Architectural Review Board

Staff Report (ID # 10948)

Report Type:	Action Items	**Meeting Date:**	1/16/2020
Summary Title:	3215 Porter Drive: New Office/R&D Building		
Title:	PUBLIC HEARING / QUASI-JUDICIAL. 3215 Porter Drive [19PLN-00237]: Consideration of a Major Architectural Review to Allow the Construction of a new 21,933 Square Foot Office/ R&D Building. Environmental Assessment: An Initial Study is Being Prepared in Accordance With the California Environmental Quality Act (CEQA). Zoning District: RP (Research Park). For More Information Contact the Project Planner Garrett Sauls at garrett.sauls@cityofpaloalto.org.		
From:	Jonathan Lait		

Recommendation

Staff suggests the Architectural Review Board (ARB) provide input on the project and continue its review to a date uncertain. The next ARB hearing of the project will include a review and recommendation of a final design and environmental documents.

Report Summary

This is the first formal architectural review hearing of a new 21,933 square foot (sf) two-story building for office / Research & Development (R&D) uses. The project includes a one-level subterranean parking garage and associated site improvements on a vacant, 1.67-acre site that was established through a lease line adjustment due to the recently approved project at 3181 Porter Drive. Under that application, the lease lines for both 3181 Porter Drive and 3215 Porter Drive were reestablished to accommodate the construction on 3181 Porter Drive. 3215 Porter Drive was previously developed with a building that was demolished in 2016 in conjunction with the construction of 3181 Porter Drive so that neither site would create a new non-conforming condition. The site is located near the center of the Stanford Research Park at the junction of Porter Drive, Hillview Avenue, and Hanover Street. Stanford proposes to redevelop the site to lease to a new tenant.

Background

City of Palo Alto
Planning & Development Services
250 Hamilton Avenue
Palo Alto, CA 94301
(650) 329-2442

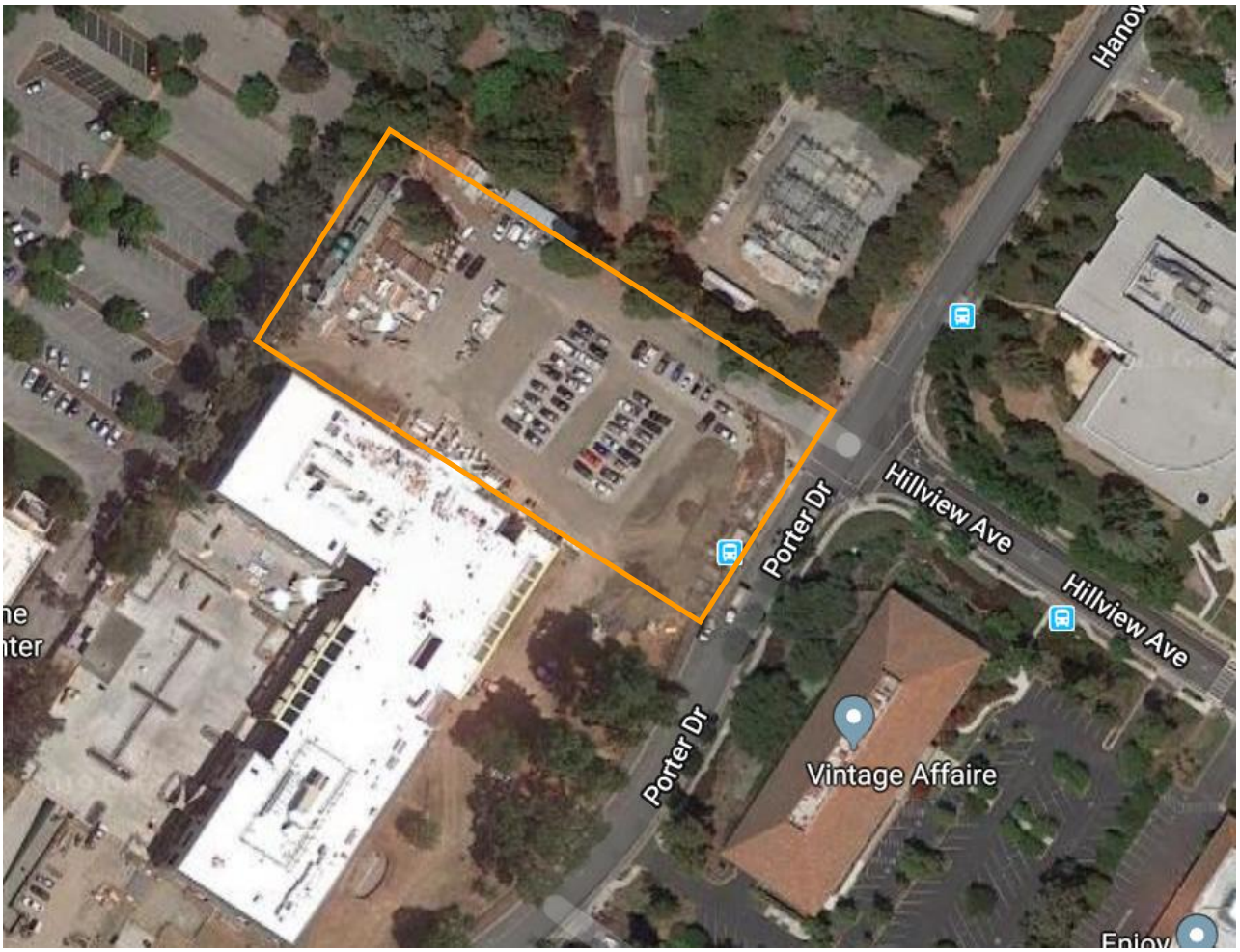
Project Information

Owner:	The Board of Trustees of the Leland Stanford Junior University
Architect:	Jason McCarthy, Studios Architecture
Representative:	Lisa Lu (Stanford), Jim Inglis (Stanford)
Legal Counsel:	N/A

Property Information

Address:	3215 Porter Drive
Neighborhood:	Stanford Research Park
Lot Dimensions & Area:	1.67 acres
Housing Inventory Site:	N/A
Located w/in a Plume:	Hillview-Porter Regional Plume
Protected/Heritage Trees:	None
Historic Resource(s):	None; Hewlett-Packard Building #15 was demolished in 2016
Existing Improvement(s):	The lot is currently vacant
Existing Land Use(s):	N/A
Adjacent Land Uses & Zoning:	North: R&D, Gen. Business Office, Prof. Office, Admin Office West: R&D, Gen. Business Office, Prof. Office, Admin Office East: Public Facilities (Transformer Station), R&D, Gen. Business Office, Prof. Office, Admin Office South: R&D, Gen. Business Office, Prof. Office, Admin Office

Aerial View of Property:



Source: Google Maps

<u>Land Use Designation & Applicable Plans</u>

Zoning Designation:	RP (Research Park)
Comp. Plan Designation:	Research/Office Park
Context-Based Design Criteria:	N/A
Downtown Urban Design Guide:	N/A
South of Forest Avenue Coordinated Area Plan:	N/A
Baylands Master Plan:	N/A
El Camino Real Design Guidelines (1976 / 2002):	N/A
Proximity to Residential Uses or Districts (150'):	N/A
Located w/in the Airport Influence Area:	N/A

Prior City Reviews & Action

City Council:	None
PTC:	None
HRB:	None
ARB:	16PLN-00209 Major ARB for new commercial building on adjacent property and lease line adjustment

Project Description

The proposed 21,933 sf building would be comprised of 20,933 sf of gross floor area and 1,100 sf of amenity space. The applicant has indicated that the amenity space is intended for food service use or recreation area. The building height would reach 34 feet, six inches at the top of the parapet, and 40 feet at the top of the rooftop mechanical screen.

Requested Entitlements, Findings and Purview:

The following discretionary application is requested:

- Architectural Review – Major (AR): The process for evaluating this type of application is set forth in PAMC 18.77.070. AR applications are reviewed by the ARB and recommendations are forwarded to the Planning & Development Services Director for action within five business days of the Board's recommendation. Action by the Director is appealable to the City Council if filed within 14 days of the decision. AR projects are evaluated against specific findings. All findings must be made in the affirmative to approve the project. Failure to make any one finding requires project redesign or denial.

Analysis[1]

Consistency with Architectural Review Application Findings

The staff report for the next ARB hearing of this project will include findings for approval of the Architectural Review application.

Neighborhood Setting and Character

The subject site is surrounded by office/R&D buildings, including the Stanford School of Medicine, corporate offices, and lab spaces. The City of Palo Alto's Hanover substation is located directly northeast of the site. The placement and massing of the building is consistent with the Research Park context. The building follows a rectangular shaped plan, with the longest façade facing 3181 Porter Drive and 3350 Hanover Street.

Materials

[1] The information provided in this section is based on analysis prepared by the report author prior to the public hearing. The Architectural Review Board in its review of the administrative record and based on public testimony may reach a different conclusion from that presented in this report and may choose to make alternative findings. A change to the findings may result in a final action that is different from the staff recommended action in this report.

Exterior cladding materials would consist of painted metal panels, wood soffit paneling, standing seam metal roof, and an aluminum framed curtain wall. Horizontally applied louvers on the second story along the front facade, as well as horizontal soffit panels, would help reduce the vertical scale of the building. The mixture of materials presents a distinctive style that is appropriate for the setting and vicinity. However, the grey monochromatic color scheme needs refinement to better differentiate the first and second floor on each side. The front façade elevation displays greater visual presence of windows, horizontal louvers, and wood soffit, so has less need of further refinement.

Site Improvements

A transformer has been proposed in a landscape area near the accessible parking stalls along the rear of the building. Staff has communicated concern about the placement of the transformer. Staff recommended placing the transformer within an enclosure, or providing better screening using larger shrubs. The ARB's recommendation on whether this unit should be screened from view will be helpful.

Landscape

The proposed Porter Drive landscaping would include a large valley oak and several native plant species. Five nonprotected trees would be retained along the rear property line near the existing Ground Water Extraction and Treatment station; these trees are four Canary Island Pines, and one Red Ironbark. Existing trees located on the City's substation at 3350 Hanover Street are proposed to be removed under a separate application in order to provide for greater security. Due to this, Stanford is proposing to place landscaping pots along the shared lot line between these two sites to provide a visual landscape buffer. These pots will be moveable and as they are similarly located adjacent to underground utility lines which is typically not allowed. A condition of approval will require the landlord or tenant to work with the City Utility department to move the pots as needed for maintenance purposes and will require replacement of any damaged pots for the life of the building.

Nonprotected trees currently occupying the interstitial space between the former lease areas would be removed to accommodate the new building and site improvements. The plans currently show the removal of 10 nonprotected species and propose a replacement of 33 trees to ensure there is no net loss of tree canopy. In addition to the replacement trees, the majority of the proposed landscaping would be native species that are low water intensity. As noted on sheets L1.13 and L1.14, the proposed landscaping plan will result in more than 50% shade coverage over the parking lot within the next 15 years. Implementation of the plan will provide over 16,000 sf of new canopy coverage to the City.

The project includes a landscape buffer of five feet between the adjacent properties. In addition, a pedestrian walkway between 3181 and 3215 Porter Drive will be provided to connect both properties. This pedestrian path will be conditioned to remain for the life of the building and will be maintained by either Stanford or its lessees for the property once constructed.

Zoning Compliance[2]

Staff performed a detailed review of the proposed project's consistency with applicable zoning standards. This includes review of both properties on either side of the new lease line to ensure conformance with floor area ratio (FAR) and all other zoning code requirements. A summary table is provided in Attachment C. The proposed project complies with all applicable codes, in a manner that is consistent with the Zoning Ordinance.

Consistency with the Comprehensive Plan, Area Plans and Guidelines[3]

The Comprehensive Plan includes Goals, Policies, and Programs that guide the physical form of the City. The Comprehensive Plan provides the basis for the City's development regulations. Staff uses the Plan's policies to regulate building and development and make recommendations on projects. Further, ARB Finding #1 requires projects to be consistent and compatible with applicable elements of the Palo Alto Comprehensive Plan.

The Comprehensive Plan land use designation for the project site is Research/Office Park, which allows for commercial office, educational institutions, and childcare facility uses among many others. The proposed 21,933 sf building is intended for office and research and development uses. A detailed review of the project's consistency with the Comprehensive Plan will be provided at the next hearing. Based on an initial analysis, the project appears to be consistent with the policies in the Comprehensive Plan and therefore fulfills the goals of the Plan as well. The Comprehensive Plan policies, goals, and programs for office/R&D development in the Research Park are listed below:

- **Policy L-44**: Develop the Stanford Research Park as a compact employment center served by a variety of transportation modes.
- **Policy L-48**: Promote high quality, creative design and site planning that is compatible with surrounding development and public spaces.
- **Policy T-1**: Make land use decisions that encourage walking, bicycling, and public transit use.
- **Goal B-1**: A thriving business environment that is compatible with Palo Alto's residential character and natural environment.
- **Program L5.1.1**: Explore with Stanford University various development options for adding to the Stanford Research Park a diverse mix of uses, including residential, commercial hotel, conference center, commercial space for small businesses and start-ups, retail, transit hub and other community-supporting services that are compatible with the existing uses, to create a vibrant innovation-oriented community.

Multi-Modal Access & Parking

As described in the project description (Attachment B), the applicant proposes to participate in the Stanford Research Park Transportation Management Association program. The site plan

[2] The Palo Alto Zoning Code is available online: http://www.amlegal.com/codes/client/palo-alto_ca

[3] The Palo Alto Comprehensive Plan is available online: http://www.cityofpaloalto.org/gov/topics/projects/landuse/compplan.asp

includes a proposed pedestrian path (as part of a future two-way cycle track) along the north edge of the property. This path would facilitate movements to and from sites to the west. It would also form an eventual high-quality bicycle connection between Porter Drive and Page Mill Road. The Porter/Hanover/Hillview intersection will be modified to:

- accommodate the new pedestrian path,
- have crosswalks across all four legs of the intersection, and
- accommodate bus movements to and from the site, including providing larger curb radii and associated signal modifications.

As shown on Sheet A1.3, the site is within 150 feet of three bus stops:

- Hanover Street & Hillview Avenue,
- Porter Drive at Hillview Avenue, and
- 3215 Porter Drive.

Valley Transit Authority (VTA) and the Stanford Marguerite Shuttle provide local and express service within the immediate vicinity of the site, while Alameda-Contra Costa Transit District (AC Transit) provides East Bay connections with the Dumbarton Express line.

Class II bicycle lanes are present on either side of Porter Drive/Hanover Street in the vicinity of the site. The inclusion of a bike pathway along the Northeastern side of the property will improve bicycle safety and circulation. The project includes 18 long term bicycle parking spaces, located on the northern side of the building and in the parking garage. 34 short-term bicycle racks are also included on the southern side of the building in the visitor plaza. The number of short term and long-term spaces proposed on the site exceeds the code requirement, and the short-term spaces have been suitably placed. Staff informed the applicant that more long-term spaces are needed on the ground floor near the front of the building, to encourage non-frequent bike users. As designed, bicyclists would need to go to the back of the property, or to the below grade, long-term bike lockers. The ARB's recommendation on whether the location of bike lockers should be adjusted will be helpful.

The plans include the required 70 vehicle parking stalls, including 38 stalls located in the subterranean one-level parking garage, as well as the one required loading space. At-grade surface parking would be located at the rear of the property, behind the building and out of view from most of the site frontage. The surface parking lot would be improved with the planting of trees, which at maturity would provide over 50% shade cover.

Environmental Review

The subject project has been assessed in accordance with the authority and criteria contained in the California Environmental Quality Act (CEQA), the State CEQA Guidelines, and the environmental regulations of the City. Specifically, the project is subject to environmental review as it does not qualify for a categorical exemption. The project's floor area is over the 10,000 sf threshold for established under CEQA Guidelines section 15303. An Initial Study is being prepared by the City's consultant (David J. Powers). Staff anticipates that the project will

require the preparation of a Mitigated Negative Declaration. Upon completion of the environmental document, staff will provide notice of the availability of the document. Staff will also include the document with the ARB staff report for the second hearing.

On-Site Environmental Management

The site is located within the Hillview Porter Regional Groundwater Plume and is under two Department of Toxic Substances Control (DTSC) orders for oversight and remediation. Additionally, the former 3181 and 3221 Porter Drive lease areas are under a third DTSC order for the Teledyne groundwater plume associated with the adjacent 3165 Porter Drive site. Subsurface characterization on the site began in 1987, and groundwater remediation efforts have been ongoing at the site since 1993.

In accordance with the Mayfield Development Agreement MMRP, the applicant has provided environmental management plan documents. These include a soil and soil vapor sampling report that describes the subsurface conditions and associated considerations for the redevelopment of the site. Concentrations of Volatile Organic Compounds in soil vapor samples analyzed in 2016 exceeded residential and commercial screening levels. As a result, the applicant prepared a vapor intrusion evaluation and site management plan for review by DTSC.

Work to consolidate the two existing groundwater extraction and treatment systems has begun on the site in preparation for the redevelopment, as required by DTSC. Below grade, new vapor intrusion barriers are proposed to be installed. Above ground, the existing groundwater extraction and treatment system located in the northwest corner of the lease area will remain.

Public Notification, Outreach & Comments

The Palo Alto Municipal Code requires notice of this public hearing be published in a local paper and mailed to owners and occupants of property within 600 feet of the subject property at least ten days in advance. Notice of a public hearing for this project was published in the *Daily Post* on January 10, which is six days in advance of the meeting. Postcard mailing occurred on January 7, which is nine days in advance of the meeting.

Public Comments

As of the writing of this report, no project-related, public comments were received.

Alternative Actions

In addition to the recommended action, the Architectural Review Board may:

1. Continue the project to a date uncertain
2. Approve or deny the application

Report Author & Contact Information	**ARB[4] Liaison & Contact Information**
Garrett Sauls, Associate Planner	Jodie Gerhardt, AICP, Planning Manager

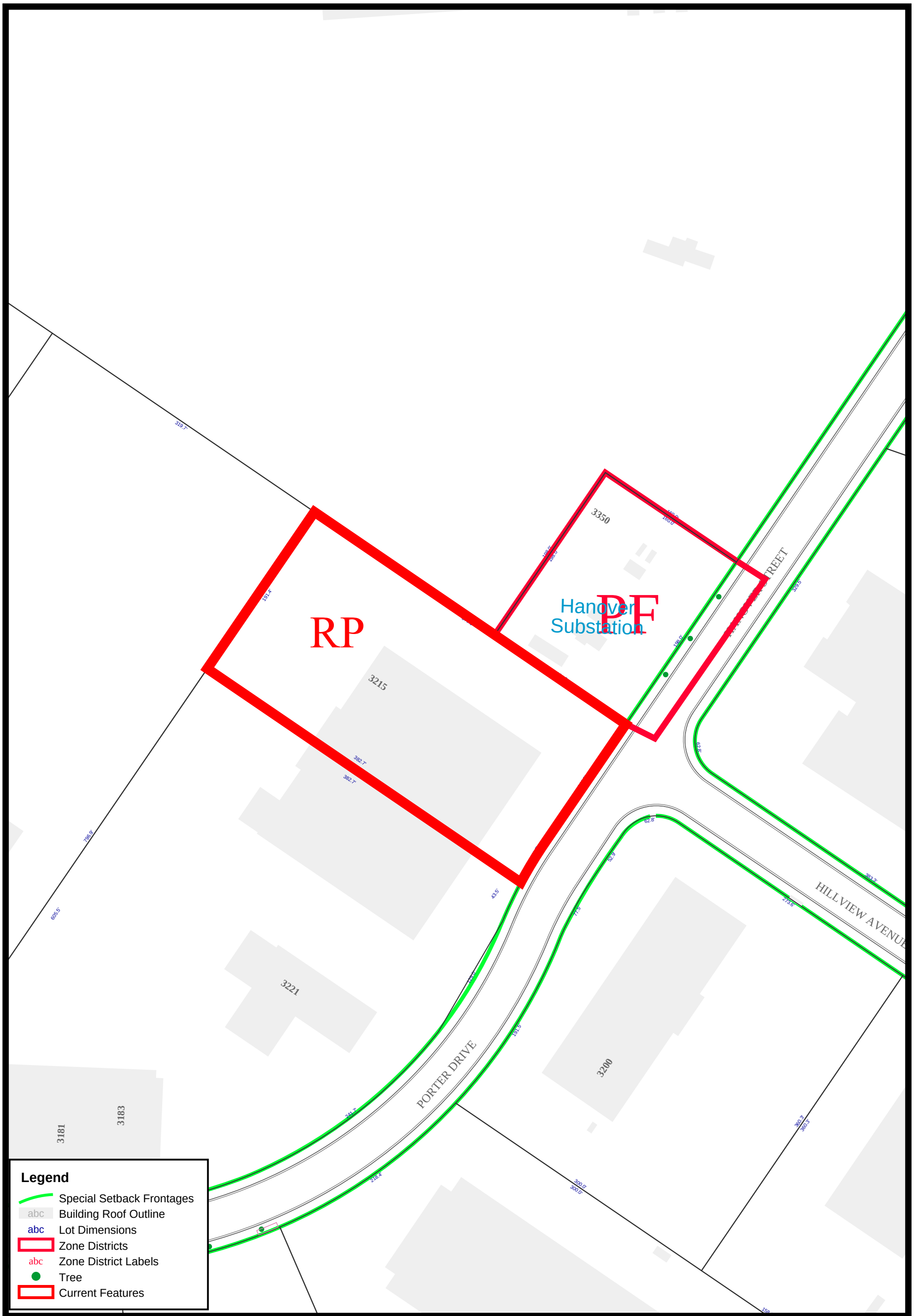
[4] Emails may be sent directly to the ARB using the following address: arb@cityofpaloalto.org

(650) 329-2471
garrett.sauls@cityofpaloalto.org

(650) 329-2575
jodie.gerhardt@cityofpaloalto.org

Attachments:

- Attachment A: Location Map (PDF)
- Attachment B: Applicant's Project Description (PDF)
- Attachment C: Zoning Comparison Table (DOCX)
- Attachment D: Project Plans (DOCX)



The City of Palo Alto

3215 Porter Drive

This map is a product of the City of Palo Alto GIS

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PROJECT DESCRIPTION
3215 Porter Drive, Stanford Research Park
Major Architectural Review Submittal **July 15, 2019**

The proposed development at 3215 Porter Drive ("***Site***") will entail the construction of a 21,933 gsf office building ("***Project***") on a vacant parcel at the intersection of Porter Drive, Hillview Avenue and Hanover Street in Stanford Research Park ("***SRP***"). The Project at 3215 Porter serves Stanford Research Park's mission by converting an underutilized site into the headquarters for the Stanford Research Park Transportation Management Association ("***SRP TMA***") and office space for small start-ups and office users.

STANFORD RESEARCH PARK MISSION

Stanford Research Park is committed to supporting innovative companies in their research and development pursuits by providing modern facilities in a naturally landscaped setting, offering customized transportation and amenity programs, and fostering a sense of community for people who invent solutions to real-world challenges.

OFFERING CUSTOMIZED TRANSPORTATION PROGRAMS

To effectively fulfill its mission, Stanford University formed the Stanford Research Park Transportation Management Association, a consortium of SRP employers working together to privately fund and offer transportation programs tailored to the needs of 140 companies, employing approx. 29,000 employees working within the SRP. Together, we are addressing the challenges of reducing commute times and traffic congestion through a myriad of commuter-focused transportation programs, which we call "***SRPGO***." For information about how SRP employees take advantage of SRPGO transportation programs, please refer to https://stanfordresearchpark.com/transportation.

We believe it is important to share some background information on how transportation demand management ("***TDM***") programming has evolved within the Stanford Research Park over the past few years. For more information about the SRP TMA and its achievements and progress to date, please refer to **Exhibit 1**.

Alleviating congestion through TDM is a challenge that necessitates reducing employees' reliance on single-occupancy vehicles ("***SOV***"). Behavioral change is especially difficult given the suburban location and 1950s auto-dominated land use pattern of Stanford Research Park. We are motivated to experiment with new programs and infrastructure investments in order to see our efforts produce results in reducing the SOV rate in SRP. Offering employees a convenient, cost-effective means to get to and from work in SRP requires a creative, nimble and adaptable strategy. Stanford has a unique opportunity to enhance its many TDM efforts with a creative programmatic approach at the 3215 Porter Drive Project.

PROJECT DESCRIPTION

SRP TMA HEADQUARTERS & SMALL OFFICE SPACES FOR START-UPS

The 3215 Porter Drive Project entails the construction of a 21,933 gsf office building on an unimproved lot that is located at the intersection of Hillview Avenue, Hanover Street and Porter Drive in Stanford Research Park. The intended program for the building is two-fold: a portion of the office building will serve as the headquarters for the Stanford Research Park Transportation Management Association, and a portion will offer office space for the small start-ups we desire – those focused on inventing solutions to real-world challenges – which otherwise struggle to find suitable space in SRP.

The SRP TMA headquarters would be located in the heart of the Research Park along key transit, shuttle and bike routes and within walking distance of 8,000 employees. The Project is a logical location for the TMA office, as the Site is currently served by 5 public transit routes that serve Union City, Fremont, San Jose, Cupertino and Milpitas, plus 2 SRPGO-operated routes that serve San Francisco, Colma, San Jose and Santa Clara. The Site is also well served by 3 last-mile shuttle routes that provide connections between Caltrain (or nearby Caltrain stations) and worksites throughout SRP.

With this unique Project, Stanford has the opportunity to design the building to serve as a physical focal point for services and programs that increase the convenience and appeal of transportation options in SRP. The building will house free bike maintenance and repair services, as well as do-it-yourself repair facilities, real-time transit information displays, and concierge service desk for personalized commute assistance.

While a small portion of the office building will be utilized for the day-to-day operations of the SRP TMA, of equal importance is the goal to improve the Site in a way that attracts desirable start-up tenants and realizes the full potential of the property. Maximum flexibility is highly desired for small-scale start-ups and incubator businesses. Both the TMA and the small-scale office tenants at the Project align well with the Palo Alto Comprehensive Plan (refer to **Exhibit 2**). If the TMA were ever to relocate from the building, its space would be occupied by small-scale office tenants.

PROJECT METRICS

The Project will entail the new construction of a stand-alone 21,933 gsf building on the Site, which comprises 1.671 acre (72,790 sf). The building will include 20,833 gsf (gross floor area) and 1,100 sf of traffic-mitigating amenity space that does not represent gross floor area. This new building reflects a floor area ratio of 0.29:1.0, which is 8,283 gsf less than the 29,116 gsf allowable (0.4:1.0) on the Site under the "RP" zoning. The new building will be configured as two stories above grade with a one-level parking garage below-grade, a necessity due to the small size of the parcel.

EXISTING CONDITIONS

The Site is located within the "RP" zone and is a relatively flat site at the intersection of Porter Drive, Hanover, and Hillview. The Site slopes very gradually up from Porter Drive toward the back of the site and adjacent property of 3181 Porter Drive. To the northeast side (Project north) of the Site is the City of Palo Alto Utilities Hanover Substation. At the west end of the Site, a ground water extraction treatment ("***GWET***") facility is on the property and will remain.

SITE PLAN

Careful placement of the new building on the Site provides for a rational transition in scale, massing and visual experience in the context of the adjacent buildings and structures along Porter Drive. This infill development is compatible with its office/R&D surroundings by virtue of its site plan, setbacks and scale. The building is set at the 50' setback of the Porter Drive side of the Site to engage pedestrians in a welcoming way on Porter Drive and at the intersection. A small landscape plaza with stormwater treatment areas is proposed as a buffer to the street and a gateway to pedestrian access. By situating the new building close to the entrance drive on the north side, the plan creates generous plaza and landscaping areas along the south and west sides of the building. On all sides other than the Porter Drive frontage, the above-grade portion of the building is set back well beyond the minimum setbacks for the RP district. The building's small footprint achieves maximum functionality from the small-scale site while buffering the building from the adjacent Hanover substation and the GWET, both features that challenge and compromise the Site.

SITE ACCESS, CIRCULATION AND PARKING

The key goals of Site access and circulation include maximizing safety and convenience for pedestrians and bicyclists, providing rational and safe access for vehicles, and creating clear wayfinding to the main lobby and secondary entrances.

The Site's vehicular entrance aligns with Hillview Avenue across the intersection. The Site access was designed in order to provide safe and efficient vehicle circulation that minimizes potential conflicts between buses, shuttles, personal vehicles, bicyclists and pedestrians. With this same goal in mind, the Project will include intersection improvements to maintain smooth operation of the Hanover and Hillview intersection. The intersection will be improved to provide crosswalks on all legs, and an on-site pedestrian path will be provided on the north side of the site connecting to the intersection. A pedestrian path is also provided along the north edge of the site. This path runs west from the Porter/Hillview/Hanover intersection, then turns south adjacent to the GWET facility to connect with the walkway on the 3181 Porter site.

Visitor parking and garage access is situated toward the rear of the site and allows for periodic operational access required for the GWET. Vehicle parking is provided on the Site at the code-required ratio of 1:300, totaling 70 spaces for the new building, plus 4 spaces in landscape reserve. Of the 70 spaces, 38 will be located in the below-grade garage. The remaining 32 spaces will be provided in surface parking. A total of 8 electric vehicle charging spaces are provided, including 4 EV charging spaces in the underground parking garage and 4 in the visitor parking area at grade. Generously scaled plaza areas, extensive pedestrian walking paths, and natural and planned landscape areas are made possible by placing a significant portion of the parking in a below-grade garage.

A total of 50 bicycle parking spaces are provided, including short-term surface parking for 40 bicycles and 10 long-term bike parking spaces in garage lockers.

TDM & INTERSECTION OPERATIONS

All tenants of the Project will be required to participate in Stanford's TMA, which provides TDM programs for the entire SRP. In addition, as noted above, the Site is particularly well served by transit. Therefore, even if the TMA headquarters and services were not to be located on the Site, the Project would be able to meet the Comprehensive Plan goal of a 30% reduction in peak hour vehicle trips compared to ITE rates. Accordingly, although the Project is not required to submit a TDM plan to the City under PAMC § 18.52.030(i), Stanford is willing to commit to this 30% reduction and to monitor and report to the City regarding its results. Because ITE rates would indicate 48 AM peak hour and 27 PM peak hour trips, the Project would commit to achieving no more than 70% of that – 34 AM peak and 19 PM peak vehicle trips. Stanford is committed to reducing SOV trips in SRP and to making it easier and more convenient not to drive.

An Intersection Operations Evaluation is being submitted with the Project application to address the Porter Drive/Hanover Street - Hillview Avenue intersection. Because this evaluation is intended to ensure that the intersection will continue to operate at an acceptable level of service with the Project, it uses highly conservative assumptions: ITE vehicle trip generation rates along with generous assumed bicycle and pedestrian activity at the intersection, which tends to slow vehicle traffic. The evaluation shows that the intersection would continue to operate at an acceptable level even without the TDM-based vehicle trip reduction effects described above.

BUILDING DESIGN

The key goals of the Project are to utilize scale and design elements that offer the Stanford Research Park community a welcoming building that is sophisticated and modern in its materials and details, as well as appropriate to the mission of Stanford Research Park. A contemporary gabled standing seam roof form gives the building a distinctive, open identity, which is the primary goal given this building will function as the TMA headquarters and office space for small start-ups. The profile also provides an appropriate scale, responding to the heights and position of nearby buildings along Porter Drive. The building further provides floor plates that allow for flexible office uses and configurations over time. The building reflects a high quality design due to its array of textures, colors and diverse material palette, including metal panels and wood soffits.

Ample glazing invites participation and connection of the building's users to the outdoors. The building optimizes daylight to the interior while minimizing the direct sunlight into the space. Southern, eastern and western window openings are protected with deep roof overhangs and horizontal sunshading elements.

The design integrates high quality materials and rich textures that are compatible with the surrounding area. The building is primarily clad in metal panel rain screen cladding, high performance glazing systems, and horizontal sunshades and canopies. The glazing system serves to optimize natural lighting while maintaining an average 40% glazing ratio overall. The mechanical equipment and screens have been positioned to reduce their visual impact and preserve the south-facing portion of the roof for photovoltaic panels.

SUSTAINABILITY STRATEGY

The Project design incorporates sustainability in areas related to energy efficiency, water conservation, building materials, landscaping, and site planning. The Project further reflects a design for a 50+ year lifespan with a timeless architectural expression and flexible floor plan that allows for multiple tenants and use configurations.

The Project meets or exceeds Palo Alto Tier 2 and CalGreen standards. The building skin has been designed to exceed current energy codes by allowing for smart daylighting and passive solar shading to reduce solar heat gain. EV charging stations are provided. The Project extends sustainability beyond the building, incorporating several strategies to reduce motor vehicle traffic, including secure bicycle parking, showers and changing facilities, EV and carpool spaces, and convenient adjacency to public transportation and long-distance shuttle drop off.

Additional sustainable features include:

- Fenestration is protected against direct sun with deep roof overhangs, exterior shade canopies, and horizontal sunshades on the aluminum curtain wall system at the south and east faces of building.
- High performance, low-emissivity glazing is specified throughout. Thermally broken curtainwall and window systems are specified to reduce thermal bridging.
- High performance envelope design includes rigid "outsulation," cool roof, and roof insulation beyond code minimum (R-36, typ).
- High efficiency LED lighting is used throughout architectural and site lighting.
- Low-flow plumbing and shower fixtures are used throughout.
- Over half of the required parking is located in below-grade garage allowing for increased landscape areas and stormwater treatment areas.
- Around the building are several attractive bio-retention basins. These basins create a highly visible presence while performing the vital function of capturing, retaining and treating stormwater that falls onto impervious surfaces on the property.
- Drought tolerant and native species planting is specified to reduce irrigation water usage on site while providing shading and usable outdoor spaces.
- Fenestration is designed to optimize views and daylight for the comfort of the building occupants.
- Rooftop PV is provided for the southfacing slope of the roof providing for a large percentage of the building's anticipated energy use.
- Tenant(s) will participate in the Stanford Research Park Transportation Management Association and participate in its plethora of TDM programs.

LANDSCAPE DESIGN

The key goals of the landscape design are to create a welcoming pedestrian experience and integrate the modern building into its context through a native, drought resistant plant palette. The pedestrian-oriented outdoor spaces enhance walking links within Stanford Research Park and encourage wellness and enjoyment for the occupants. Planting design for the Site provides a natural transition from the welcoming Porter Drive frontage into the Site, where larger scale planting is used to frame plaza spaces and create shade.

The pedestrian entrance to the Site from Porter Drive is highlighted by a wide stairway that leads to an entry plaza area with built-in seatwalls and convenient bike parking. This stairway includes a bike channel so bicyclists can roll (not ride) their bikes up and down the stairs instead of taking the much longer ramp.

The plaza wraps around the south and west sides of the building and provides opportunities for indoor-outdoor extension of the building programming and activities. Seating and gathering spaces at a variety of scales allow for flexible use of this outdoor space, with the ability to accommodate individuals or small groups on typical days, or occasional larger programmed activities. Shaded outdoor areas offer semi-private group collaboration spaces, and built-in terraced seatwalls integrate the plaza into the topography. Flow-through stormwater treatment planters frame the entrance plaza, showcasing the Site's commitment to sustainability.

The landscape palette offers a combination of drought tolerant native and adapted shrubs, trees, and groundcovers, which will provide seasonal color and textural composition. New plantings will be properly maintained and are drought-resistant to reduce water consumption. Sustainable features are incorporated throughout the Site plan, giving the Project ample opportunity to prioritize water conservation in the landscape material and irrigation systems specifications.

EXHIBIT 1

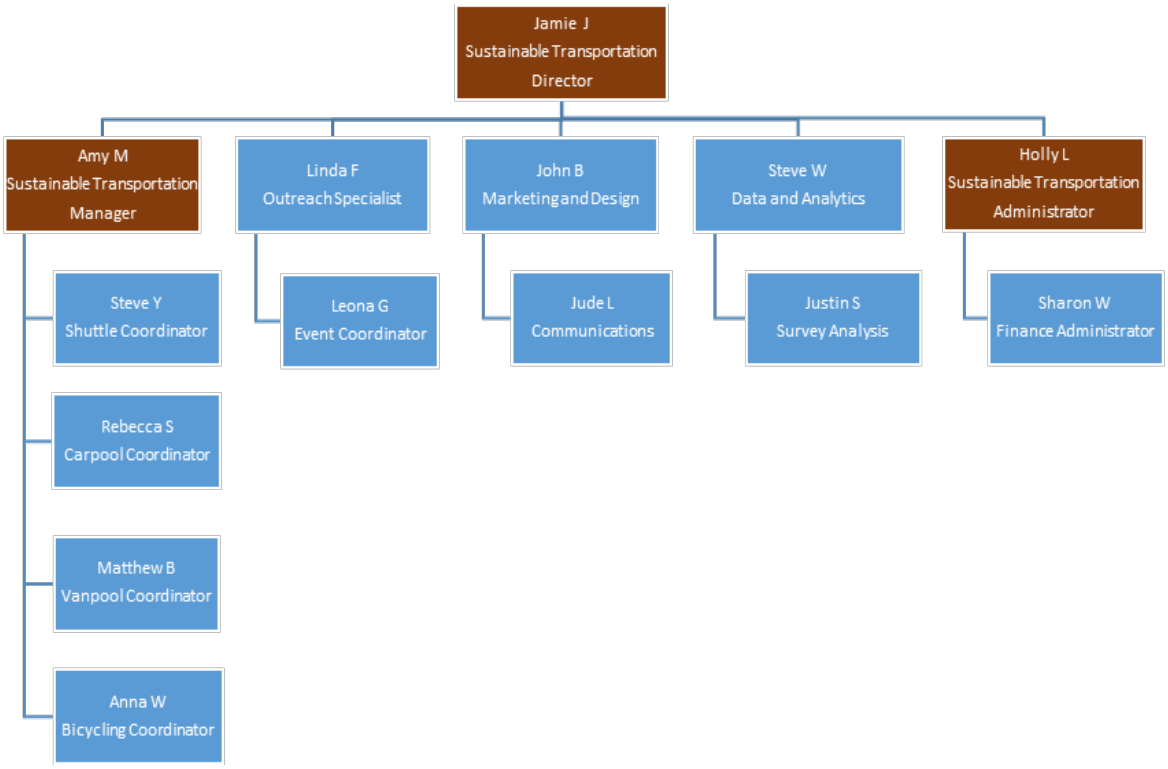
STANFORD RESEARCH PARK TRANSPORTATION MANAGEMENT ASSOCIATION

Stanford University and Stanford Research Park employers are working together to offer valuable services that make employee trips to Stanford Research Park easier, more convenient, more cost effective and better for the environment. The transportation programs offered through the SRP TMA complement the in-house programs offered by larger employers, while engaging and providing the smaller employers with transportation programs and resources they would otherwise not be able to offer. Thus, both large and small employers benefit from the scale and partnerships afforded to them by working with the SRP TMA on transportation programs for their employees. Together, we implement programs, monitor the results and improve and adapt as needed in order to make continued progress. We value and need the flexibility to innovate and adapt.

The SRP TMA offers customized solutions focused on our unique population and geography. The core principles that steer the SRP TMA's efforts are encouraging ridership of local and regional public transit options, while supplementing with private solutions where public transit routes do not exist. We offer subsidized private vanpool and carpool programs and long-distance commute shuttles. We desire to improving bicycle and pedestrian access throughout the SRP and embrace other land use strategies to support the use of commute alternatives. Through maintaining the flexibility to experiment and evolve programs as needed, and the ability to customize programs for our unique population and circumstances, the SRP TMA has reduced the SOV rate 10 percentage points since 2016.

The SRP TMA has hired the necessary resources and expanded our staff to achieve consistent progress (see the SRP TMA organizational chart below). As a result, Stanford University has grown the SRP TMA management team from a single part-time employee to 3 full time staff (in red) comprised of team members who oversee:

- Shuttle bus operations
- Customer service
- Customer acquisition, marketing and outreach
- Bicycle programs and other events
- Procurement, finance and program administration



SRP TDM PROGRAM EVOLUTION AND PROGRESS

PROGRAMS AND PARTNERSHIPS (2016)

In 2016, the SRP TMA Director, Jamie Jarvis, organized the SRP TMA, then consisting of the 12 largest employers, and together, the TMA piloted the following programs:

- Purchased discounted VTA Smart Passes that provide free fare on all VTA and Dumbarton Express buses
- Free Caltrain shuttle service
- Enhanced Guaranteed Ride Programs
- Creation of the Bicycle Champions Advisory Group to advise on where and how to enhance bicycle routes and safety

OUTREACH AND MARKETING (2017)

Our 2017 efforts focused on increasing participation in existing SRPGO programs, as well as expanding the membership of the TMA, which increased to 18 of the largest employers, plus 43 of the smallest employers in SRP. That year, new programs focused on direct customer service, marketing and outreach to commuters, necessitating a direct outreach coordinator to provide concierge services. The TMA enhanced its program offerings with:

- San Francisco commuter bus
- Scoop carpool planning service and subsidies
- Free virtual concierge and custom transportation planning service for all SRP employees
- A series of bicycle advocacy events and services
- Free Smart Passes to employers with fewer than 100 employees
- Zipcar carshare vehicles, free registration and $25 use credit
- Vanpool formation assistance and a $300 rider subsidy
- New Caltrain last mile connections
- Enhanced frequency of bicycling programs, including on-site bicycling clinics and free tune-ups. Monthly commuter prize drawings and Spare the Air Day rewards.

ADDING OPTIONS AND CUSTOMER ACQUISITION (2018)

The SRP TMA continued to add staff, and another 7 new SRP companies and tenants voluntarily joined the SRP TMA, increasing membership to over 65 employers, representing 80% of the SRP by square footage occupied. Stanford Research Park was awarded one of the "Best Workplaces for Commuters 2018" by the National Center for Transit Research and a platinum level "Bicycle Friendly Business" by the League of American Cyclists. New transportation services launched in 2018 included:

- Adding a South Bay commuter bus, providing two daily trips between San Jose and the SRP. The route, stops and schedule were carefully planned to provide service to a densely populated area of the South Bay (Santana Row) not served by VTA bus service.
- Adding three new vanpools that serve Dublin, San Ramon and West San Jose, plus two vanpools that provide connecting service to the ACE train station at Great America.
- Adding last-mile shuttles between the California Avenue Caltrain station and various stops throughout SRP during commute hours. Now, over half (52%) of Caltrain riders travelling to or from SRP during commute hours utilize the California Avenue station despite the fact that this station offers significantly less train service than the University Avenue Caltrain station.
- Adding midday shuttle service between SRP and California Avenue, which provides additional lunch options for employees in SRP and reduces peak period parking demand near California Avenue businesses.

INVESTING IN INFRASTRUCTURE (2019)

Establishing effective transportation programs requires flexibility, experimentation, and a constant focus on improving SRP commuter offerings. Mayor Filseth, who attended an SRP TMA meeting in February 2019, referred to the SRP as "Palo Alto's incubator" for experimenting with new, innovative transportation solutions across a variety of commute modes. This year, we are focused on continuing our progress with reducing SOV, improving our marketing and customer acquisition efforts, and investing in infrastructure improvements as opportunities arise. We are have proposed to the City a new modern, sustainable bus shelter in SRP, completing pedestrian sidewalks gaps, improving bicyclist access, and of course, this Project.

SRP TMA PROGRESS TO DATE

- Reduced solo driving by 10 percentage points in 3 years
- Increased transit ridership from 6% to 12% in 3 years

Mode	SRP 2019	SRP 2018	SRP 2017	SRP 2016	County
Drive Alone	63 %	66 %	68 %	73 %	77 %
Carpool/Vanpool	14 %	11 %	10 %	8 %	10 %
Transit	12 %	11 %	9 %	6 %	4 %
Bicycle	3 %	4 %	3 %	3 %	2 %
Walk	<1 %	< 1 %	< 1 %	< 1 %	2 %
Telecommute	8 %	8 %	9 %	7 %	4 %
Other	<1 %	< 1 %	1 %	3 %	1 %

EXHIBIT 2

PROJECT ALIGNMENT WITH PALO ALTO COMPREHENSIVE PLAN
By providing a headquarters location for the SRP TMA, and small-scale office space, the building will align well with several goals outlined in the Comprehensive Plan (Transportation Element and Business & Economics Element):

Policy T-1.1: Take a comprehensive approach to reducing single-occupant vehicle trips by involving those who live, work and shop in Palo Alto in developing strategies that make it easier and more convenient not to drive.

Program T1.2.1: Create a long-term education program to change the travel habits of residents, visitors, shoppers and workers by informing them about transportation alternatives, incentives and impacts.

Program T1.11.2: In collaboration with Caltrain and Stanford Research Park, pursue expansion of service to the California Avenue Caltrain Station and creation of an enhanced transit center at the Station, including connections to VTA bus service, the Palo Alto Free Shuttle, the Marguerite and other private shuttles serving the Research Park.

Program T1.12.2: Work with VTA to expand VTA express bus service routes to service the Stanford Research Park, California Avenue, Stanford University and Downtown.

Policy T-1.13: Encourage services that complement and enhance the transportation options available to help Palo Alto residents and employees make first/last mile connections and travel within the city for daily needs without using a single-occupancy vehicle, including shuttle, taxi and ridesharing services.

Policy T-1.15: Encourage employers to develop shared shuttle services to connect employment areas with the multi-modal transit stations and City amenities, and to offer employees education and information on shuttles.

Policy T-2.2: As part of the effort to reduce traffic congestion, engage employers to operate and expand TMAs to address transportation and parking issues as appropriate in the employment districts.

Policy B-4.3: Promote the growth of small businesses and start-ups.

Policy B-4.4: Recognize that Stanford Research Park contains a concentration of some of the City's largest employers, and seek to maintain a mix of office and research and development uses.

Policy B-7.5: Encourage incubator businesses in Stanford Research Park.

Environmental Assessment Worksheet (EAW)

Item 42

Letter from Dr. Alan Launer, Assoc. Director of Conservation Planning

20 February 2019

Ms. Lisa Lu
Stanford University
3160 Porter Drive, Suite
200 Palo Alto, CA 94304

Subject: Biological Assessment of 3215 Porter Drive, Palo Alto, California.

Dear Ms. Lu;

The parcel 3215 Porter Drive (Palo Alto) was surveyed by a Stanford biologist on 15 February 2019. This site was previously surveyed as part of an earlier biological evaluation on 31 May 2016. The 2016 survey concluded that the site was a highly disturbed and managed landscape, and that it did not support a meaningful level of native biodiversity. The same conclusion, that the site does not support a meaningful level of native biodiversity, was also reached after the recent 2019 survey.

Since 2016, the site has been further modified and is dominated by a large planting of ornamental lavender (*Lavandula* species or hybrid cultivar). There is a row of ornamental shrubs and trees along the northeast side of the parcel, and a few landscape trees in the interior. None of these ornamental shrubs or trees are native to the area.

As was similarly concluded during the previous biological evaluation of the site, the site supports little native biodiversity. No federal or state-protected species were observed on site and considering the condition of the parcel, none are expected to be even temporarily present on site. A number of native birds were observed foraging in the ornamental vegetation or simply flying over the site, but no nesting bird activity was observed at the site during the visit (which was likely too early in the season for birds to have started nesting). Note, however, if construction is scheduled during the late winter to early summer local bird nesting season, then preconstruction surveys for nesting birds will need to be conducted in order to be in compliance

with the federal Migratory Bird Treaty Act and California Department of Fish and Wildlife Code. No evidence of bat roosts was observed during the site visit. Given the recent plantings of many lavenders, it is expected that insects will visit the site during periods of appropriately good weather. Likewise, hummingbirds will likely be attracted to the lavender flowers.

It is expected that the site is at least occasionally and temporarily occupied by some of the more common native species, those which that are tolerant of human activities, including Sierran treefrog, western toad, arboreal salamander, slender salamander, western fence lizard southern alligator lizard, pocket gopher, striped skunk, raccoon, and opossum. Coyotes, ground squirrels, and moles could conceivably visit the site on occasion, but given the level of active management, including pest control, these species are not resident at the site. Common non-native species, including eastern grey squirrel, house mouse, Norway rat, and black rat, are expected to be at the site. Native vegetation is almost entirely lacking from the site and the majority of trees and shrubs at the site are non-native ornamental species, planted as part of landscaping efforts.

Additionally, this site is included in the Stanford Habitat Conservation Plan (HCP). This plan is associated with Stanford's federal Endangered Species Act incidental take permit (ITP). In 2016, the HCP and ITP were accepted by the California Department of Fish and Wildlife to satisfy the requirements of the California Endangered Species Act. In the federal and state-approved HCP, 3215 Porter Drive is designated as Zone 4 land – land that is considered to be of little or no value to the protected species which are the focus of the HCP.

In summary, the site— 3215 Porter Drive —does not currently support a meaningful level of native biodiversity. If construction or modification of infrastructure is started in late winter to early summer, surveys for nesting birds and roosting bats will need to be conducted.

Alan Launer, Ph.D.
Associate Director, Conservation Planning
LBRE
Stanford University

ATTACHMENT C
ZONING COMPARISON TABLE
3215 Porter Drive, 19PLN-00237

Table 1: COMPARISON WITH CHAPTER 18.20 (RP DISTRICT)			
Regulation	**Required**	**Existing**	**Proposed**
Minimum Site Area, width and depth	1 acre, 100 feet, and 150 feet	1.67 acres	1.67 acres
Minimum Front Yard	20 feet	0	50 feet
Rear Yard	20 feet	0	20
Interior Side Yard	20 feet	0	20
Street Side Yard	20 feet	N/A	N/A
Min. yard for site lines abutting or opposite residential districts	20 feet	N/A	N/A
Special Setback – see Chapter 20.08 & zoning maps	50 feet along Porter Drive	0	50
Max. Site Coverage	30% (21,837sf)	0% (Vacant)	16.9% (12,315 sf)
Max. Total Floor Area Ratio	40% (29,116sf)	0% (Vacant)	28.6% (20,833sf + 1,100 sf amenity space not included in FAR)
Max. Building Height	35 ft or 25 ft when located within 40 ft of residentially zoned property (4,5)	None	34.6 ft (40 ft measured to rooftop mechanical enclosure per PAMC 18.20.040(e)(2))
Daylight Plane	N/A	N/A	N/A
Employee Showers	2 required for new square footage between 20,000-49,999	0	2

(4) See subsection 18.20.040(e) below for exceptions to height and floor area limitations in the ROLM and RP zoning districts.
(5) Residential zones include R-1, R-2, RE, RMD, RM-15, RM-30, RM-40 and residential Planned Community (PC) zones.

Table 2: CONFORMANCE WITH CHAPTER 18.52 (Off-Street Parking and Loading) for Professional/General Office Uses*			
Type	**Required**	**Existing**	**Proposed**
Vehicle Parking	1/300 sf of gross floor area for a total of 70 parking spaces	0	70 spaces,
Bicycle Parking	1/3,000 sf (80% long term and 20% short term) equals 7 spaces	0	52 (18 long term, 34 short term)
Loading Space	1 loading spaces for 10,000 – 99,999 sf	0	1

* On-site employee amenity space is exempted from the parking requirements

Attachment D

Project Plans

Hardcopies of project plans are provided to Board members. These plans are available to the public online and/or by visiting the Planning and Community Environmental Department on the 5th floor of City Hall at 250 Hamilton Avenue.

Directions to review Project plans online:

1. Go to: bit.ly/PApendingprojects
2. Scroll down to find "3215 Porter Drive" and click the address link
3. On this project specific webpage you will find a link to the project plans and other important information

Direct Link to Project Webpage:

https://www.cityofpaloalto.org/news/displaynews.asp?NewsID=4766&TargetID=319