS AREA -
MENLO PARK
MUNICIPAL CODE

G2.03.

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19 PARKING PLAN

3/8" = 1'-0"

VEHICLE PARKING CALCULATION

ADDITIONAL	12,000 SF
EXISTING BUILDING 9890	12,000 SF
EXISTING BUILDING 1010	87,000 SF
NEW BUILDING AREA (INCL. 10% COMMERCIAL)	87,000 SF
AVAILABLE OFFICE AREA	
MIN. PARKING CALCULATION	
OFFICE	21,000 SF MIN.
LIGHT INDUSTRIAL, RFD	1.0:1,000 SF MIN.
	77 STALLS
	26 STALLS
	172 STALLS
AVAILABLE OFFICE AREA	
MAX. PARKING CALCULATION	
OFFICE	31,000 SF MAX.
LIGHT INDUSTRIAL, RFD	2.0:1,000 SF MAX.
	116 STALLS
	232 STALLS
	274 STALLS
ELONGATION	
10% OF MIN. PARKING (MARKED AS CARPOOL/2V) 26 STALLS	
OF WHICH 2V = 10% OF TOTAL PARKING	16 STALLS
OF WHICH PER TABLE 115.02.2.1	1 EV ADA (VAN)
	1 EV ADA
ADA PARKING	
ACCORDING TO TABLE 115.02.2	6 STALLS
OF WHICH, VAN ACCESSIBLE + ADA STALLS 16	1 STALL

STALLS PROVIDED	STALLS REQUIRED
STANDARD	100
EV VAN ACCESSIBLE	1
EV	1
EV CARPOOL/2V	1
ADA	1
TOTAL STALLS PROVIDED	102
PARKING RATIO:	2.16 STALLS/1,000 GSF

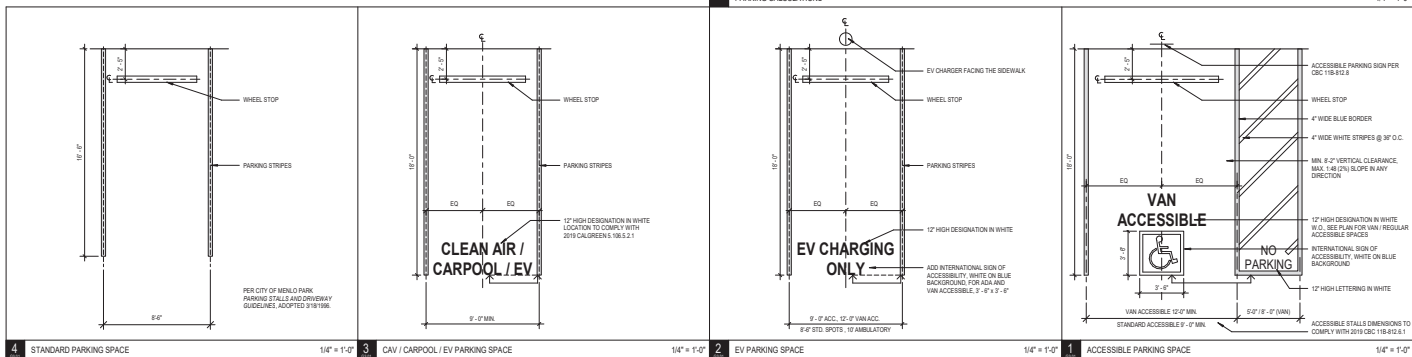
BICYCLE PARKING CALCULATION

(FOR OFFICE & RESEARCH DEVELOPMENT PER MUNICIPAL CODE SECTION 16.44.000)

MIN. PARKING CALCULATION	2,500 SF (MIN. 2 SPACES) 2 x (87,000/500) = 38 SPACES
BREAKDOWN:	80% LONG TERM
	20% SHORT TERM
CLASS 1	LONG-TERM BICYCLE PARKING PROVIDED: 30 STALLS (80% OF ALL BICYCLES SPACES)
	LONG-TERM BICYCLE PARKING PROVIDED: 30 STALLS (80% OF ALL BICYCLES SPACES)
CLASS 2	SHORT-TERM BICYCLE PARKING PROVIDED: 8 STALLS (20% OF ALL BICYCLES SPACES)
	SHORT-TERM BICYCLE PARKING PROVIDED: 8 STALLS (20% OF ALL BICYCLES SPACES)

PARKING CALCULATIONS

1/8" = 1'-0"



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4	2023.01.19	PLANNING REVISION 3
3	2023.01.14	PLANNING REVISION 2
2	2023.07.27	PLANNING REVISION 1
1	2022.02.11	PLANNING APPLICATION

Date Issue description



1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025

PROJECT NUMBER: 21-005



DATE: 2023.01.19

PARKING DATA AND
DIAGRAMS

G3.01

C11

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		3 1020 O'BRIEN (TO BE DEMOLISHED)
		
		2 1020 O'BRIEN (TO BE DEMOLISHED)
	5 980 - 990 O'BRIEN (TO REMAIN)	
		1 1030 - 1050 O'BRIEN (TO BE DEMOLISHED)
	4 1010 O'BRIEN (TO REMAIN)	
		KEY PLAN - SITE PHOTOS

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4 2023.01.19 PLANNING REVISION 3
3 2022.11.04 PLANNING REVISION 2
2 2023.07.27 PLANNING REVISION 1
1 2022.02.11 PLANNING APPLICATION

Date Issue Description



1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025

project number: 21-006
date: 2023.01.19

EXISTING
CONDITIONS
PHOTOGRAPHS

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RENDERING VIEW LOOKING SOUTHWEST



RENDERING VIEW LOOKING NORTHEAST



3 WOOD SOFFIT



2 COMPOSITE PANEL



BIRD FRIENDLY GLAZING: CERAMIC FRIT PATTERN @ GL-1. SEE A3.01 & A3.02



1 ALUMINUM & GLASS CURTAINWALL

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4 2023.01.19 PLANNING REVISION 3
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1 2022.02.11 PLANNING APPLICATION

Date Issue description



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1030 O'Brien Drive
Menlo Park, CA 94025

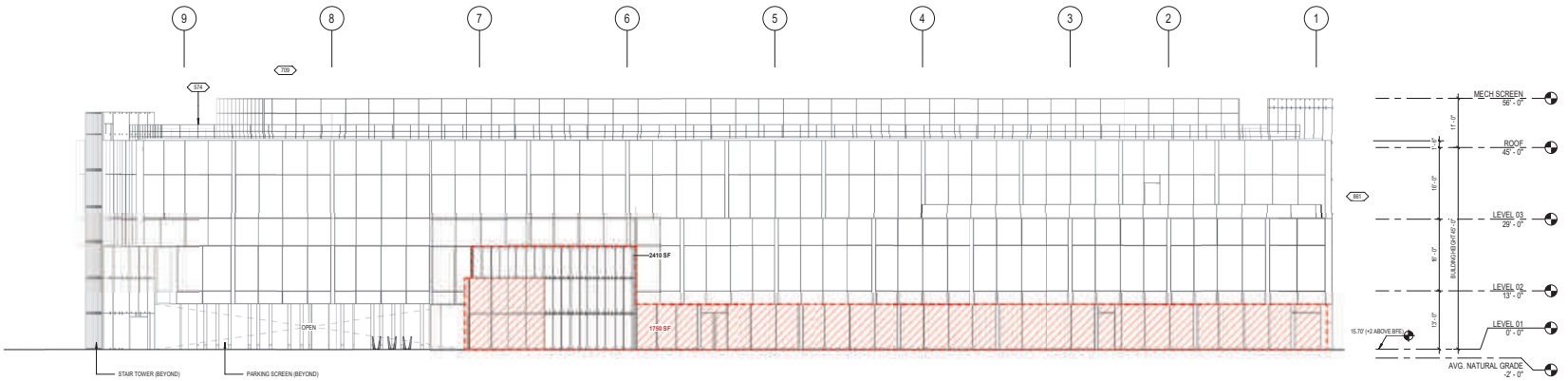
project number: 21-006
date: 2023.01.19

MATERIAL PALETTE

G4.21

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1. NORTH ELEVATION GLAZING CALCULATION

3/32" = 1'-0"



FACADE AREA (GROUND FLOOR)	= 2,410 SF
MIN GROUND FLOOR TRANSPARENCY REQUIREMENT	= 50% = 1,205 SF
PROPOSED GLAZING AREA (GROUND FLOOR)	= 1,750 SF
TOTAL PROPOSED GROUND FLOOR TRANSPARENCY	= 1,750 SF / 2,410 SF = 73%

GROUND FLOOR TRANSPARENCY LEGEND

#	Date	Issue description
4	2023.01.19	PLANNING REVISION 3
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2	2023.07.27	PLANNING REVISION 1
1	2022.02.11	PLANNING APPLICATION



1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025

project number: 21-016
date: 2023.01.19

TRANSPARENCY
DIAGRAM

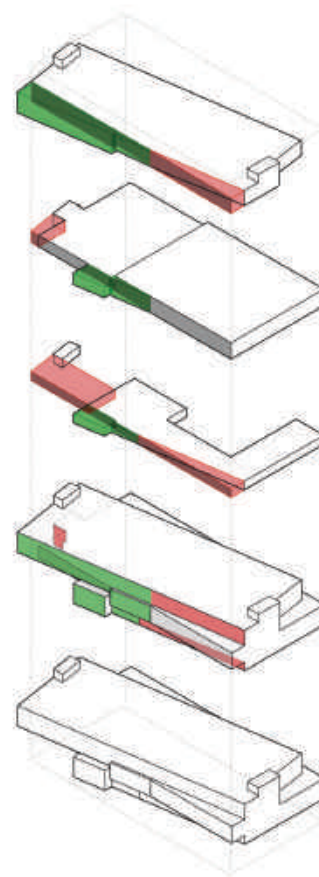
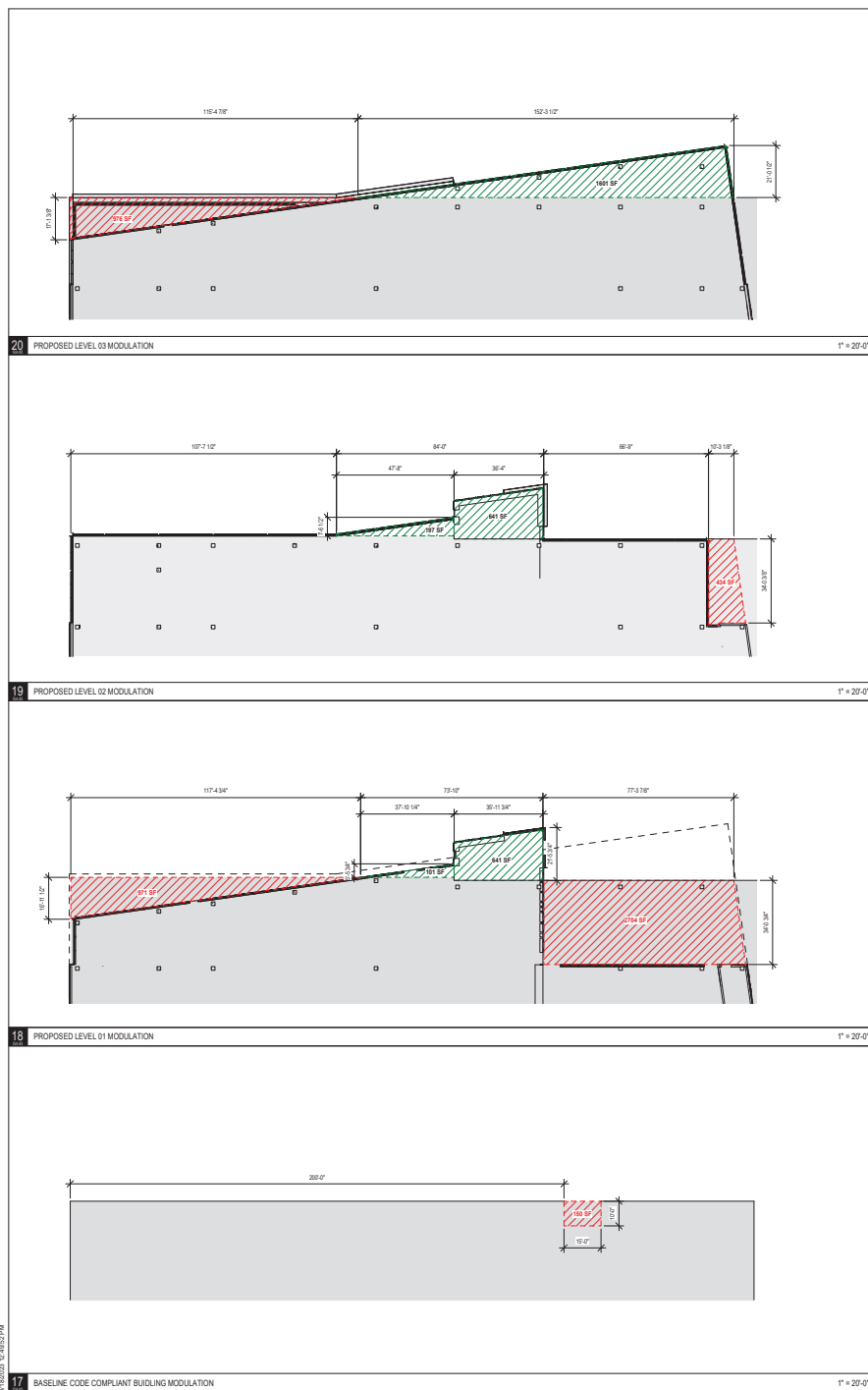
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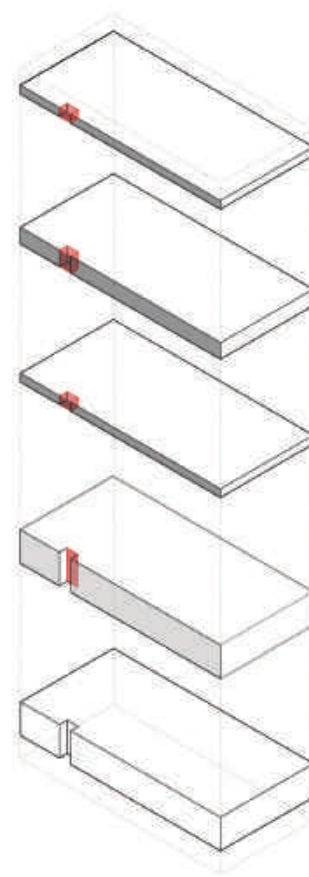
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Δ	Date	revision description
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PROPOSED DESIGN



CODE COMPLIANT BASELINE

L3 MASSING

L2 MASSING

L1 MASSING

MODULATION
ON FACADEOVERALL
MASSING

3D MODULATION MASSING DIAGRAM

RECESSING MODULATION

PROTRUDING MODULATION

INTERSECTION WITH BASELINE

BASELINE UNMODULATED BUILDING MASS

RECESSED MASS MODULATION

PROTRUDING MASS MODULATION

INTERSECTION WITH BASELINE

BASELINE UNMODULATED FACADE

brick.

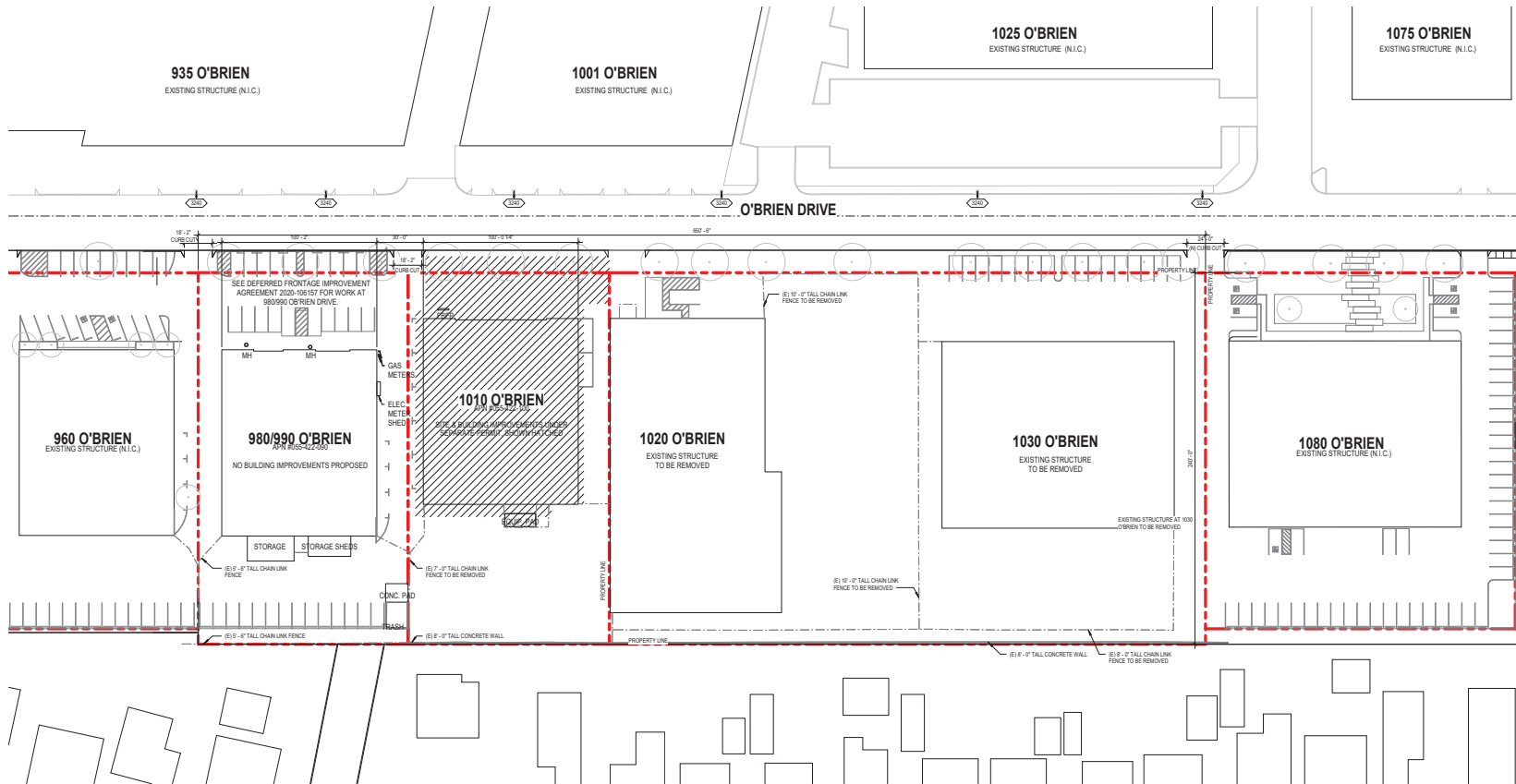
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Δ	Date	Revision Description
4	2023.01.19	PLANNING REVISION 3
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#	Date	Issue Description
1	2023.01.19	STAMP HERE

1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025Project Number: 21-005
Date: 2023.01.19BUILDING
MODULATION
DIAGRAM



1 SITE PLAN - EXISTING

PROJECT NORTH


1" = 1/4"

- 1 SEE CD 90 FOR GENERAL PROJECT INFORMATION
- 2 SEE CD 90 SERIES DRAWINGS FOR COW ANALYSIS
- 3 SEE CD 90 SERIES DRAWINGS FOR AREA
- 4 SEE CD 90 SERIES DRAWINGS FANNING DATA AND OPEN AREA
- 5 SEE CD 90 SERIES DRAWINGS FOR 3D VIEWS AND MATERIALITY
- 6 ALL OPEN CANALS, PENETRATIONS AND OTHER OPENINGS IN BUILDING ELEVATIONS SHALL BE SEALED. CALKING, GASKETING AND WEATHER-STRIPPING TO LIFT AIR LEAKAGE AND TYPICAL RATES
- 7 ALL CONCEALED WOOD FLOORING SHALL BE FIRE RETARDANT TREATED
- 8 PROVIDE THE REQUIRED BACKING, BRACING, AND BLOCKING FOR ATTACHMENT OF CASEWORK, RECREATOR, RESTROOM ACCESSORIES, EQUIPMENT, ETC.
- 9 ALL FURNITURE, APPLIANCE, AND TRASH CANS SHALL BE OF C.T. 1.0
- 10 IF ELEVATION HIGHER THAN THE FLOOR PLAN SHALL BE ELEVATION FLOOR +15" MAXIMUM
- 11 PROTECT ALL EXISTING PROPERTY AS REQUIRED BY CEC 304
- 12 ANY PORTABLE MACHINERY WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACED. ALL FRONTAGE PROTECTION WORK SHALL BE IN ACCORDANCE WITH THE LATEST VERSION OF
- 13 AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES, INCLUDING UTILITIES, IN THE PUBLIC RIGHT OF WAY
- 14 AS PART OF THE 2020 WATER MANAGEMENT PLAN REQUIRED BY THE CITY OF NORTON PARK, RESTROOMS SHALL BE CONSTRUCTED TO THE 2020 WATER MANAGEMENT PLAN. ALL PARTS, TUBS, DISPENSERS, DRAINAGE FOUNTAINS SHALL ACCORD TO THE LISTING STANDARDS AT ALL LOCATIONS

 BUILDING MAIN ENTRY
 BUILDING OUTLINE
 EASEMENT LINE
 PROPERTY LINE
 SETBACKS
 EXISTING STRUCTURE OUTLINE
 CHAIN LINK FENCE, SEE PLANS FOR HEIGHT
 CONCRETE FENCE, SEE PLANS FOR HEIGHT
 TREE, SEE SHEET 12.00 FOR ADDITIONAL INFORMATION, INCLUDING HERITAGE TREE LOCATIONS.

 KEYNOTE TAG

4	2023.01.19	PLANNING REVISION 3
3	2022.11.04	PLANNING REVISION 2
2	2022.07.27	PLANNING REVISION 1
1	2022.02.11	PLANNING APPLICATION

#	date	issue description
		

GENERAL FLOOR PLAN NOTES

1/8" = 1'-0"

FLOOR PLAN LEGEND

KEYNOTE LEGEND

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4	2023.01.19	PLANNING REVISION 3
3	2023.01.04	PLANNING REVISION 2
2	2023.07.27	PLANNING REVISION 1
1	2022.02.11	PLANNING APPLICATION

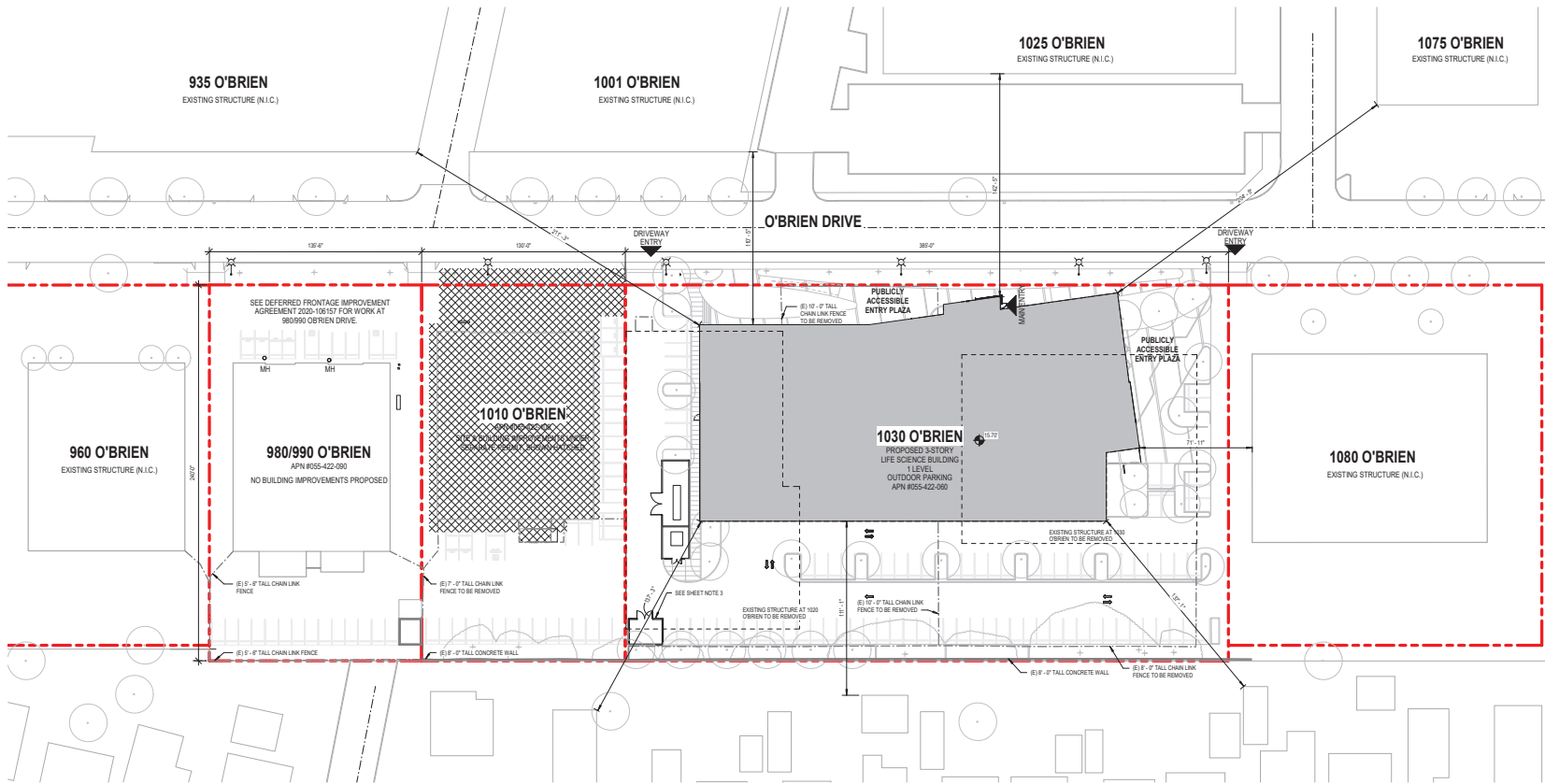
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1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025

printed number: 21-305
date: 2023.01.19

AREA PLAN

A1.01.



AREA SITE PLAN

- SEE G-01 FOR GENERAL PROJECT INFORMATION.
- SEE G-01 SERIES DRAWINGS FOR CODE ANALYSIS.
- SEE G-02 SERIES DRAWINGS FOR AREA.
- SEE G-03 SERIES DRAWINGS FOR DATA AND OPEN AREA.
- SEE G-04 SERIES DRAWINGS FOR 3D VIEWS AND MATERIALITY.
- ALL OPEN JOINTS, PENETRATIONS AND OTHER OPENINGS IN THE BUILDING ENVELOPE SHALL BE SEALED, CALKED, GASKETED AND WEATHER-STRIPPED TO LIMIT AIR LEAKAGE AND MAINTAIN RATED ASSEMBLIES.
- ALL CONCEALED WOOD BLOCKING SHALL BE FIRE RETARDANT TREATED, TYPICAL.
- PROVIDE THE REQUIRED SCHEDULING, BRACING, AND BLOCKING FOR ATTACHMENT OF CASEWORK, RESTROOM ACCESSORIES, EQUIPMENT, AND OTHER.
- ALL FURNITURE, APPLIANCES, AND TRASH CANS SHALL BE OF C.F. U.G.N.
- +0.0' ELEVATION SHOWN ON THE FLOOR PLAN EQUALS DESIGN FLOOD ELEVATION -+15.7 NAVD83.
- PROTECT ADJACENT PROPERTY AS REQUIRED BY CBC SEC. 336.
- ANY FRONTAGE IMPROVEMENTS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACED. ALL FRONTAGE IMPROVEMENT WORK SHALL BE IN ACCORDANCE WITH THE LATEST VERSION OF THE CITY STANDARD DETAILS.
- AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES, INCLUDING UTILITY LATERALS IN THE PUBLIC RIGHT-OF-WAY.
- AS PART OF THE ZERO WASTE MANAGEMENT PLAN REQUIRED BY THE CITY OF MENLO PARK, RESTROOMS SHALL INCLUDE ENERGY EFFICIENT HAND DRYERS AND SHALL NOT INCLUDE PAPER TOWEL DISPENSERS, DRINKING FOUNTAINS SHALL INCLUDE BOTTLE FILLING STATIONS AT ALL LOCATIONS.

- BUILDING MAIN ENTRY
- BUILDING OUTLINE
- EASEMENT LINE
- PROPERTY LINE
- SETBACKS
- EXISTING STRUCTURE OUTLINE
- CHAIN LINK FENCE. SEE PLANS FOR HEIGHT
- CONCRETE FENCE. SEE PLANS FOR HEIGHT
- TREE. SEE SHEET L2.00 FOR ADDITIONAL INFORMATION, INCLUDING HERITAGE TREE LOCATIONS.

KEYNOTE TAG

GENERAL FLOOR PLAN NOTES

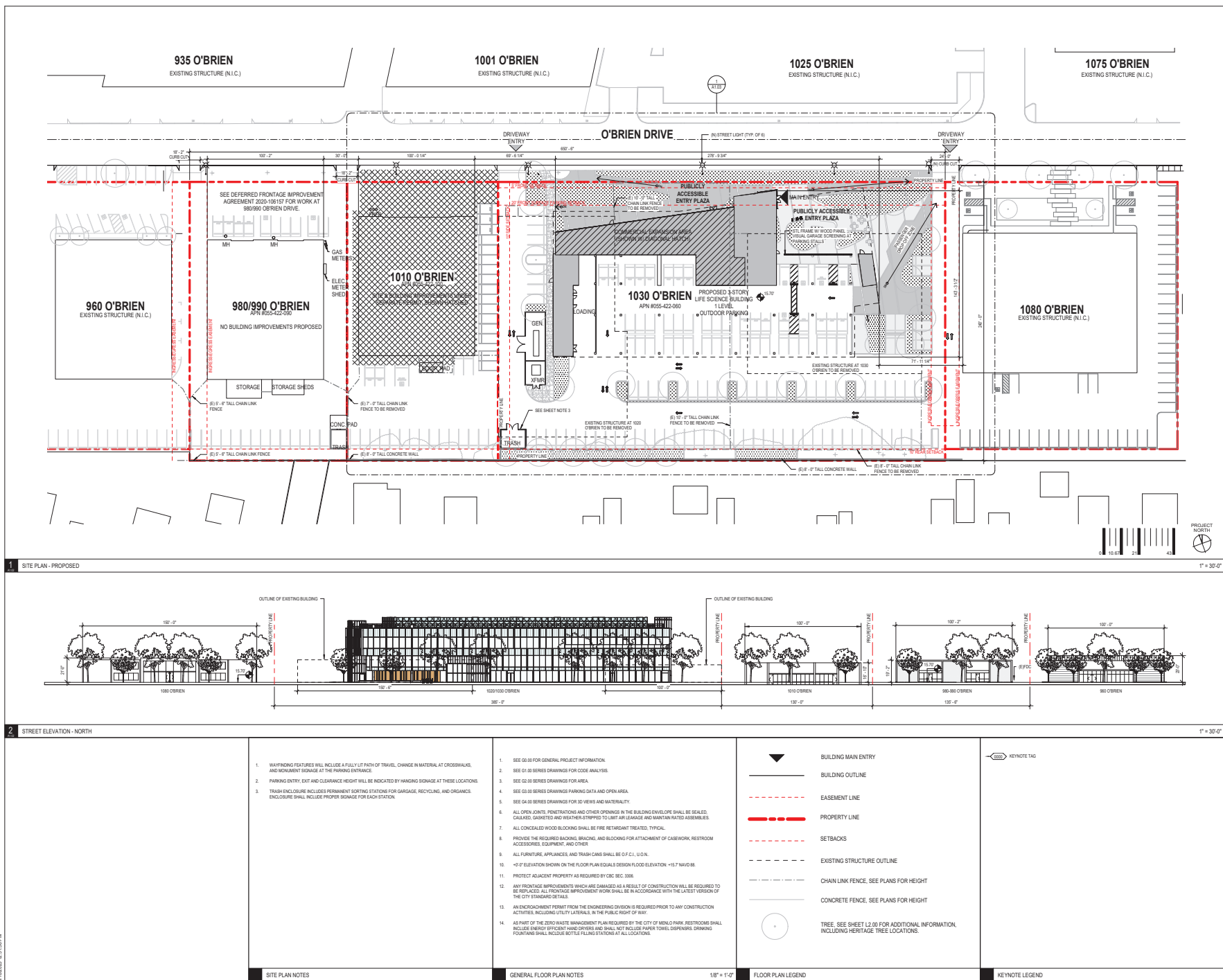
1/8" = 1'-0"

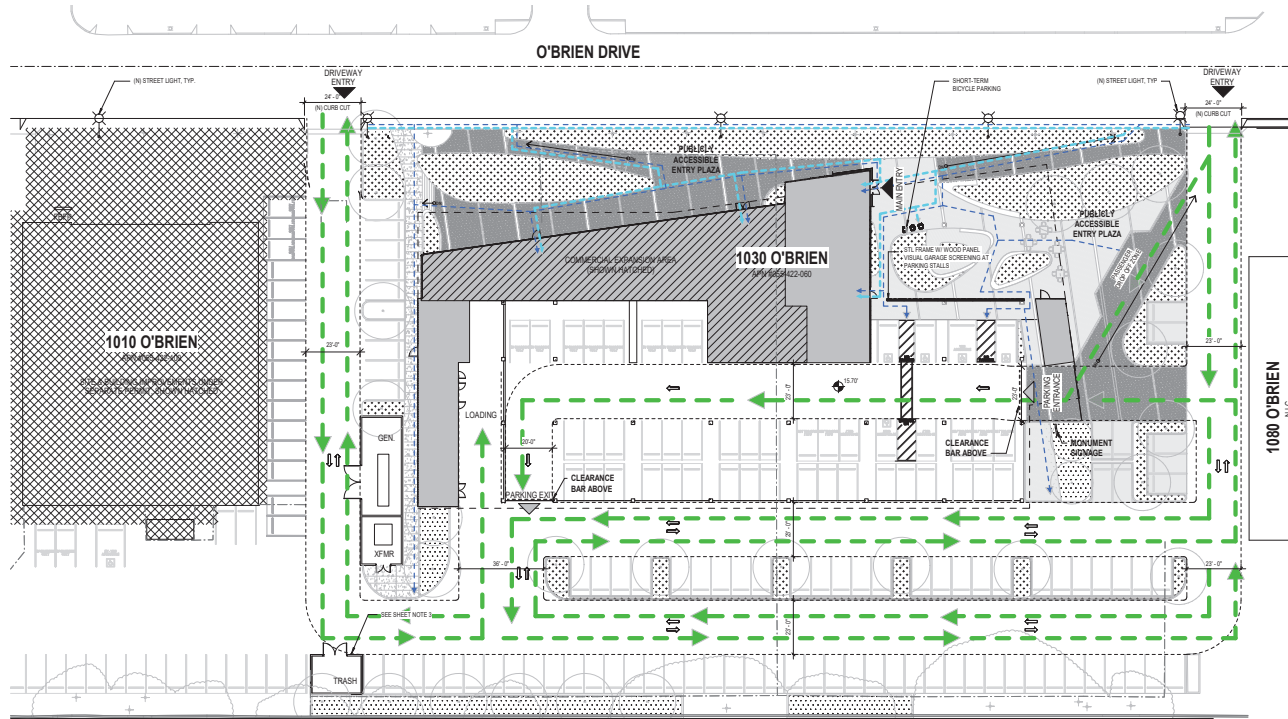
FLOOR PLAN LEGEND

KEYNOTE LEGEND

C17

NOT FOR CONSTRUCTION





3/8" = 1'-0"

ENLARGED SITE PLAN

- SITE PLAN NOTES**
1. WAYFINDING FEATURES WILL INCLUDE A FULLY LIT PATH OF TRAVEL, CHANGE IN MATERIAL AT CROSSWALKS, AND MONUMENT SIGNAGE AT THE PARKING ENTRANCE.
 2. PARKING ENTRY, EXIT AND CLEARANCE HEIGHT WILL BE INDICATED BY HANGING SIGNAGE AT THESE LOCATIONS.
 3. TRASH ENCLOSURE INCLUDES PERMANENT SORTING STATIONS FOR GARAGE, RECYCLING, AND ORGANICS. ENCLOSURE SHALL INCLUDE PROPER SIGNAGE FOR EACH STATION.

- GENERAL FLOOR PLAN NOTES**
1. SEE G-0100 FOR GENERAL PROJECT INFORMATION.
 2. SEE G-0100 SERIES DRAWINGS FOR CODE ANALYSIS.
 3. SEE G-0200 SERIES DRAWINGS FOR AREA.
 4. SEE G-0300 SERIES DRAWINGS PARKING DATA AND OPEN AREA.
 5. SEE G-0400 SERIES DRAWINGS FOR 3D VIEWS AND MATERIALITY.
 6. ALL OPEN JOINTS, PENETRATIONS AND OTHER OPENINGS IN THE BUILDING ENVELOPE SHALL BE SEALED, CALKED, GASKETED AND WEATHER-STRIPPED TO LIMIT AIR LEAKAGE AND MAINTAIN RATED ASSEMBLIES.
 7. ALL CONCEALED WOOD BLOCKING SHALL BE FIRE RETARDANT TREATED, TYPICAL.
 8. PROVIDE THE REQUIRED SADDLING, BRACING, AND BLOCKING FOR ATTACHMENT OF CASEWORK, RESTROOM ACCESSORIES, EQUIPMENT, AND OTHER.
 9. ALL FURNITURE, APPLIANCES, AND TRASH CANS SHALL BE O.F.C.I. U.O.N.
 10. +0'-0" ELEVATION SHOWN ON THE FLOOR PLAN EQUALS DESIGN FLOOR ELEVATION -+15.7 NAVD83.
 11. PROTECT ADJACENT PROPERTY AS REQUIRED BY CBC SEC. 3306.
 12. ANY FRONTAGE IMPROVEMENTS WHICH ARE DAMAGED AS A RESULT OF CONSTRUCTION WILL BE REQUIRED TO BE REPLACED. ALL FRONTAGE IMPROVEMENT WORK SHALL BE IN ACCORDANCE WITH THE LATEST VERSION OF THE CITY STANDARD DETAILS.
 13. AN ENCROACHMENT PERMIT FROM THE ENGINEERING DIVISION IS REQUIRED PRIOR TO ANY CONSTRUCTION ACTIVITIES, INCLUDING UTILITY LATERALS IN THE PUBLIC RIGHT OF WAY.
 14. AS PART OF THE ZERO WASTE MANAGEMENT PLAN REQUIRED BY THE CITY OF MENLO PARK, RESTROOMS SHALL INCLUDE ENERGY EFFICIENT HAND DRYERS AND SHALL NOT INCLUDE PAPER TOWEL DISPENSERS. DRINKING FOUNTAINS SHALL INCLUDE BOTTLE FILLING STATIONS AT ALL LOCATIONS.

- ENLARGED SITE PLAN LEGEND**
- BUILDING MAIN ENTRY
 - BUILDING OUTLINE
 - EXISTING STRUCTURE OUTLINE
 - CHAIN LINK FENCE, SEE PLANS FOR HEIGHT
 - CONCRETE FENCE, SEE PLANS FOR HEIGHT
 - PEDESTRIAN SITE ACCESS
 - BICYCLE SITE ACCESS
 - VEHICULAR CIRCULATION
 - PARKING GARAGE ENTRY/EXIT

KEYNOTE TAG

2021.11.10 PRICING
Date Issue description

1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025

project number: 21-005
date: 2023.01.19

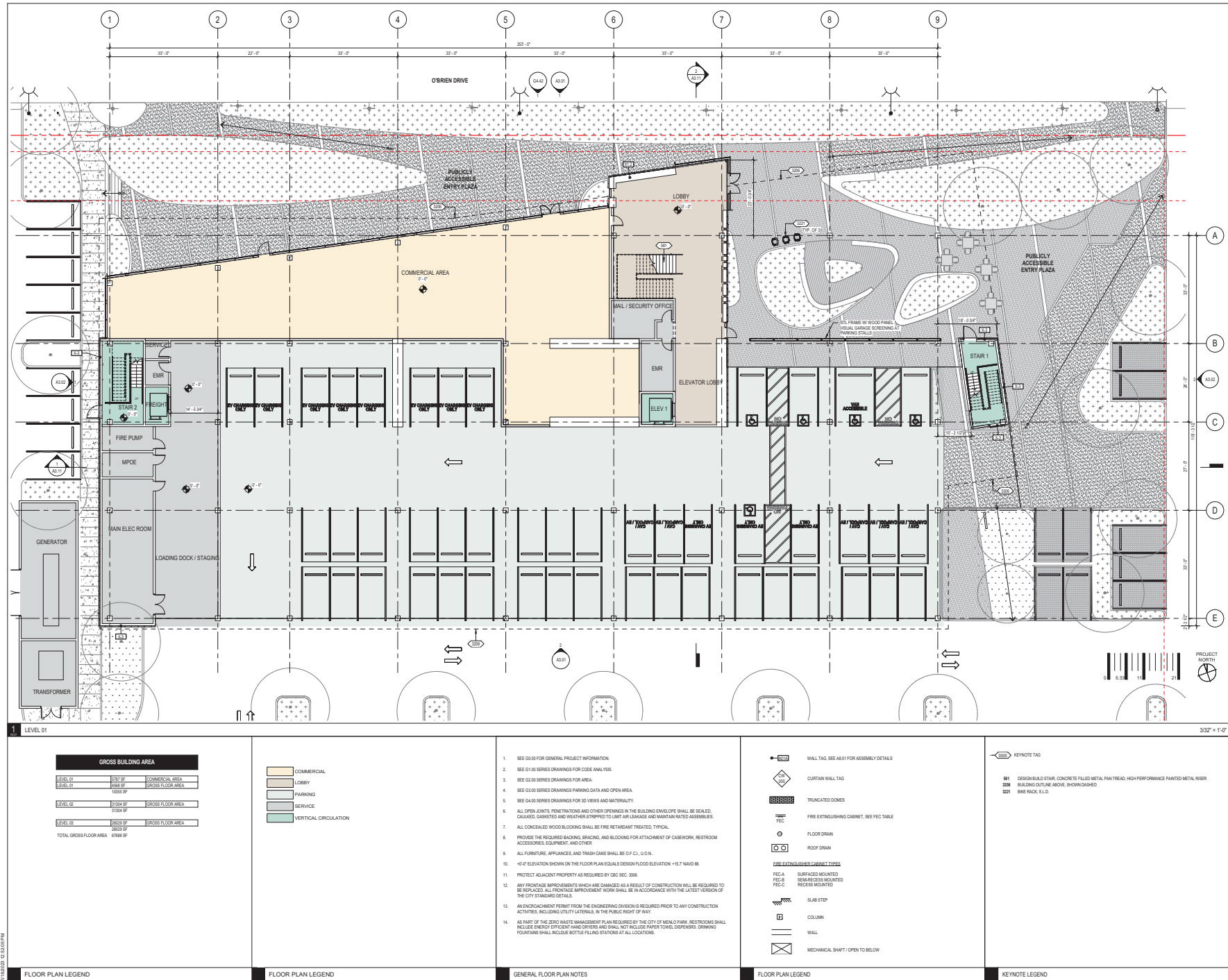
ENLARGED SITE PLAN & SITE CIRCULATION PLAN

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CONSULTANT

△ date revision description

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REVISION DESCRIPTION

Date	Revision Description
4/2023/01/19	PLANNING REVISION 3
3/2023/11/04	PLANNING REVISION 2
2/2023/02/27	PLANNING REVISION 1
1/2023/02/11	PLANNING APPLICATION
#	Date Issue Description

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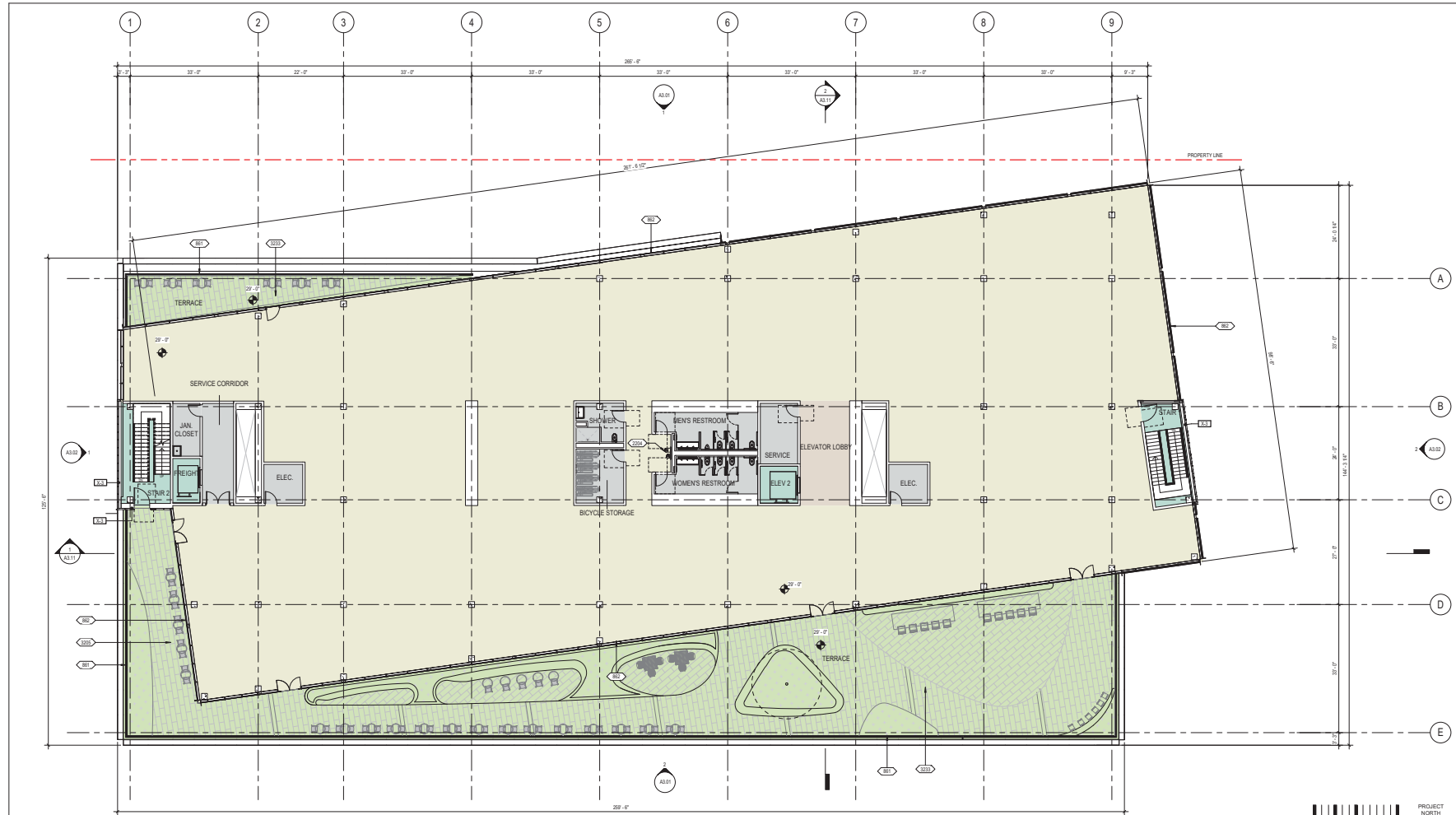
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project number: 21-005
date: 2023/01/19

LEVEL 1 FLOOR PLAN

A2.01

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LEVEL 03

</

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PROJECT NORTH

4 2023.01.19 PLANNING REVISION 3
3 2023.01.14 PLANNING REVISION 2
2 2023.07.27 PLANNING REVISION 1
1 2023.02.11 PLANNING APPLICATION

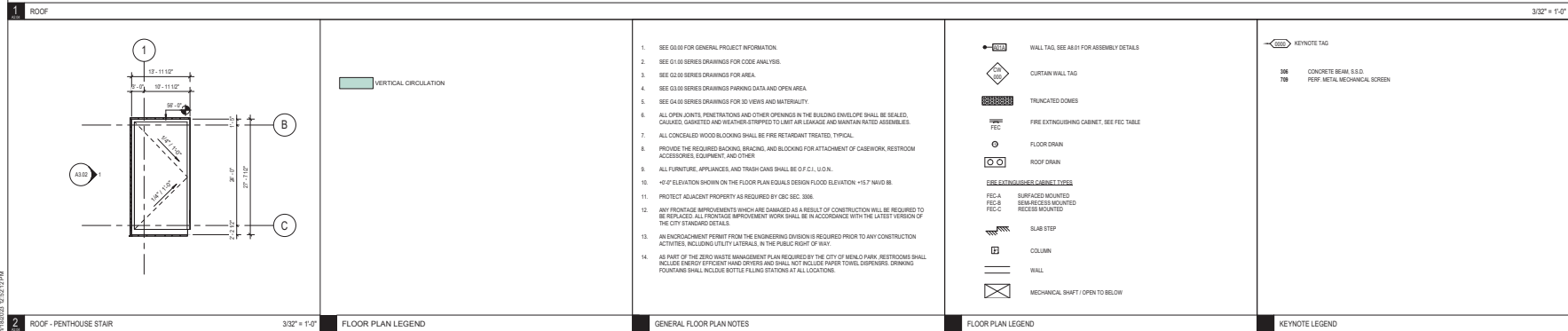
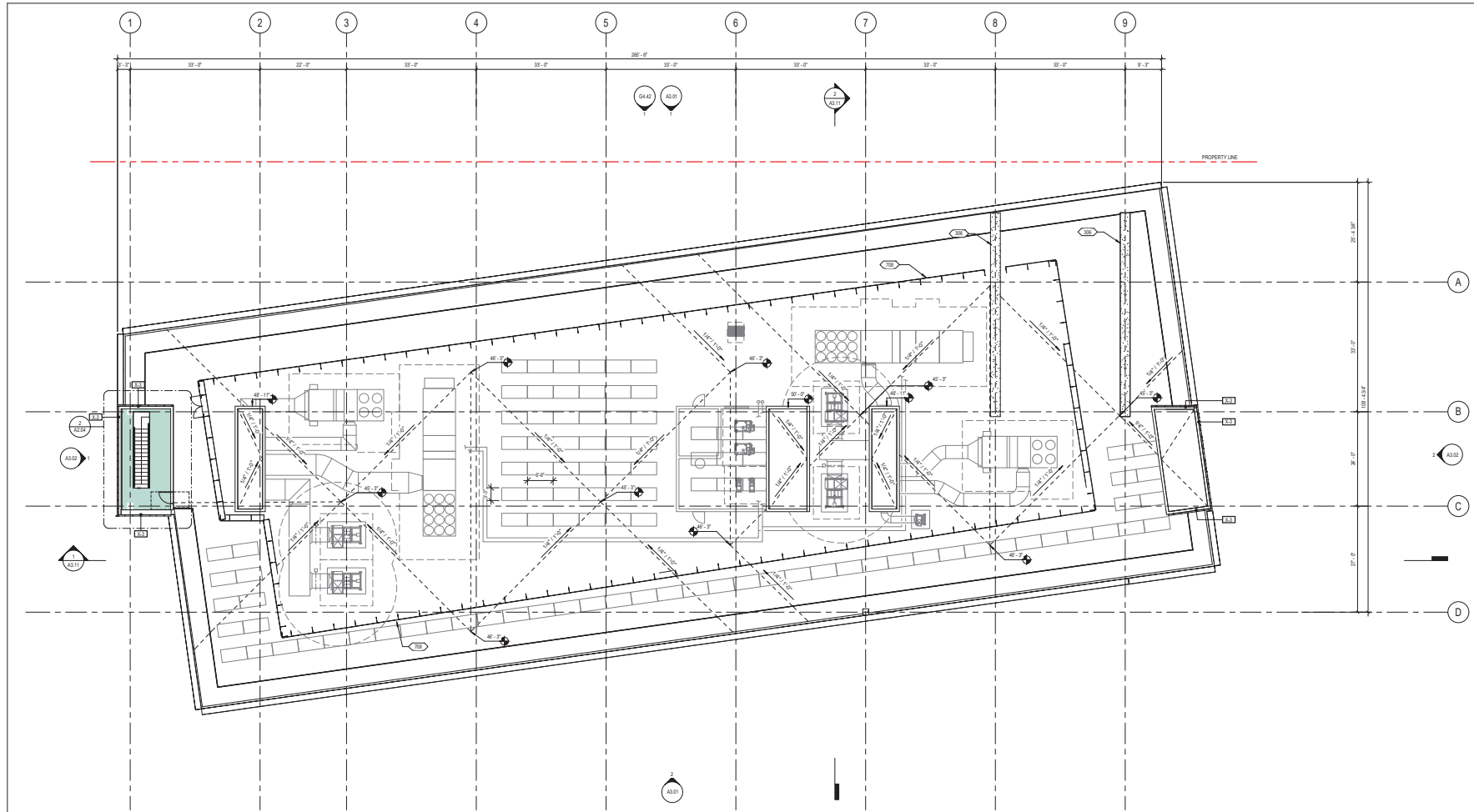
Date Issue description

A2.03

C22

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PROJECT NORTH

#	Date	Issue description
4	2023.01.19	PLANNING REVISION 3
3	2023.11.04	PLANNING REVISION 2
2	2023.07.27	PLANNING REVISION 1
1	2022.02.11	PLANNING APPLICATION

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1030 o'brien
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Menlo Park, CA 94025

printed number: 21-305
date: 2023.01.19

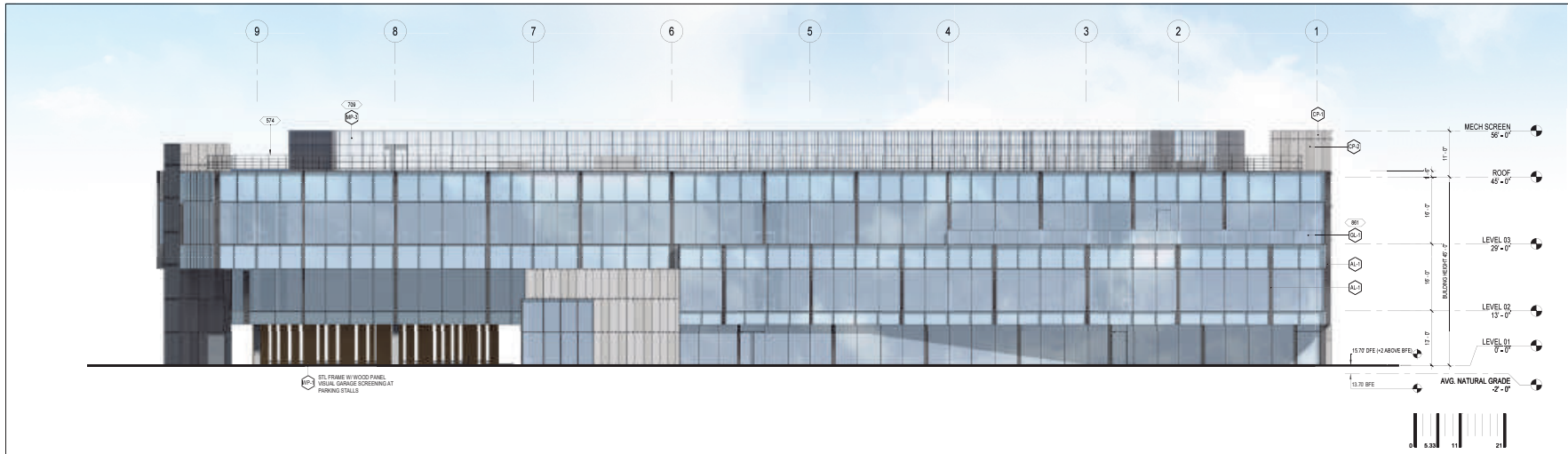
ROOF PLAN

A2.04

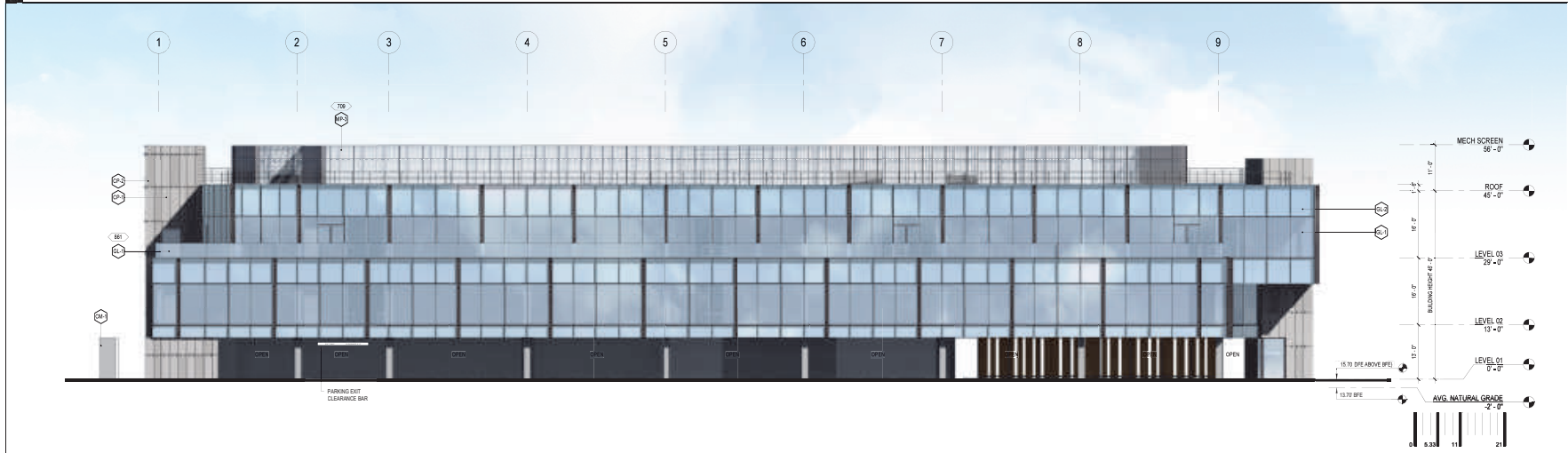
C23

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1 NORTH ELEVATION



2 SOUTH ELEVATION

1. TRANSPARENT GLAZING SHALL BE BIRD-FRIENDLY, FOLLOWING THE REQUIREMENTS OF MENDOCINO COUNTY MUNICIPAL CODE SECTION 16.44.19 (B). TRANSPARENT GLAZING WILL INCLUDE COATINGS OR FITS DESIGNED TO ALERT BIRDS TO AVOID COLLISIONS.

MATERIAL TAG

- AC-1 ARCHITECTURAL CONCRETE, TYPE 1
- AC-2 ARCHITECTURAL CONCRETE, TYPE 2
- AL-1 ALUMINUM, LIGHT COLOR FINISH
- CB-1 CONCRETE MASONRY UNIT, TYPE 1
- CP-1 COMPOSITE PANEL, LIGHT COLOR FINISH
- CP-2 COMPOSITE PANEL, DARK COLOR FINISH
- GL-1 CLEAR GLAZING, TYPE 1 - BIRD-FRIENDLY FRET
- GL-2 OPAQUE SPANDREL GLASS - BIRD-FRIENDLY
- ME-1 METAL MESH SCREEN
- WP-1 WOOD PANEL, CLEAR FINISH

KEYNOTE TAG

- ET-1 PTD STL OSHA COMPLIANT GUARDRAIL
- MS-1 PERP METAL MECHANICAL SCREEN
- BS-1 42" X 42" GLASS GUARDRAIL

#	Date	Revision Description
4	2023.01.19	PLANNING REVISION 3
3	2023.01.04	PLANNING REVISION 2
2	2023.07.27	PLANNING REVISION 1
1	2023.02.11	PLANNING APPLICATION

#	Date	Issue Description
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1030 o'brien
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project number: 23-005
date: 2023.01.19

BUILDING
ELEVATIONS

A3.01



2 EAST ELEVATION



A3.02

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1 RENDERING - VIEW OF THE SOUTHEAST CORNER



2 RENDERING - VIEW OF THE SOUTHWEST CORNER



KEY PLAN - RENDERING VIEW LOCATIONS

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△ Date revision description

4	2023.01.19	PLANNING REVISION 3
3	2023.11.04	PLANNING REVISION 2
2	2023.07.27	PLANNING REVISION 1
1	2022.02.11	PLANNING APPLICATION

Date Issue description



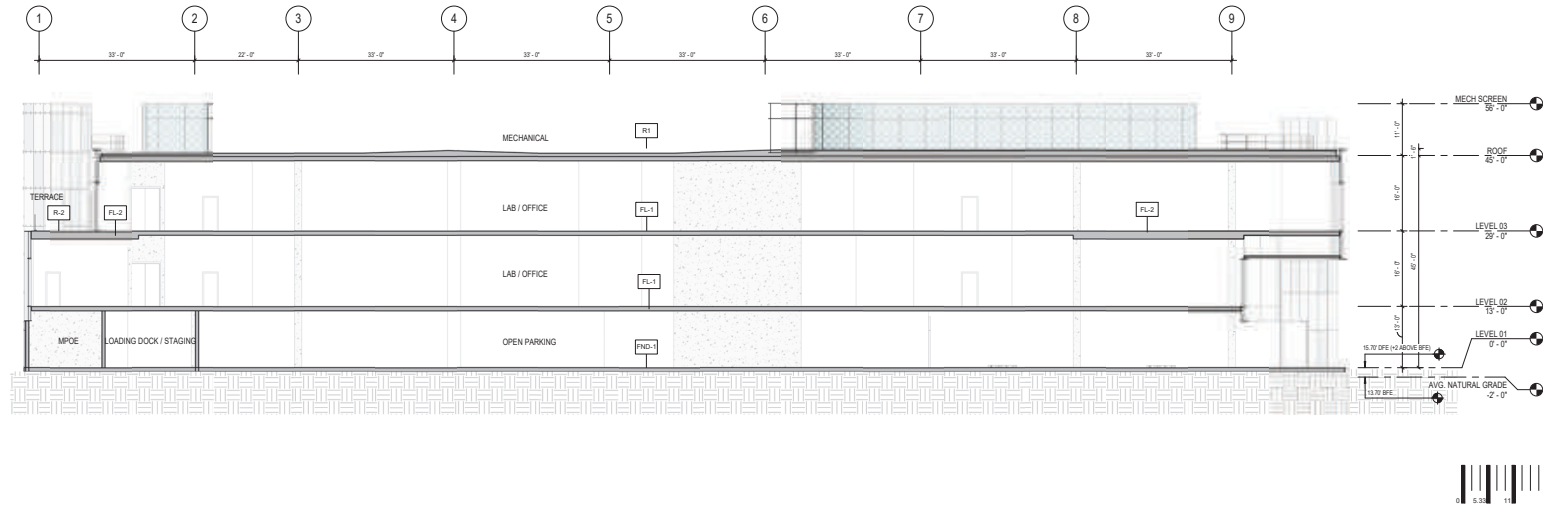
1030 o'brien
1030 O'Brien Drive
Menlo Park, CA 94025

Project number: 21-206

Date: 2023.01.19

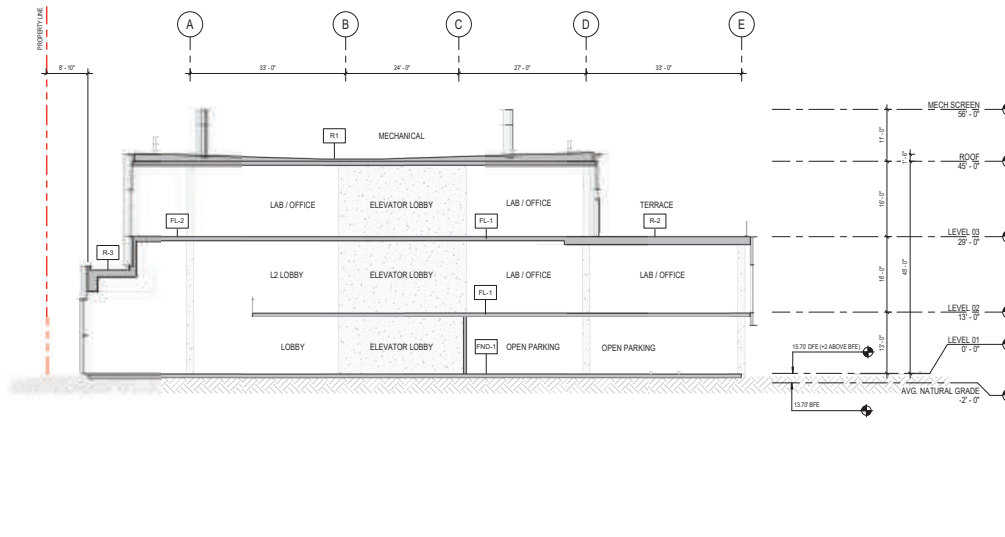
3D VIEWS

A3.04.



1. BUILDING SECTION W-E BETWEEN GRIDS C & D

3/32" = 1'-0"



2. BUILDING SECTION N-S BETWEEN GRIDS 6 & 7

3/32" = 1'-0"

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#	Date	Issue description
4	2023.01.19	PLANNING REVISION 3
3	2023.01.04	PLANNING REVISION 2
2	2023.07.27	PLANNING REVISION 1
1	2022.02.11	PLANNING APPLICATION



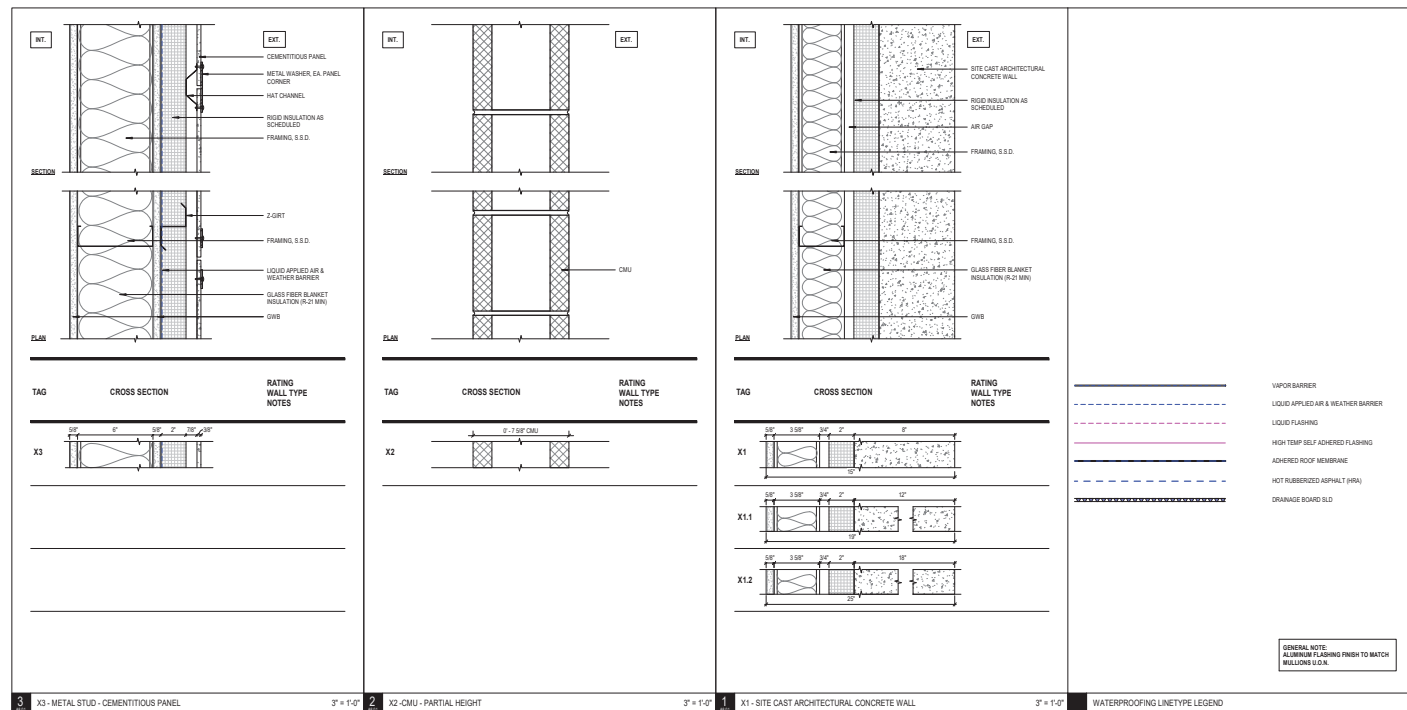
1030 o'brien
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Menlo Park, CA 94025

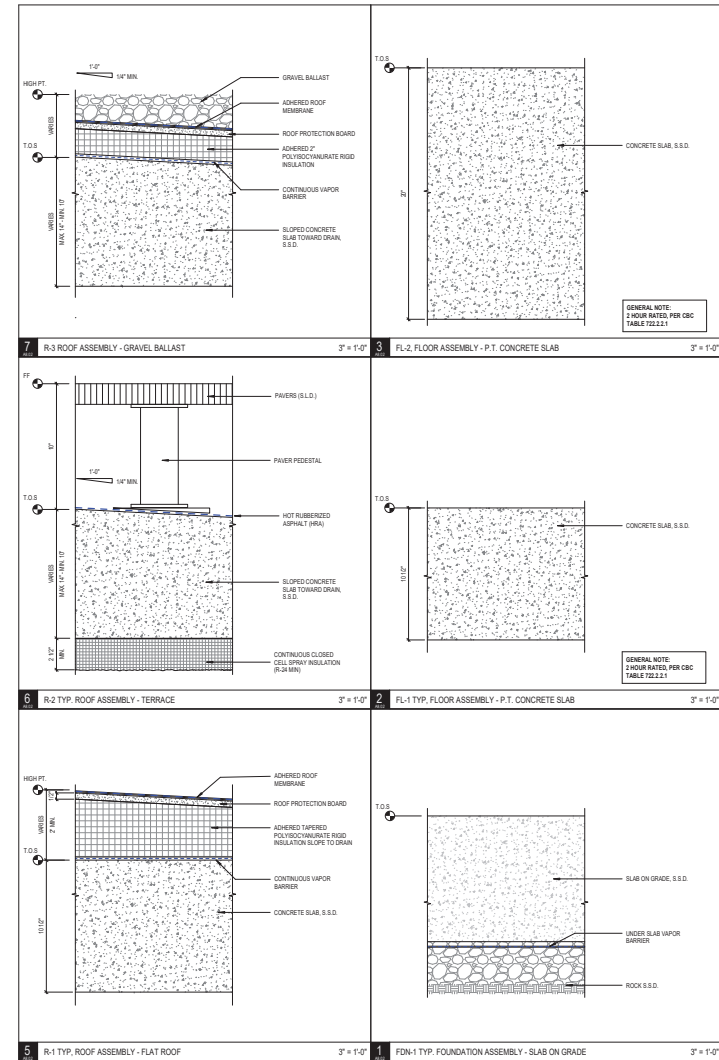
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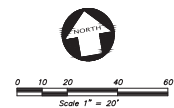
BUILDING SECTIONS

A3.11

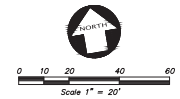
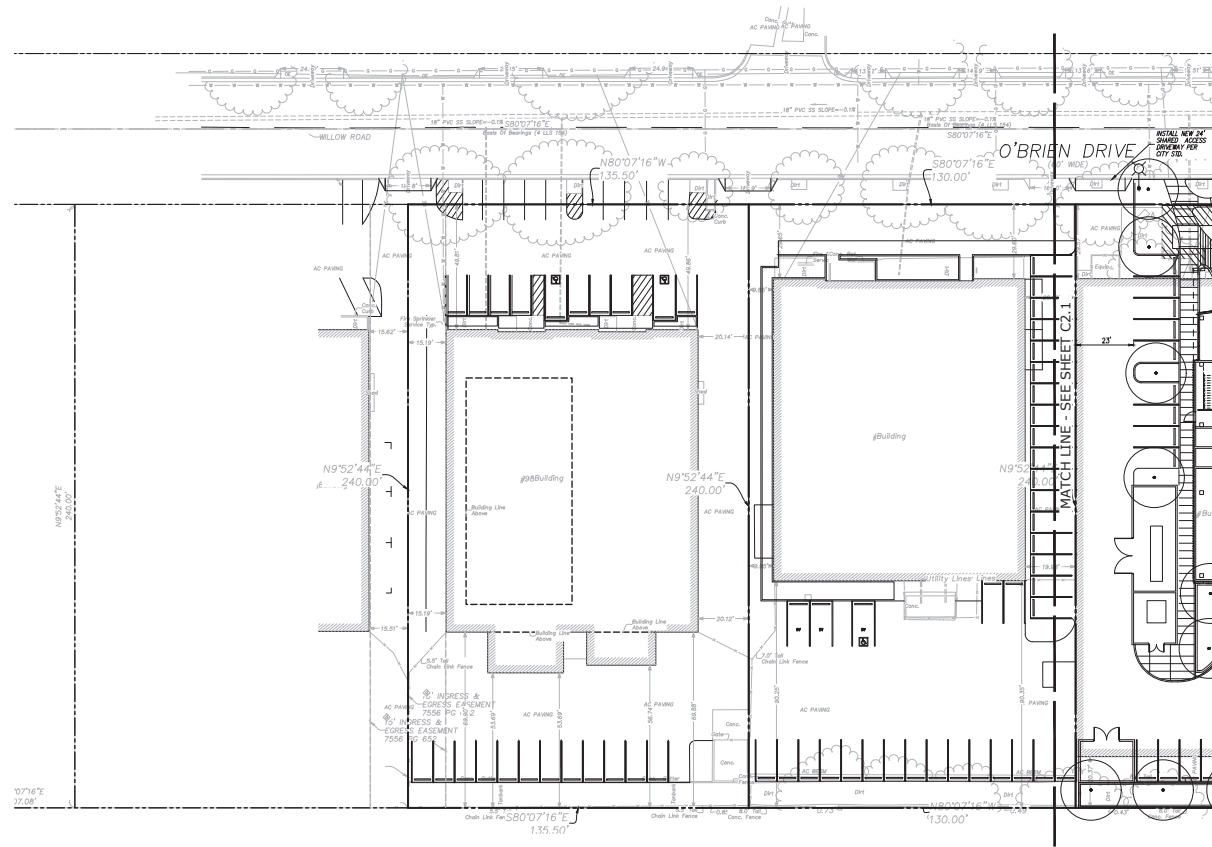
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date	revision description
2022.01.19	PLANNING REVISION
2022.11.04	PLANNING REVISION
2022.07.27	PLANNING REVISION
2022.02.11	PLANNING APPLICATION



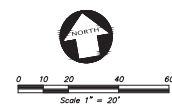
030 O'Brien
030 O'Brien Drive
Park, CA 94025

Project number: A21107
Date: 2022.02.23

PRELIMINARY
CIVIL SITE PLAN

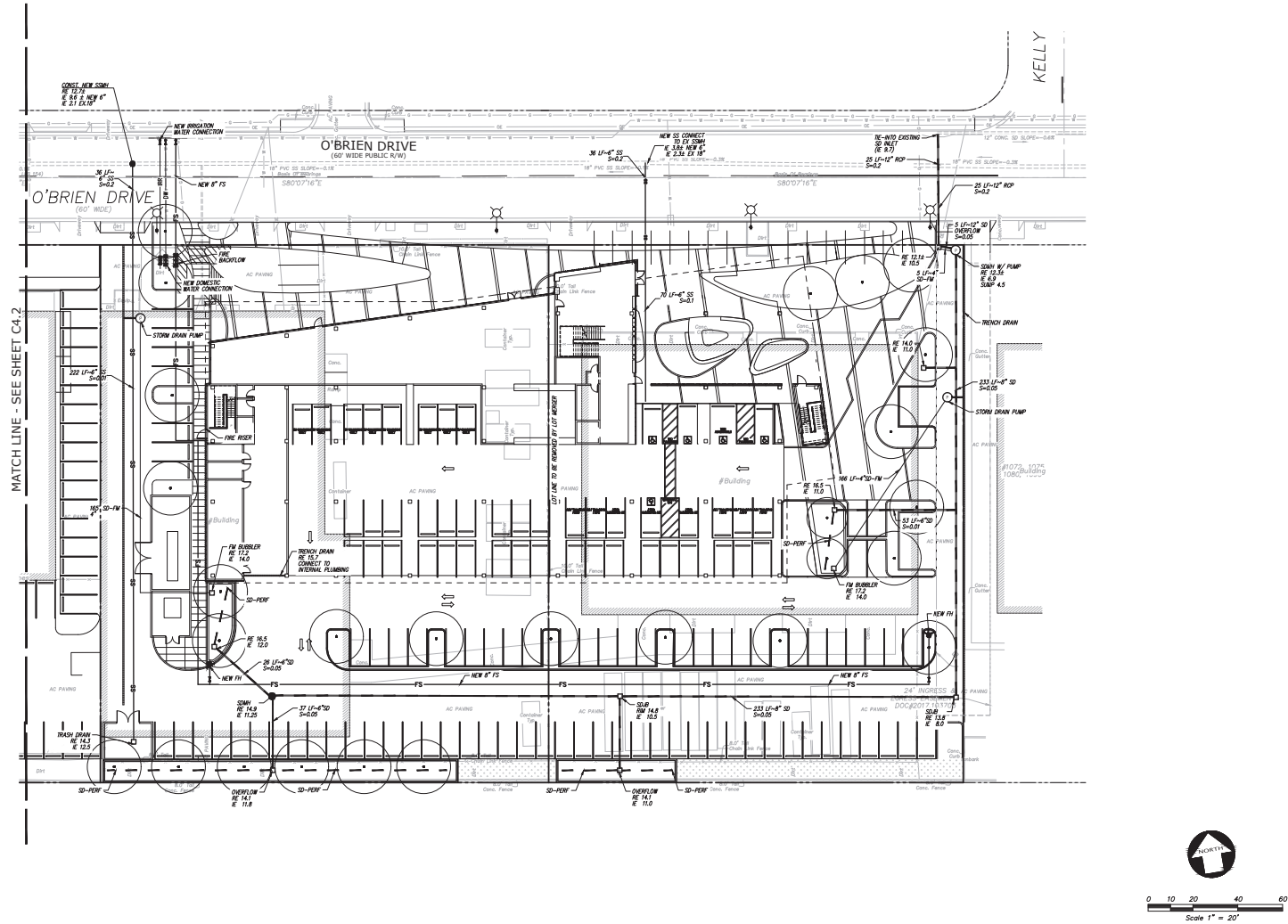
C2.2

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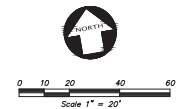
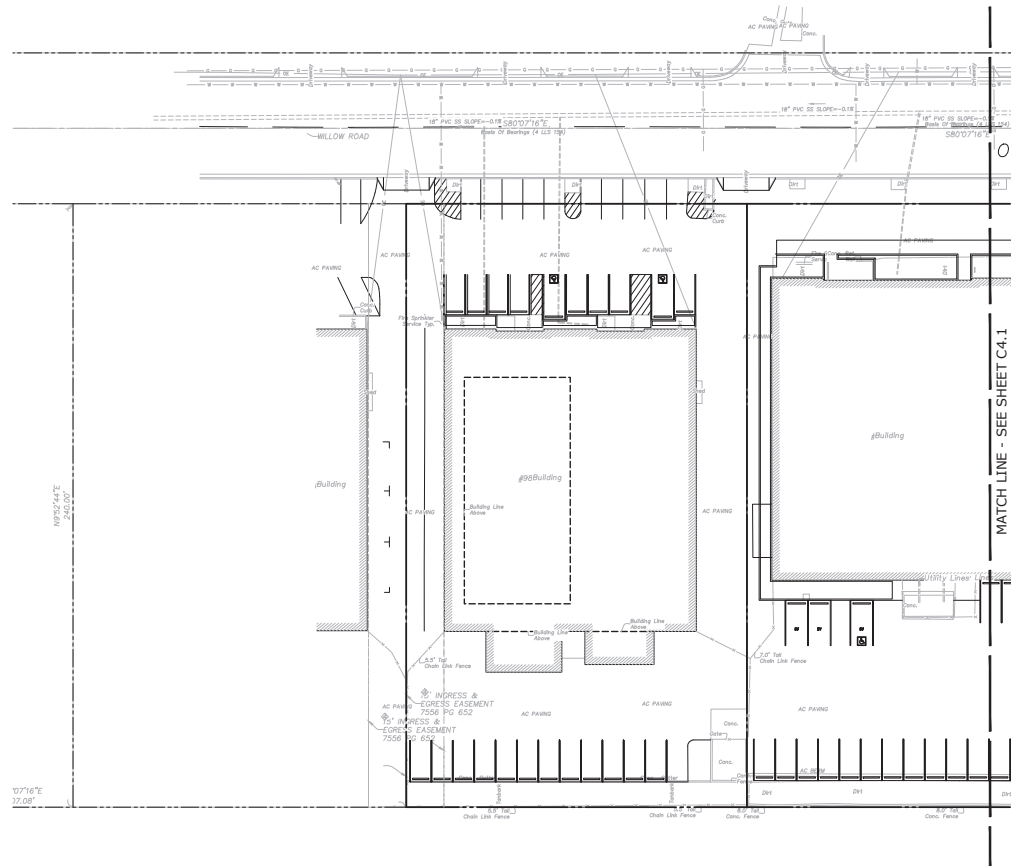


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date	revision description
2023.01.19	PLANNING REVISION
2023.11.24	PLANNING REVISION
2023.07.27	PLANNING REVISION
2022.02.11	PLANNING APPLICATION

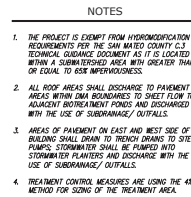


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Project number: A21107
Date: 2022.02.23

PRELIMINARY
UTILITY PLAN

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GENERAL LANDSCAPE PROJECT NOTES

1. ALL NOTES APPEARING ON THESE PLANS SHALL BE CONSIDERED AS INCIDENTAL WORK AND AS A PART OF THIS CONTRACT.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF TITLE 8 (CALOSH) AND THE GENERAL CONDITIONS OF THE PROJECT SPECIFICATIONS.
3. CONTRACTOR TO VERIFY LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION INCLUDING LOCATIONS OF FIBER OPTIC LINES, PROPOSED UTILITIES, AREA DRAIN, MANHOLES, AND VAULTS AS INDICATED ON THE PROJECT SURVEY AND ANY CIVIL UTILITY PLANS. OBTAIN COPIES OF UTILITY PLANS FROM OWNERS ARCHIVES PRIOR TO CONSTRUCTION.
4. CONTRACTOR SHALL FIELD MARK ALL UTILITY LINES AND POT HOLE TO DETERMINE DEPTH OF BURIED UTILITIES PRIOR TO CONSTRUCTION. CONTRACTOR SHALL RECORD & MONITOR WORK IN THESE AREAS AND POT HOLE AS NEEDED TO IDENTIFY OBJECTS.
5. FOR MARKING UNDERGROUND UTILITIES, CALL UNDERGROUND SERVICE ALERT MINIMUM TWO DAYS PRIOR TO DIGGING: 1-800-227-2600, BETWEEN 6:00 AM - 7:00 PM, MONDAY - FRIDAY, EXCEPT HOLIDAYS.
6. PROTECT EXISTING UNDERGROUND UTILITIES, VAULTS AND CONNECTIONS AND REPAIR ANY DAMAGE TO FULL OPERATIONS TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE.
7. ELEVATIONS AND LOCATIONS OF ALL EXISTING UTILITIES WHICH CROSS THE LINE OF CONSTRUCTION SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO START OF ANY CONSTRUCTION AFFECTING SAID LINES.
8. CONTRACTOR SHALL COORDINATE UTILITY SHUTDOWN WITH CITY ENGINEER AND APPROPRIATE AGENCIES OR OWNER'S REPRESENTATIVE.
9. REFER TO CIVIL DRAWINGS FOR ALL STORM DRAIN LINE CONNECTIONS IN LANDSCAPE PLANTING AREAS.
10. REFER TO CIVIL DRAWINGS FOR HORIZONTAL AND VERTICAL CONTROL OF DRIVE AISLES, CURBS, GUTTERS, AND CITY SIDEWALKS.
11. REFER TO CIVIL DRAWINGS FOR ALL UTILITY CONNECTIONS, ADJUSTED UTILITY ELEVATIONS AND RM ELEVATIONS.
12. REFER TO ELECTRICAL PLANS FOR LIGHTING.
13. EXISTING ELEVATION INFORMATION BASED ON TOPOGRAPHICAL SURVEY BY PROVIDED BY THE OWNER'S REPRESENTATIVE. VERIFY GRADES PRIOR TO CONSTRUCTION AND NOTIFY OWNERS REPRESENTATIVE IF EXISTING CONDITIONS VARY FROM PLANS.
14. STORM INLET BOXES SHALL NOT BE LEFT UNCOVERED AT ANY TIME.

15. THE CONTRACTOR SHALL PROCEED WITH DUE CAUTION DURING UNDERGROUND OPERATIONS AND SHALL REPAIR OR REPLACE ALL UTILITIES AND SERVICES, EITHER MARKED IN THE FIELD OR INDICATED ON THE PLANS, WHICH ARE DAMAGED DURING CONSTRUCTION, AT HIS OWN EXPENSE TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE.
16. THE CONTRACTOR SHALL BE RESPONSIBLE UNDER THIS CONTRACT FOR REPAIRING AND REPLACING AT THE CONTRACTOR'S OWN EXPENSE ANY DAMAGE TO UTILITIES, UTILITIES, WALLS, EXISTING PLANTS, FURNITURE, LIGHTS, WALKWAYS, PAVING, SIGNAGE, OR OTHER EXISTING IMPROVEMENTS TO REMAIN WHICH ARE DAMAGED OR DESTROYED BY OPERATION OF THIS CONTRACT. LIKEWISE, THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING OR REPLACING ANY AND ALL DAMAGES OCCURRING AS A RESULT OF THE CONTRACTOR'S OPERATION, ON-SITE, ON ADJACENT PROPERTIES AND ANYWHERE OUTSIDE THE CONTRACT LIMIT LINES. THE DAMAGED ITEMS SHALL BE RESTORED TO THEIR ORIGINAL CONDITION AND TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE.
17. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS IN THE FIELD. ANY DISCREPANCIES BETWEEN THE EXISTING CONDITIONS IN THE FIELD AND THE INFORMATION SHOWN ON THESE PLANS SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE PRIOR TO THE START OF CONSTRUCTION.
18. WORK SHALL NOT BEGIN UNTIL ADEQUATE TEMPORARY BARRICADES, BARRIERS, FENCES, WARNING SIGNS, LIGHTS, OR OTHER SUCH TRAFFIC AND PEDESTRIAN WARNING AND CONTROL DEVICES AS REQUIRED ARE IN PLACE.
19. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL AT ALL TIMES.
20. ADJUST LIDS OF ALL (E) IN-GRADE UTILITY BOXES AND VAULTS TO MEET NEAR GRADES.
21. THE CONTRACTOR SHALL BE RESPONSIBLE FOR WATERING ALL EXISTING PLANT MATERIAL TO REMAIN THROUGHOUT THE DURATION OF THE CONTRACT TO ENSURE HEALTH OF PLANT MATERIAL TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE. SEE SPEC. SECTIONS 32-93-00, PLANTING.
22. KEEP ALL PLANTING AND PAVING AREAS FREE FROM WEEDS, DEBRIS AND TRASH THROUGHOUT THE DURATION OF THE CONTRACT.

TREE PROTECTION NOTES

PROTECTIVE FENCING IS REQUIRED TO BE PROVIDED DURING THE CONSTRUCTION PERIOD TO PROTECT TREES TO BE PRESERVED. THIS FENCING MUST PROTECT A SUFFICIENT PORTION OF THE ROOT ZONE TO BE EFFECTIVE. FENCING IS RECOMMENDED TO BE LOCATED 8 TO 10 X THE DIAMETER AT BREAST HEIGHT (DBH) IN ALL DIRECTIONS FROM THE TREE. DBH FOR EACH TREE IS SHOWN IN THE ATTACHED DATA TABLE. THE MINIMUM RECOMMENDATION FOR TREE PROTECTION FENCING LOCATION IS 6 X THE DBH, WHERE A LARGER DISTANCE IS NOT POSSIBLE. THERE ARE AREAS WHERE WE WILL AMEND THIS DISTANCE BASED UPON TREE CONDITION AND PROPOSED CONSTRUCTION. IN MY EXPERIENCE, THE PROTECTIVE FENCING MUST:

- a. CONSIST OF CHAIN LINK FENCING AND HAVING A MINIMUM HEIGHT OF 6 FEET.
- b. BE MOUNTED ON STEEL POSTS DRIVEN APPROXIMATELY 2 FEET INTO THE SOIL.
- c. FENCING POSTS MUST BE LOCATED A MAXIMUM OF 10 FEET ON CENTER.
- d. PROTECTIVE FENCING MUST BE INSTALLED PRIOR TO THE ARRIVAL OF MATERIALS, VEHICLES, OR EQUIPMENT.
- e. PROTECTIVE FENCING MUST NOT BE MOVED, EVEN TEMPORARILY, AND MUST REMAIN IN PLACE UNTIL ALL CONSTRUCTION IS COMPLETED, UNLESS APPROVED BY A CERTIFIED ARBORIST.
- f. TREE PROTECTION SIGNAGE SHALL BE MOUNTED TO ALL INDIVIDUAL TREE PROTECTION FENCES.

BASED ON THE EXISTING DEVELOPMENT AND THE CONDITION AND LOCATION OF TREES PRESENT ON SITE, THE FOLLOWING IS RECOMMENDED:

1. THE PROJECT ARBORISTS IS MICHAEL YOUNG (650) 321-0202. A PROJECT ARBORIST SHOULD SUPERVISE ANY EXCAVATION ACTIVITIES WITHIN THE TREE PROTECTION ZONE OF THESE TREES.
2. ANY ROOTS EXPOSED DURING CONSTRUCTION ACTIVITIES THAT ARE LARGER THAN 2 INCHES IN DIAMETER SHOULD NOT BE CUT OR DAMAGED UNTIL THE PROJECT ARBORIST HAS AN OPPORTUNITY TO ASSESS THE IMPACT THAT REMOVING THESE ROOTS COULD HAVE ON THE TREES.
3. THE AREA UNDER THE DRIP LINE OF TREES SHOULD BE THOROUGHLY IRRIGATED TO A SOIL DEPTH OF 18" EVERY 3-4 WEEKS DURING THE DRY MONTHS.
4. MULCH SHOULD COVER ALL BARE SOILS WITHIN THE TREE PROTECTION FENCING. THIS MATERIAL MUST BE 6-8 INCHES IN DEPTH AFTER SPREADING, WHICH MUST BE DONE BY HAND. COURSE WOOD CHIPS ARE PREFERRED BECAUSE THEY ARE ORGANIC AND DEGRADE NATURALLY OVER TIME.
5. LOOSE SOIL AND MULCH MUST NOT BE ALLOWED TO SLIDE DOWN SLOPE TO COVER THE ROOT ZONES OR THE ROOT COLLARS OF PROTECTED TREES.
6. THERE MUST BE NO GRADING, TRENCHING, OR SURFACE SCRAPING INSIDE THE DRIP LINES OF PROTECTED TREES, UNLESS SPECIFICALLY APPROVED BY A CERTIFIED ARBORIST. FOR TRENCHING, THIS

LANDSCAPE DESIGN CRITERIA

1. PLANTING TO BE DESIGNED TO PROVIDE MAXIMUM SAFETY FOR USERS. PLANTING WILL BE PROVIDED ALONG WALLS, FENCES, AND AT BUILDING FOUNDATIONS AND WILL BE MAINTAINED AT AN APPROPRIATE HEIGHT FOR CLEAR VISIBILITY.
2. FINISH GRADING SHALL BE POSITIVE. SURFACE DRAINAGE ACROSS PLANTED AREAS AND AWAY FROM BUILDING FOUNDATIONS. REFER TO LANDSCAPE GRADING PLAN FOR ALL EXISTING AND PROPOSED GRADE INFORMATION.
3. ALL AREAS ON GRADE SHALL RECEIVE 9" OF TOP SOIL AND 3" OF BARK MULCH. SOIL AMENDMENTS WILL BE ADDED BASED ON SOIL LAB RECOMMENDATIONS.
4. STORMWATER MANAGEMENT TO COMPLY WITH SPECIAL PROJECT CATEGORY "B" C3 REQUIREMENTS AND STORM WATER POLLUTION PREVENTION PLAN (SWPPP). BIOSWALES AND/OR INFILTRATION PLANTERS WILL BE USED TO TREAT STORM WATER. REFER TO CIVIL DOCUMENTS.
5. LANDSCAPE FEATURES EMPLOYED TO MINIMIZE RUNOFF AND PROMOTE SURFACE FILTRATION INCLUDE:
 - A) PROVIDING GENTLE SLOPES NOT TO EXCEED 10 PERCENT IN LANDSCAPE AREAS.
 - B) INSTALLING PLANTS WITH LOW WATER REQUIREMENTS.
 - C) INSTALLING PLANTS APPROPRIATE FOR THE LOCATION AND MICRO-CLIMATE.
 - D) UTILIZING BIOSWALES AND/OR INFILTRATION PLANTERS TO CAPTURE RUNOFF BEFORE IT EXITS THE SITE.
 - E) INSTALLING COBBLE SPLASH PADS WHERE RUNOFF IS DISCHARGED INTO BIOSWALES OR INFILTRATION PLANTERS TO AVOID EROSION.
6. ON SITE LANDSCAPE LIGHTING TO BE PROVIDED BY POLES AND BOLLARDS.
7. ALL PLANTING GROUPS ARE DESIGNED FOR WATER USE AND ARRANGED BY WATER HYDROZONES BASED ON WATER NEEDS.
8. PLANTING PALETTE HAS BEEN DEVELOPED BASED ON WATER USE REQUIREMENTS.

9. *WATER USE RATING IS BASED ON WATER USE CLASSIFICATION OF LANDSCAPE SPECIES (WUCOLS), UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION. VL=VERY LOW, L=LOW, M=MEDIUM, H=HIGH

IRRIGATION DESIGN CRITERIA

1. IRRIGATION DESIGN TO COMPLY WITH ABA 1981 REQUIREMENTS, FOLLOW THE STATEWIDE MODEL ORDINANCE DESIGN GUIDELINES AND CITY REQUIREMENTS WITH USE OF WATER EFFICIENT LANDSCAPING AND LOW WATER-WISE PLANTS. ALL PLANTED AREAS SHOWN WILL BE IRRIGATED BY AN AUTOMATIC IRRIGATION SYSTEM.
2. THE IRRIGATED SYSTEMS WILL BE A PERMANENT BELOW GROUND AUTOMATED SYSTEMS ADEQUATE FOR THE ESTABLISHMENT AND MAINTENANCE OF ALL PLANT MATERIAL.
3. ALL TREE, SHRUB AND GROUND COVER AREAS WILL BE IRRIGATED BY A PERMANENT, AUTOMATIC, UNDERGROUND DRIP OR LOW FLOW IRRIGATION SYSTEM. TREE, SHRUB, AND GROUND COVER AREAS SHALL BE ON SEPARATE VALVES.
4. ALL IRRIGATION SYSTEMS SHALL BE DESIGNED, MAINTAINED AND MANAGED TO MEET OR EXCEED MINIMUM EFFICIENCY.
5. ALL IRRIGATION EQUIPMENT SHALL BE SCREENED APPROPRIATELY FROM VIEW IN PUBLIC AREAS.
6. THE FINAL IRRIGATION PLAN SHALL ACCURATELY AND CLEARLY IDENTIFY:
 - A) LOCATION AND SIZE OF WATER METERS FOR THE LANDSCAPE.
 - B) LOCATION, TYPE AND SIZE OF ALL COMPONENTS OF THE IRRIGATION SYSTEM, INCLUDING AUTOMATIC CONTROLLERS, MAIN AND LATERAL LINES, VALVES, SPRINKLER HEADS, RAIN SWITCHES, QUICK COUPLERS, AND BACKFLOW PREVENTION DEVICES.
 - C) STATIC WATER PRESSURE AT THE POINT OF CONNECTION TO THE PUBLIC WATER SUPPLY.
 - D) FLOW RATE (GALLONS PER MINUTE) AND REMOTE CONTROL VALVE SIZE.
 - E) QUICK COUPLERS WILL BE LOCATED AT EVERY 80 TO 100 FEET ALONG THE IRRIGATION MAIN LINE.
 - F) IRRIGATION SYSTEM AND FINAL DESIGN SHALL BE PROVIDED AT A LATER DATE.
 - G) IRRIGATION SYSTEM FEATURES EMPLOYED TO ACHIEVE WATER CONSERVATION GOALS INCLUDE:
 - A) SMART IRRIGATION CONTROLLERS CAPABLE OF RESPONDING TO ON-SITE WEATHER CONDITIONS.
 - B) CONTROLLERS WITH MULTIPLE PROGRAMS.
 - C) WATERING SCHEDULES EMPLOYING SHORT CYCLES.
 - D) RAIN SHUT-OFF DEVICES TO PREVENT IRRIGATION AFTER SIGNIFICANT PRECIPITATION.
 - E) DRIP AND/OR BUBBLER IRRIGATION FOR SHRUBS AND TREES IN PLANTER AREAS WHICH HAVE A SHRUB DENSITY THAT WILL CAUSE EXCESSIVE SPRAY INTERFERENCE OF AN OVERHEAD SYSTEM.
 - F) USE OF FLOW REDUCERS TO MITIGATE SPRAY OF BROKEN HEADS NEXT TO SIDEWALK, STREETS, AND DRIVEWAYS.

LANDSCAPE MATERIAL & DIMENSION LEGEND

KEY	DESCRIPTION	DETAIL# / SHEET #
	CONCRETE PAVING W/ INTEGRAL COLOR	
	CONCRETE PAVING W/ SAND BLAST FINISH	
	CONCRETE PAVING WITH TOP CAST FINISH BANDING	
	CONCRETE UNIT PAVER	
	WOOD DECKING	
	EXPANSION JOINT W/ SEALANT (EJS)	
	SCORE JOINT (SAWCUT)	
	LANDSCAPE AREA	
	BIORETENTION AREA	
VF:	VERIFY IN FIELD	
	ALIGN	
	DIMENSION	
	ANGULAR DIMENSION	

GENERAL LANDSCAPE PROJECT LEGEND

KEY	DESCRIPTION	DETAIL
	LIMIT OF WORK	
	PROPERTY LINE	
	BREAK LINE	
	PEDESTRIAN POLE LIGHT LUMINAIRE, SED.	
	DETAIL CALLOUT	
	ELEVATION INDICATOR	
	SECTION / ELEVATION DETAIL	
	PROPOSED TREE, REFER TO PLANTING PLAN	
L.O.W.	LIMIT OF WORK	
	EXISTING TREE TO REMAIN	
	EXISTING TREE TO BE REMOVED	

SITE FURNISHING LEGEND

KEY	DESCRIPTION	DETAIL# / SHEET #
	POURED IN PLACE CONCRETE SEATWALL W/ SMOOTH TROWEL FINISH AND INTEGRATED LED LIGHT STRIP	5/L3.00
	BIKE LOCKER	2/L3.01
	BIKE RACK	1/L3.01

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
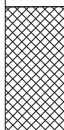

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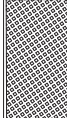
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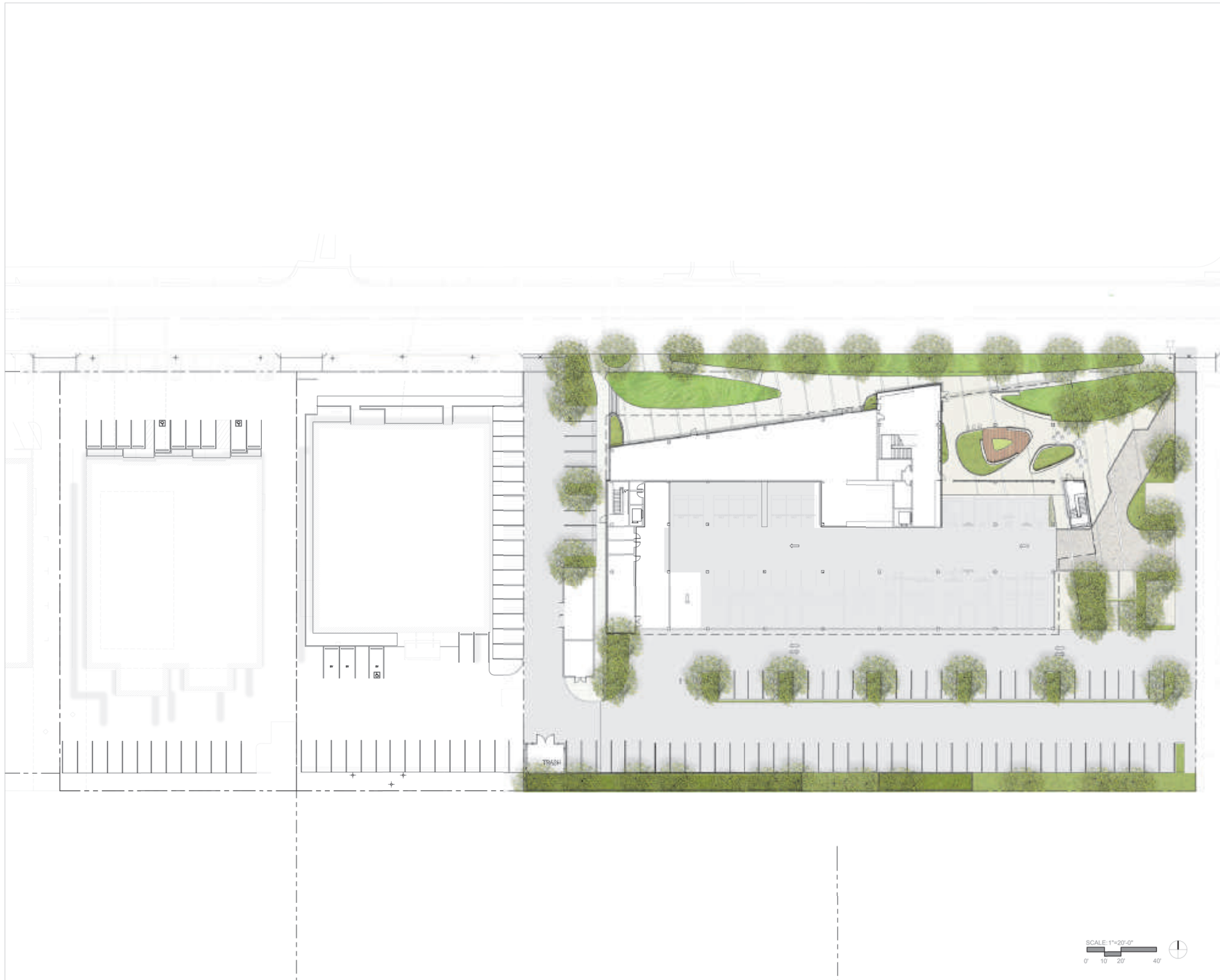
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TREE, SHRUB, GRASSES, PERENNIALS + GROUNDCOVER PLANTING SCHEDULE							
TREES							
SYMBOL	KEY	SCIENTIFIC NAME	COMMON NAME	SIZE	SPACING	WATER USE	MATURE SIZE
	ARB MAR	ARBUTUS MARINA	STRAWBERRY TREE	36" BOX	AS SHOWN	L	25' H
	CER CAN	CERCIS CANADENSIS	EASTERN REDBUD	36" BOX	AS SHOWN	M	30' H
	GIN BIL	GINGKO BILOBA	GINGKO	36" BOX	AS SHOWN	M	25-35'H
	PLA ACE	PLATANUS X ACERIFOLIA	LONDON PLANE TREE	36" BOX	AS SHOWN	L	75-100'
	PIS CHI	PISTACIA CHINENSIS	CHINESE PISTACHIO	48" BOX	AS SHOWN	L	30-35' H
	OLE EUR	OLEA EUROPAEA	OLIVE TREE	36" BOX	AS SHOWN	L	25-35'H
HATCH	KEY	SCIENTIFIC NAME		SIZE	SPACING	WATER USE	MATURE SIZE
FOUNDATION PLANTING							
	CAL BET	CALLISTEMON 'BETTER JOHN'	WEeping BOTTLEBRUSH	1 GAL	2'-6"	L	3' H X 3' W
	CIS HYB	CISTUS HYBRIDUS	WHITE ROCKROSE	5 GAL	5'-0"	L	3' H X 4' W
	RHA UMB	RHAPHIOLEPIS UMBELLATA 'MINOR'	DWARF 'YEDDO HAWTHORN'	5 GAL	3'-0"	L	4' H X 3' W
	LOM LON	LOMANDRA LONGIFOLIA	SPINY-HEADED MAT-RUSH	1 GAL	3'-0"	L	3' H X 3' W
ACCENT PLANTS AND GRASSES							
	ACH MIL	ACHILLEA MILLEFOLIUM	COMMON YARROW	5 GAL	1'-0"	L	3' H X 1.5' W
	AGA AME	AGAVE AMERICANA	CENTURY AGAVE	20 GAL	3'-0"	L	4' H X 6' W
	AGA ATT	AGAVE ATTENUATA	FOXTAIL AGAVE	15 GAL	5'-0"	L	3' H X 4' W
	AGA OVA	AGAVE OVATIFOLIA	WHALES TONGUE AGAVE	15 GAL	6'-0"	L	3' H X 5' W
	ANE LES	ANEMANTHELE LESSONIANA	NEW ZEALAND WIND GRASS	5 GAL	3'-0"	L	3' H X 3' W
	ANI KAN	ANIGOZANTHOS 'KANGA RED'	'KANGA RED' KANGAROO PINK	5 GAL	2'-0"	L	2' H X 1.5' W
	BAC PIL	BACCHARIS PILULARIS 'PIGEON POINT'	COYOTE BRUSH 'PIGEON POINT'	10 GAL	6'-0"	L	4' H X 8' W
	BOU GRA	BOUTELOUA GRACILIS	BLUE GRAMA	15 GAL	2'-0"	L	2' H X 2' W
	CAL ACU	CALAMAGROTIS X ACUTIFLORA	FEATHER REED GRASS	15 GAL	2'-0"	L	4' H X 4' W
	DES CES	DESCHAMPSIA CEPITOSA	TUFTED HAIRGRASS	10 GAL	1'-0"	M	2' H X 3' W
	DYM MAR	DYMONDIA MARGARETAE	SILVER CARPET	5 GAL	1'-6"	L	3' H X 2' W
	FES CAL	FESTUCA CALIFORNICA 'ELIJAH BLUE'	'ELIJAH BLUE'	5 GAL	1'-0"	L	9" H X 9" W
HES PAR	HESPERALOE PARVIFLORA	'YELLOW YUCCA'	5 GAL	5'-0"	L	3' H X 3' W	
KIN UVA	KNIPHOFIA UVARIA	RED HOT POKER	10 GAL	2'-6"	L	3' H X 2.5' W	
LEU JES	LEUCADENDRON 'JESTER'	SUNSHINE CONEBUSH	15 GAL	5'-0"	L	4' H X 4' W	
MUH DUB	MUHLENBERGIA DUBIA	PINE MUHLY	15 GAL	3'-0"	L	2' H X 2' W	

	LOM LON	LOMANDRA LONGIFOLIA	DIWARD MAT RUSH	10 GAL	2'-0"	L	2' H X 3' W
	OLE EUR	OLEA EUROPAEA	LITTLE OLIE	15 GAL	2'-0"	L	4' H X 6' W
	YUC FIL	YUCCA FILAMENTOSA 'BRIGHT EDGE'	YUCCA BRIGHT EDGE	5 GAL	3'-0"	L	3' H X 3' W
GROUND COVER							
	BAC PIL	BACCHARIS PILULARIS 'PIGEON POINT'	DWARF COYOTE BUSH	10 GAL	6'-0"	L	2' H X 6' W
	DYM MAR	DYMONDIA MARGARETAE	SILVER CARPET	5 GAL	1'-6"	L	3' H X 2' W
	FRA CHI	FRAGARIA CHILOENSIS	BEACH STRAWBERRY	1 GAL	2'-0"	M	6' H X 3' W
SHADE PLANTS							
	ASP DEN	ASPARAGUS DENSIFLORUS MYERS	FOXTAIL FERN	10 GAL	2'-0"	L	2' H X 2' W
	ASP SET	ASPARAGUS SETACEUS	SWORD FERN	10 GAL	2'-0"	M	3' H X 3' W
	ASP ELA	ASPIDISTRA ELATIOR	CAST IRON PLANT	5 GAL	1'-6"	L	2' H X 2' W
	CLI MIN	CLIVIA MINIATA	BUSH LILY	5 GAL	1'-0"	M	2' H X 2' W
	FUC MAG	FUCHSIA MAGELLANICA	HARDY FUCHSIA	15 GAL	3'-0"	M	5' H X 3' W
	MAH	MAHONIA	SOFT CARESS	10 GAL	4'-0"	L	3' H X 3' W
	OXA COR	OXALIS CORICULATA	CREEPING WOODSORREL	1 GAL			
	POL MUN	POLYSTICHUM MUNITUM	WESTERN SWORD FERN	15 GAL	2'-0"	M	3' H X 3' W
	WOO FIM	WOODWARDIA FIMBRIATA	GIANT CHAIN FERN	15 GAL	5'-0"	L	4' H X 3' W
BIO RETENTION TREATMENT PLANTS							
	BOU GRA	BOUTELOUA GRACILIS	BLUE GRAMA	5 GAL	2'-0"	L	2' H X 2' W
	DES CES	DESCHAMPSIA CESPITOSA	TUFTED HAIR GRASS	5 GAL	2'-0"	L	2' H X 1.5' W
	MUH DUB	MUHLENBERGIA DUBIA	PINE MUHLY	15 GAL	3'-0"	L	2' H X 2' W
	SAL CLE	SALVIA CLEVELANDII	CLEVELAND SAGE	15 GAL	2'-6"	L	4' H X 4' W



SCALE: 1"=20'-0"

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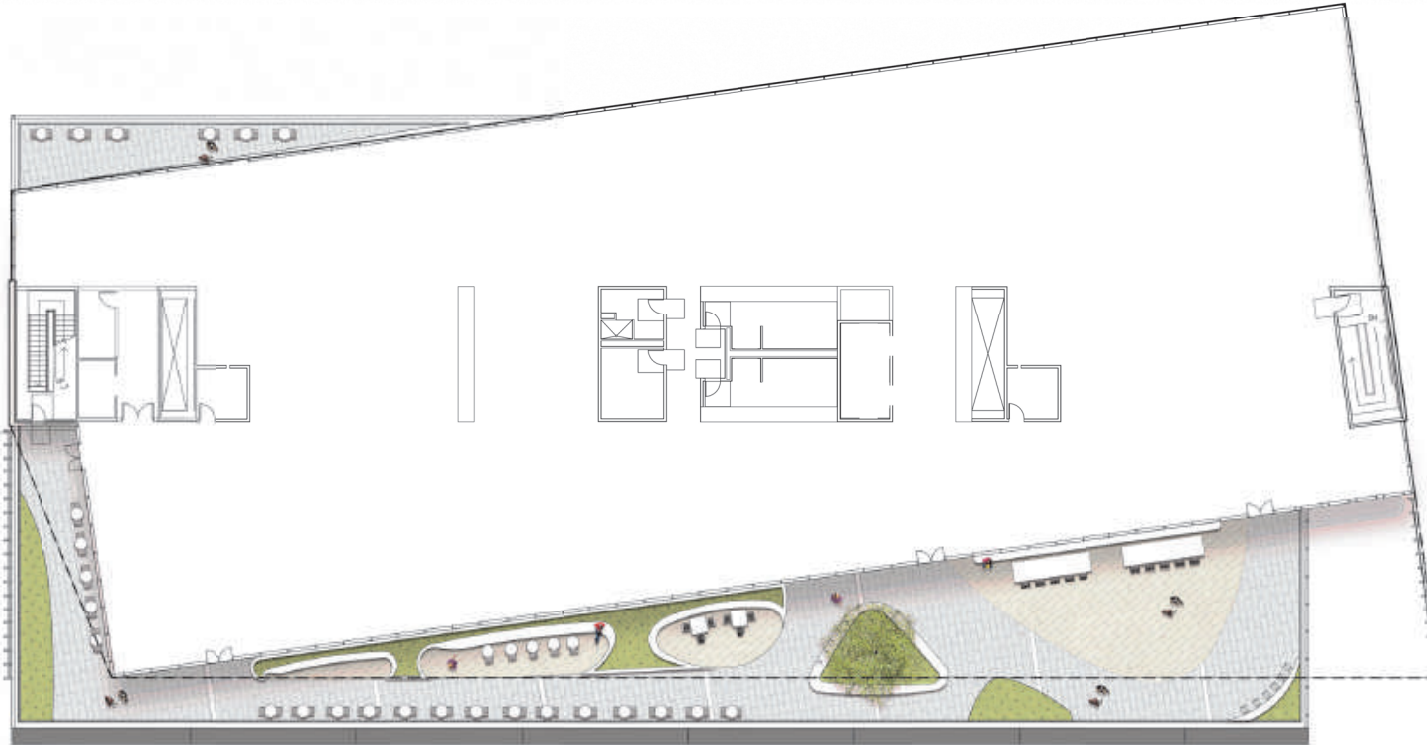
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date: 2023.02.11

GROUND LEVEL
LANDSCAPE COLOR PLAN

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2022.07.22

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2022.02.11

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LANDSCAPE 3RD LEVEL
 TERRACE COLOR PLAN

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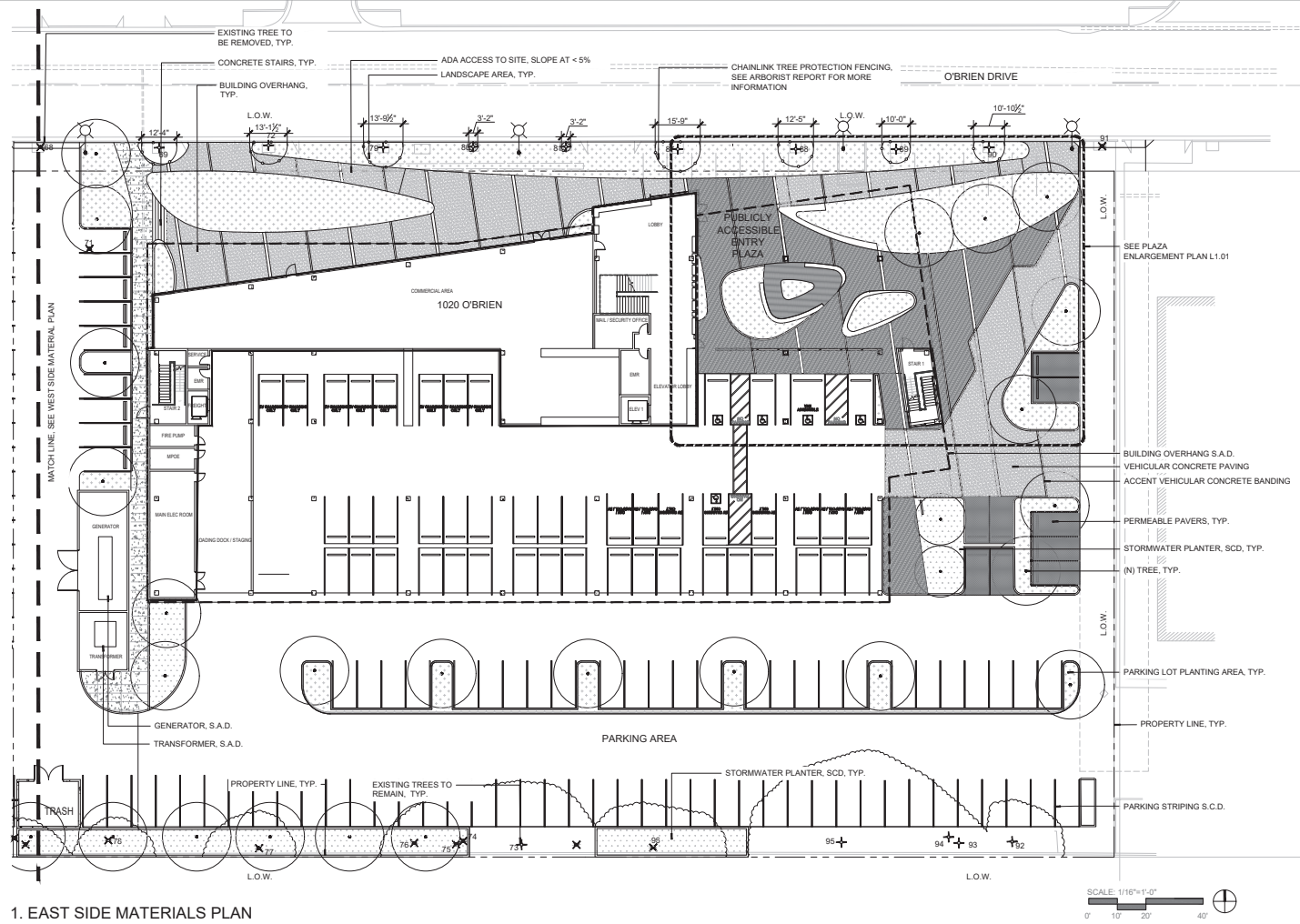
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LANDSCAPE 3RD LEVEL
 TERRACE COLOR PLAN

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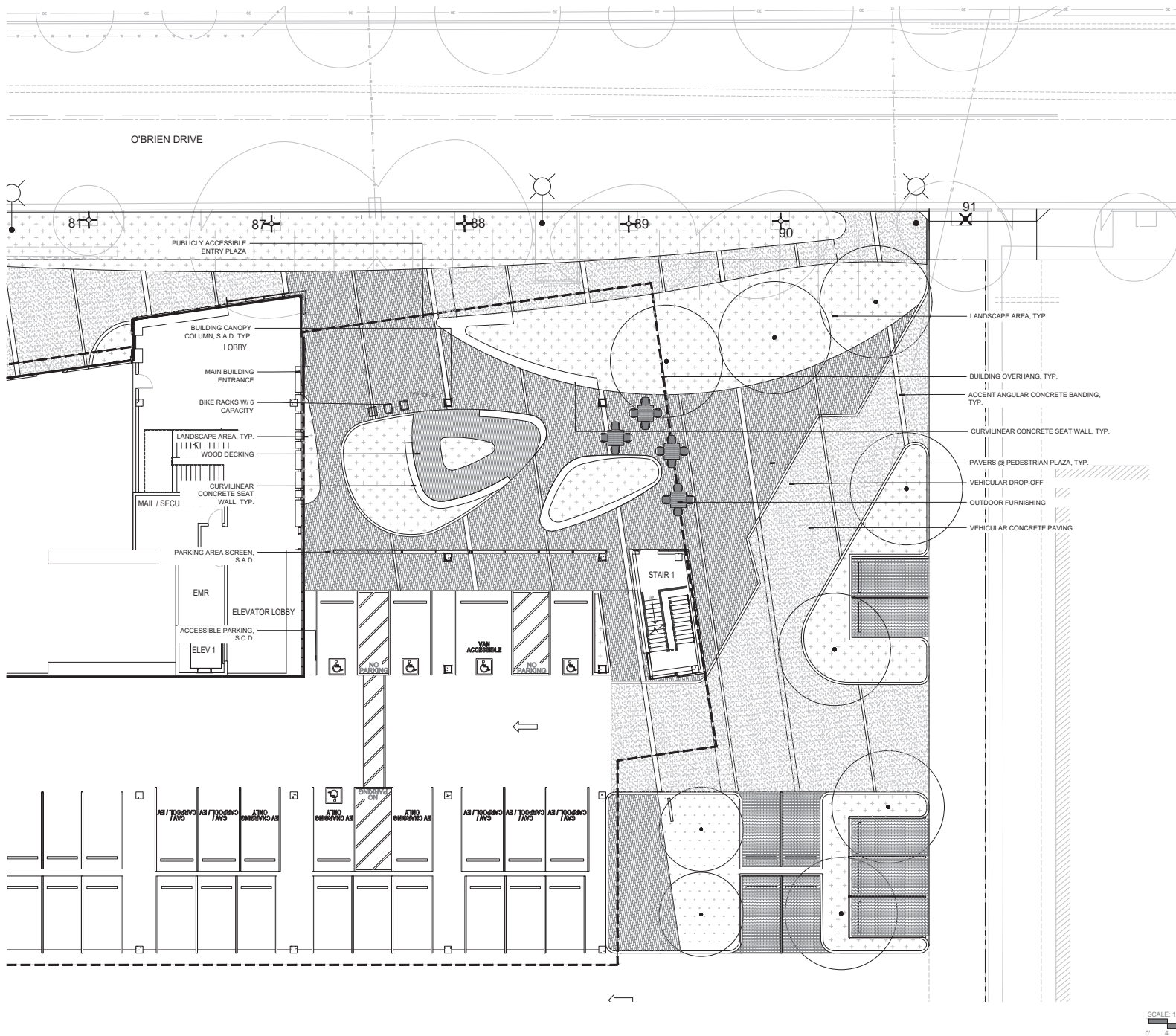
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L1.00 LANDSCAPE
GROUND LEVEL
MATERIALS PLAN

L1.00

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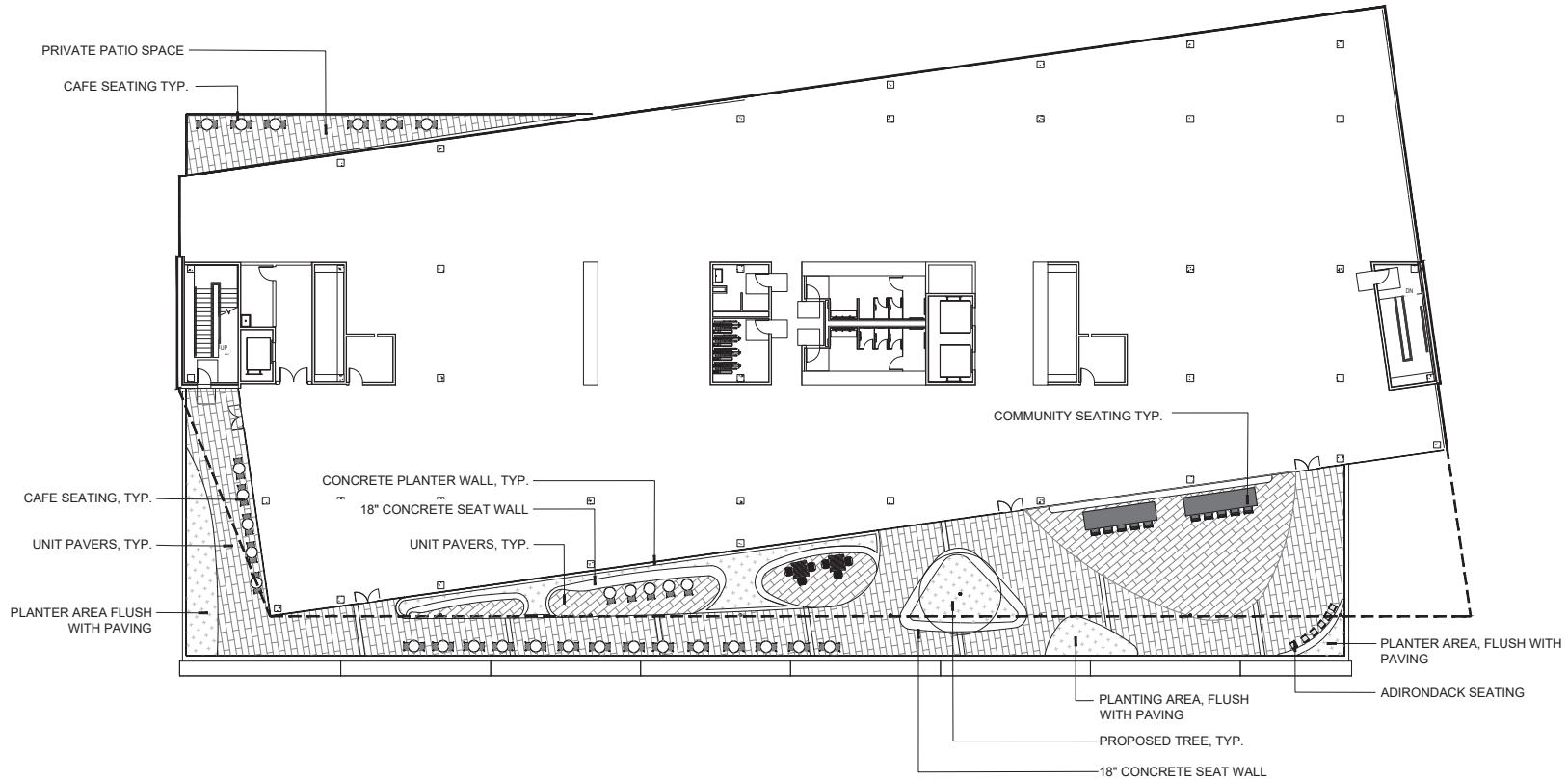
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0' 4' 8' 16'

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

0' 10' 20' 30'

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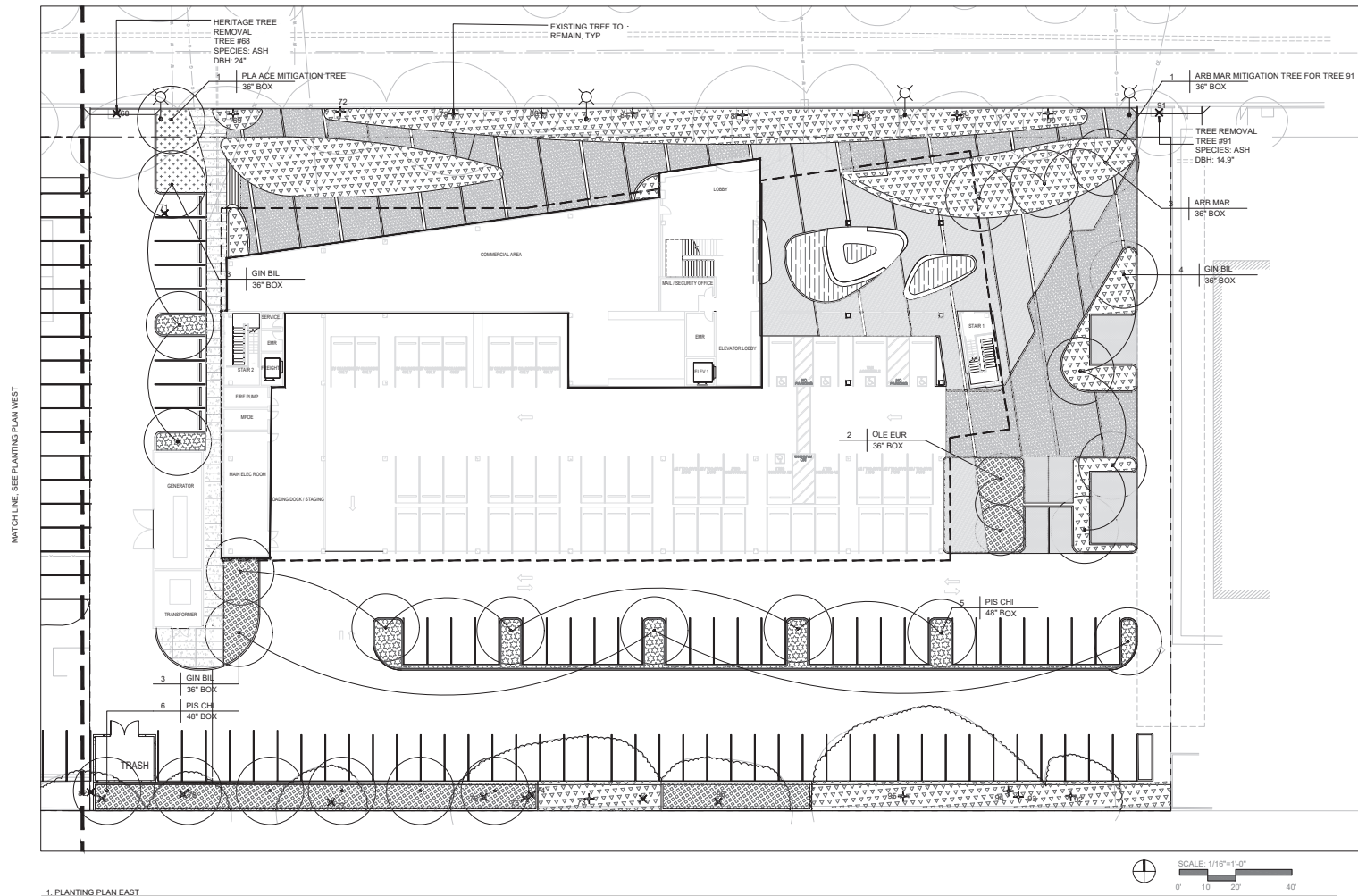


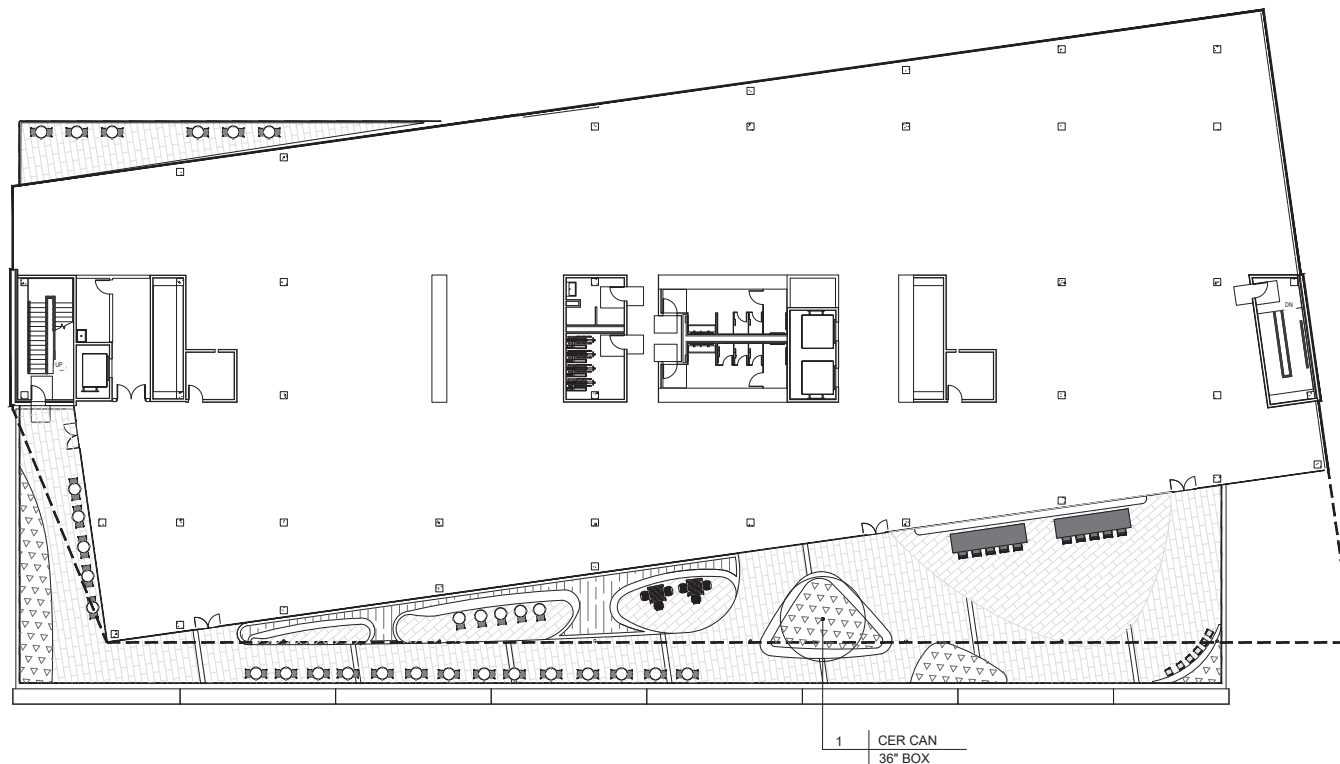
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LANDSCAPE 3RD LEVEL
TERRACE MATERIALS
PLAN

L1.02





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3 2023.11.04 PLANNING REVISION
2 2023.07.20 PLANNING REVISION
1 2023.02.11 PLANNING APPLICATION
F Date Issue description



1030 O'Brien
1030 O'Brien Drive
Oakland, CA 94612

project number 21-015
date 2023.02.11

LANDSCAPE 3RD
LEVEL TERRACE
PLANTING PLAN

	GROUND COVERS					
		1. BACCHARIS PILULARIS	2. DYMONDIA MARGARETAE	3. FRAGARIA CHILOENSIS	4. OLEA EUROPAEA	
GRASSES						
		5. ANEMANTHELE LESSONIANA	6. CALAMAGROTIS KARL FOERSTER	7. FESTUCA CALIFORNICA	8. HESPERALOE PARVIFLORA	9. LOMANDRA LONGIFOLIA
ACCENT PLANTS						
		10. ACHILLEA MILLEFOLIUM	11. AGAVE ATTENUATA	12. ANIGOZANTHOS 'KANGA RED'	13.	14. SALVIA CLEVELANDII
SUCCULENTS						
		15. AGAVE AMERICANA	16. AGAVE ATTENUATA	17. AGAVE OVATIFOLIA	18. KINIPHOFIA UVARIA	19. SENECIO SERPENS

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Date

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4

2023.01.19

PLANNING REVISION

3

2023.11.04

PLANNING REVISION

2

2023.07.20

PLANNING REVISION

1

2023.02.11

PLANNING APPLICATION

F

Date

Issue description

1030 O'Brien
1030 O'Brien Drive
Menlo Park, CA 94025

PROJECT NUMBER: 21-015
DATE: 2023.02.11

LANDSCAPE PLANTING
IMAGES

L3.00

SHADE PLANTS



1. ASPARAGUS DENSIFLORUS MYERIII



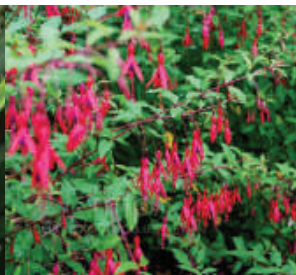
2. ASPARAGUS SETACEUS



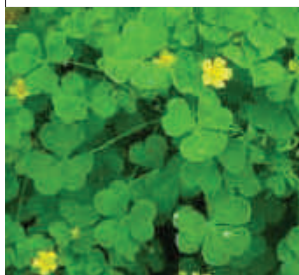
5. ASPIDISTRA ELATIOR



5. CLIVIA MINIATA



5. FUCHSIA THOMPSONII



5. OXALIS CORNICULATA



6. MAHONIA



7. POLYSTICHUM MUNITUM



8. WOODWARDIA FIMBRIATA

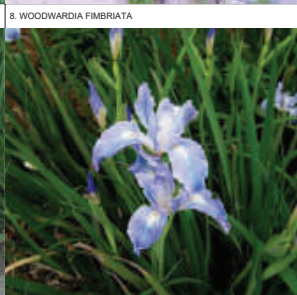
STORMWATER PLANTING



8. *ACHILLEA MILLEFOLIUM*

9. *BOUTELOUA GRACILIS*.

10. DESCHAMPSIA CESPITOSA



11. IRIS DOUGLASSIANA



12. JUNCUS PATENS



13. MUHI ENBERGIA DUBIA



15. SAL VIA CLEVELANDU

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Oakland, CA 94612
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LANDSCAPE ARCHITECT
OFES
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

△	date	revision description
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4	2023.01.19	PLANNING REVISION
3	2022.11.04	PLANNING REVISION
2	2022.07.22	PLANNING REVISION
1	2022.02.11	PLANNING APPLICATION
#	date	issue description



1030 O'Brien
1030 O'Brien Drive
Menlo Park, CA 94025

project number 21-315
date: 2022-02-11

LANDSCAPE PLANTING
IMAGES

L3.01

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TREE PLANTING					
	1. ARBUTIS MARINA	2. CERCIS CANADENSIS	3. GINKGO BILOBA		
					
	4. OLEA EUROPAEA	5. PLATANUS X ACERIFOLIA	6. PISTACIA CHINENSIS		

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Date

revision description

4

2023.01.19

PLANNING REVISION

3

2023.11.04

PLANNING REVISION

2

2023.07.20

PLANNING REVISION

1

2023.02.11

PLANNING APPLICATION

#

Date

Issue description

REGISTERED LANDSCAPE ARCHITECT
TROY A. CARRAN
C 5653
09/20/22
STATE OF CALIFORNIA

1030 O'Brien
1030 O'Brien Drive
Menlo Park, CA 94025

project number: 21-015
date: 2023.02.11

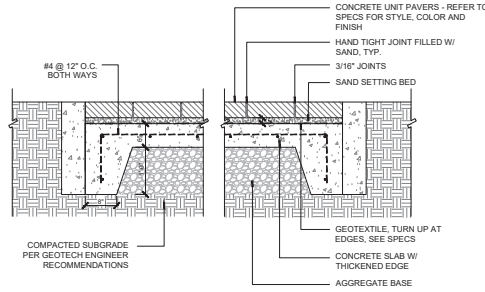
LANDSCAPE PLANTING
IMAGES

L3.02

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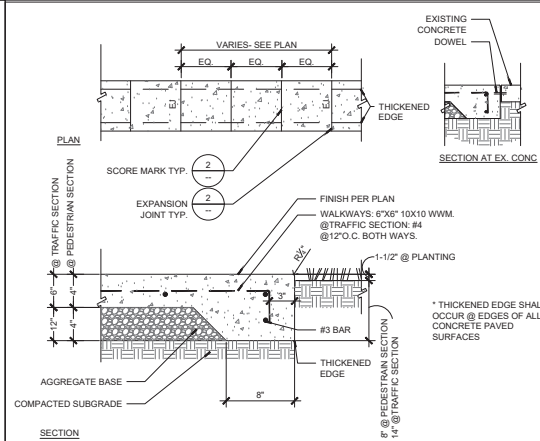


9 PLAZA PRECEDENT



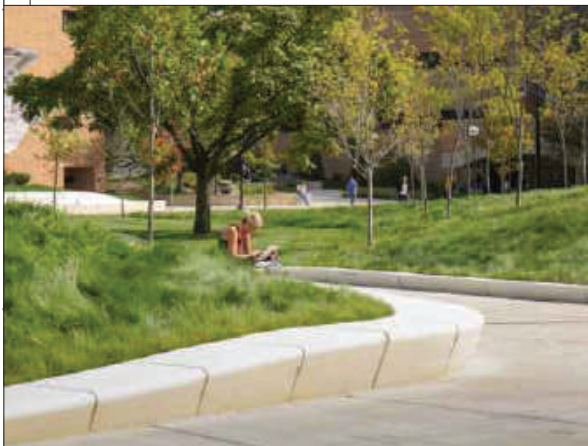
4 VEHICULAR UNIT PAVER

NTS

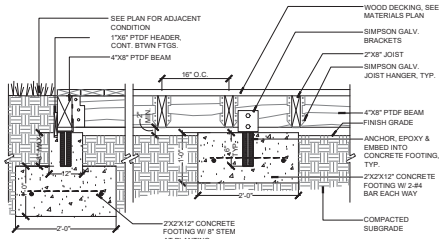


1 CONCRETE PAVING TYP.

NTS

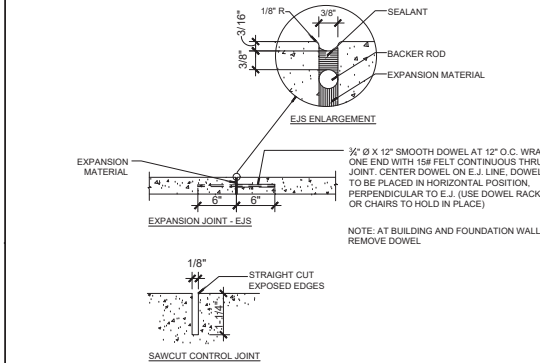


8 ORGANIC CONCRETE SEAT WALL



5 WOOD DECK

NTS

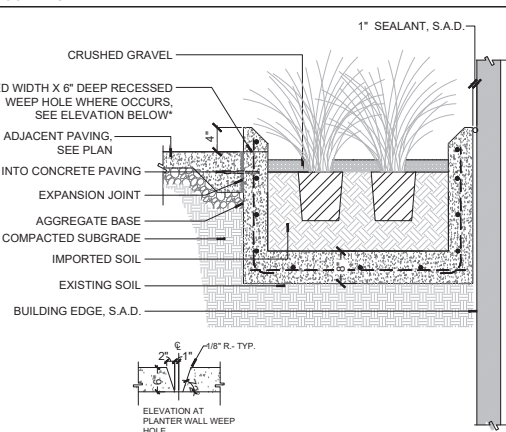


2 CONCRETE JOINT, TYP.

NTS

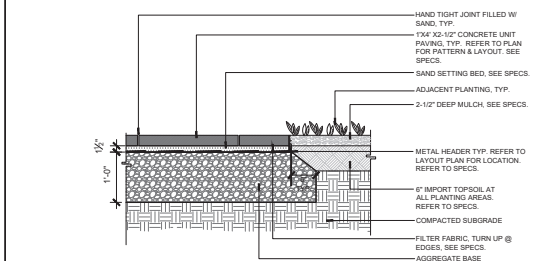


7 WOOD DECKING BREAKOUT SPACE



6 STORMWATER CURB DETAIL

NTS



3 PEDESTRIAN UNIT PAVERS

NTS

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4 2023.01.19 PLANNING REVISION
3 2023.11.04 PLANNING REVISION
2 2023.07.20 PLANNING REVISION
1 2023.02.11 PLANNING APPLICATION



1030 O'Brien
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Berkeley, CA 94705

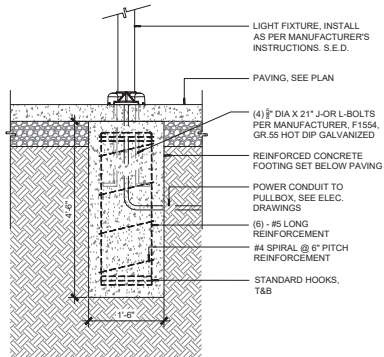
project number 25-015
date 2023.02.11

LANDSCAPE DETAILS

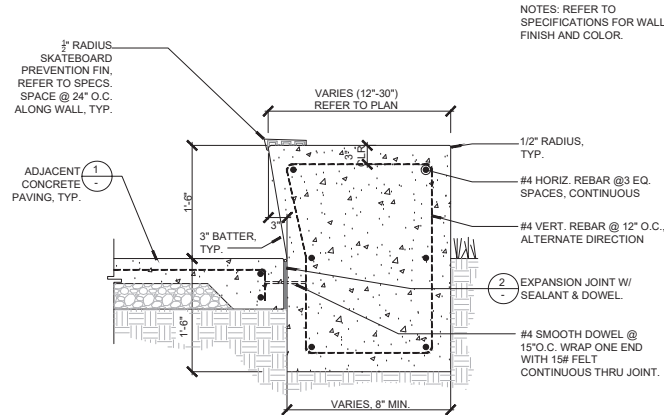
L4.00

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FOOTING IN PAVING



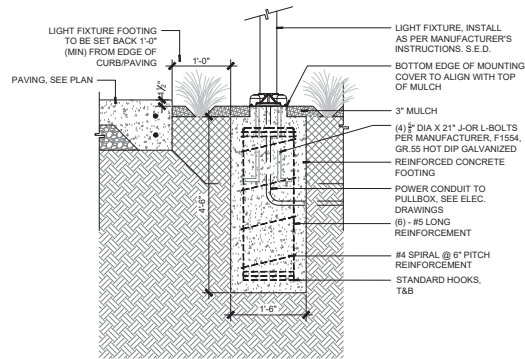
NOTES: REFER TO SPECIFICATIONS FOR WALL FINISH AND COLOR.

3 LIGHT POLE IN PAVING

NTS

1 CONCRETE SEATWALL

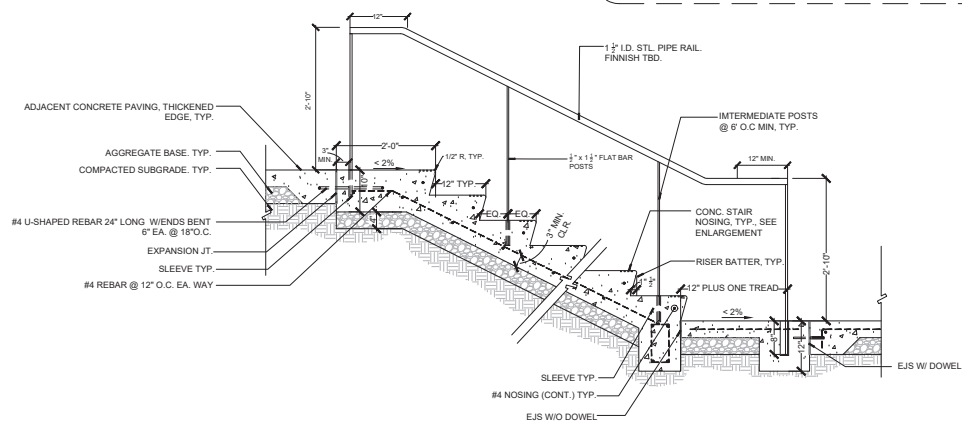
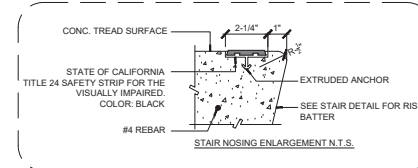
NTS



4 LIGHT POLE IN PLANTING

NTS

NOTE: SEE LAYOUT PLAN AND GRADING PLAN FOR NUMBER OF RISERS(R) AND TREADS(T)
NOTE: REFER TO SPECS FOR CONCRETE PAVING AND HANDRAIL FINISHES
NOTE: ALL EXPOSED FACES OF CONCRETE STAIR SHALL RECEIVE SAME FINISH & COLOR. REFER TO SPECIFICATIONS.



2 STAIR DETAIL

NTS

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4 2023.01.19 PLANNING REVISION
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1 2023.02.11 PLANNING APPLICATION

Δ Date issue description



1030 O'Brien
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Menlo Park, CA 94025

project number 25-075
date 2023.02.11

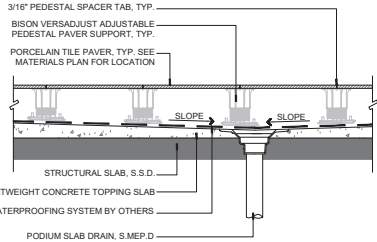
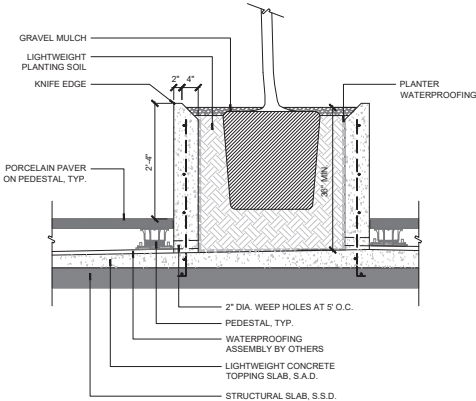
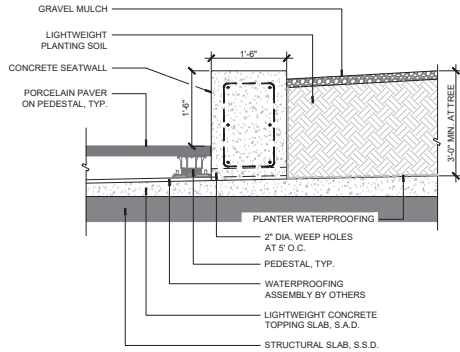
LANDSCAPE DETAILS

L4.01

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11/10/2023 11:07:38 AM

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11/10/2023 11:07:38 AM

		
	1	PAVERS ON PEDESTAL NTS
		
	3	CONCRETE TREE PLANTER ON STRUCTURE NTS
		
	3	CONCRETE WALL ON STRUCTURE NTS

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4 2023.01.19 PLANNING REVISION
3 2023.11.04 PLANNING REVISION
2 2023.07.20 PLANNING REVISION
1 2023.02.11 PLANNING APPLICATION

Date Issue description

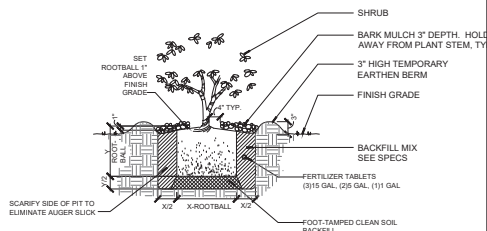
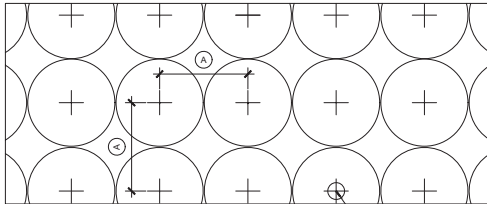
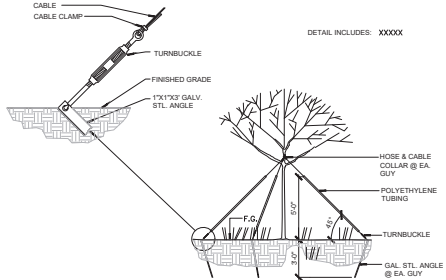
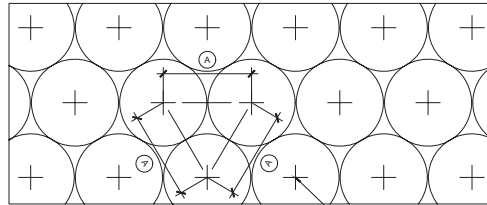
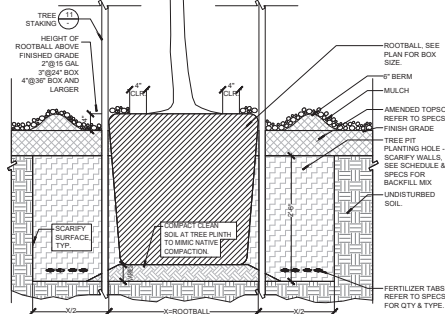


1030 O'Brien
1030 O'Brien Drive
Menlo Park, CA 94025

project number 21-075
date 2023.02.11

LANDSCAPE DETAILS

L4.02

	 <p>SHRUB BARK MULCH 3" DEPTH. HOLE AWAY FROM PLANT STEM, TYP. 3" HIGH TEMPORARY EARTHEN BERM FINISH GRADE BACKFILL MIX SEE SPECS FERTILIZER TABLETS (3/15 GAL, (2/6 GAL, (1/1 GAL FOOT-TAMPED CLEAN SOIL BACKFILL X/2" X-ROOTBALL X/2" SCARIFY SIDE OF PIT TO ELIMINATE AUGER SLICK SET ROOTBALL 1" ABOVE FINISH GRADE 1" TYP.</p> <p>NOTE: REFER TO DETAIL #3 FOR TRIANGULAR SPACING NOTES & #2 FOR LINEAR.</p>	 <p>LINEAR SPACING (TYPICAL)</p> <p>NOTE: WHERE PARALLEL ROWS FOLLOW CURVING CONTOURS, LINEAR SPACING NOT REQUIRED. MAINTAIN HORIZONTALLY PARALLEL ROWS. SEE PLAN.</p> <p>FOR PLANT SPACING - SEE PLANTING PLAN</p>			
4	SHRUB PLANTING	NTS	1	PLANTING SPACING LINEAR	NTS
	 <p>CABLE CLAMP TURNBUCKLE FINISHED GRADE 1"X1/2" GALV. STL. ANGLE HOSE & CABLE COLLAR @ EA. GUY POLYETHYLENE TUBING TURNBUCKLE GAL. STL. ANGLE @ EA. GUY F.G. S.F. DETAIL INCLUDES: XXXXX</p> <p>TREE GUYING</p>	NTS	 <p>TRIANGULATE SPACING (TYPICAL)</p> <p>NOTE: WHERE PARALLEL ROWS FOLLOW CURVING CONTOURS, TRIANGULAR SPACING NOT REQUIRED. MAINTAIN HORIZONTALLY PARALLEL ROWS. SEE PLAN.</p> <p>PLANT SPACING - SEE PLANTING PLAN</p>	NTS	
5	TREE GUYING	NTS	2	PLANT SPACING TRIANGULAR	NTS
			 <p>TREE STAMPING HEIGHT OF ROOTBALL ABOVE FINISHED GRADE 2" @ 15 GAL 2" @ 15 GAL 4" @ 30" BOX AND LARGER ROOTBALL SEE PLAN FOR BOX SIZE 4" CLAMP 4" CLAMP ROOTBALL SEE PLAN FOR BOX SIZE 4" BERM MULCH AMENDED TOPSOIL REFER TO SPECS FINISH GRADE PLANTING HOLE - SCARIFY WALLS - SEE SCHEDULE & SPECS FOR BACKFILL MIX UNDISTURBED SOIL SCARIFY SURFACE TYP. SEE AT TREE PLANTING TO MATCH NATIVE COMPACTED FERTILIZER TABS REFER TO SPECS FOR QTY & TYPE</p> <p>TREE PLANTING HOLE</p>	NTS	
			3	TREE HOLE	NTS

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4 2023.01.19 PLANNING REVISION
3 2023.01.19 PLANNING REVISION
2 2023.07.20 PLANNING REVISION
1 2023.02.11 PLANNING APPLICATION

Date Issue description
REGISTERED LANDSCAPE ARCHITECT
C 5653
09/20/23
STATE OF CALIFORNIA

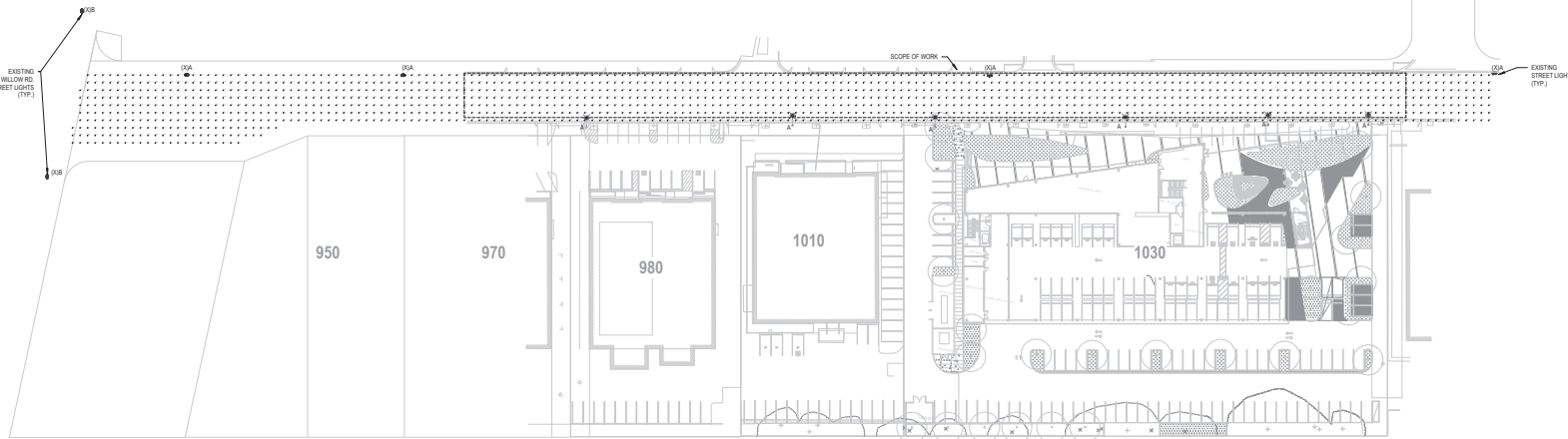
1030 O'Brien
1030 O'Brien Drive
Walton Park, CA 94095

project number 25-075
date 2023.02.11

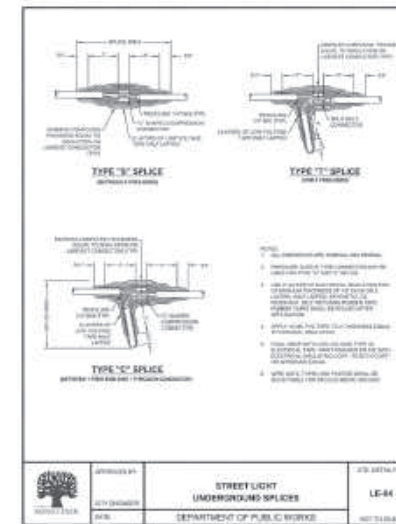
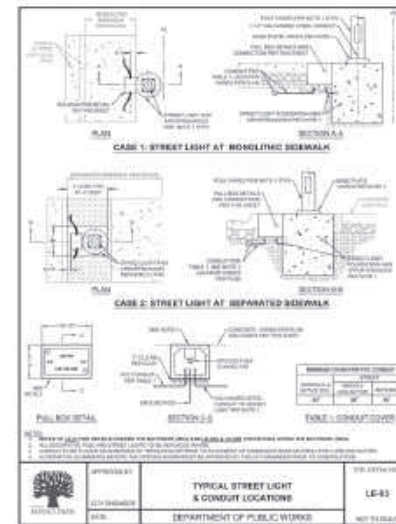
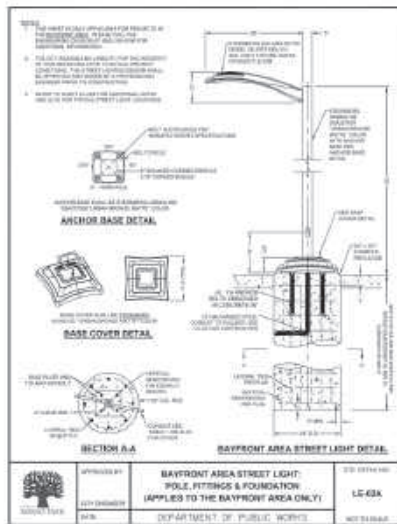
Item	Description	Quantity	Unit	Notes
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2	EXISTING WILLOW RD STREET LIGHTS (TYP)	1	EA	
3	EXISTING WILLOW RD STREET LIGHTS (TYP)	1	EA	
4	EXISTING WILLOW RD STREET LIGHTS (TYP)	1	EA	
5	EXISTING WILLOW RD STREET LIGHTS (TYP)	1	EA	
6	EXISTING WILLOW RD STREET LIGHTS (TYP)	1	EA	
7	EXISTING WILLOW RD STREET LIGHTS (TYP)	1	EA	
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9	EXISTING WILLOW RD STREET LIGHTS (TYP)	1	EA	
10	EXISTING WILLOW RD STREET LIGHTS (TYP)	1	EA	

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
O'Brien Street	+	1.3 ft	6.1 ft	0.1 ft	61.0 ft	13.9 ft

- GENERAL NOTES**
- ALL PHOTOMETRIC CALCULATIONS ARE MEASURED IN FOOTCANDLES (FC).
 - PHOTOMETRIC ILLUMINATION VALUES ARE SUBJECT TO FIELD VERIFICATION.
 - PHOTOMETRIC CALCULATIONS PERFORMED TO BE IN COMPLIANCE WITH IES FOR ROADWAY STANDARD.
- KEYNOTES**
- EXISTING LED STREET LIGHTS TYP MOUNTED TO UTILITY POLE ON NORTH SIDE OF O'BRIEN STREET. TO WATT SINGLE HEAD AS FUTURE MOUNTED APPROXIMATELY 25 FEET ABOVE GRADE AND 30' FROM UTILITY POLE.



1 980-1030 O'BRIEN STREET PHOTOMETRIC PLAN
SCALE: 1" = 40'-0"



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DRAFT

4	2023.01.14	PLANNING REVISION
3	2023.01.04	PLANNING REVISION
2	2023.07.27	PLANNING REVISION
1	2023.02.11	PLANNING APPLICATION
F	000	Issue Description

1030 O'Brien
1030 O'Brien Drive
Marina Park, CA 94025

Project Number: 071024
Date: 2023.01.13

980-1030 O'BRIEN STREET
PHOTOMETRIC PLAN

XE.301

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