CITY OF PALO ALTO

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Architectural Review Board

Staff Report

Agenda Date:	**February 7, 2013**	
To:	**Architectural Review Board**	
From:	**Margaret Netto, Contract Planner** **Elena Lee, Senior Planner**	**Department: Planning and Community Environment**
Subject:	**780 Welch Road [12PLN-00429]:** Request by WRNS Studio on behalf of Stanford University Lands and Buildings for Architectural Review of the replacement of a 3-story, 24,678 sq. ft. building with a new three story 31,353 sq. ft. building, including one level of below grade parking and associated site improvements. The project also includes a landscape reserve in lieu of 24 parking spaces for both 780 and 800 Welch Rd. Zone District MOR. Environmental Assessment: An initial study and Negative Declaration has been prepared.	

RECOMMENDATION

Staff recommends the Architectural Review Board (ARB) recommend approval of the proposed project based upon the findings contained in Attachment A and conditions of approval contained in Attachment B.

SITE INFORMATION

The 1.53 acre (236 feet wide by 277 feet deep) project site is located between Welch Road and Sand Hill Road, to the north of Stanford University Medical Center (SUMC) along the western edge of the City of Palo Alto. The project site is located in the Medical Office and Medical Research (MOR) zoning district. The site is currently occupied by two buildings, the recently constructed 30,690 sq. ft. 800 Welch Rd. building and an existing two story 24,678 sq. ft. medical office building proposed to be replaced. The L shaped building, constructed in 1958, consists primarily of brick with glass and steel accents. The Cultural Resource Assessment of the building states that the property is not historic, which has been confirmed by the City's Historic Preservation Planner. The site has a Comprehensive Plan land use designation of Research/Office Park and a zoning designation of Medical Office and Medical Research (MOR) district. The Research/Office Park land use designation allows office, research and manufacturing establishments. The MOR zoning district allows for medical office, medical research and some medical support service uses. The project is consistent with both the Comprehensive Plan land use and zoning designations. Surrounding land uses include medical office/office, with residential

townhomes located across Sand Hill Road. Vehicular access to the project site is from Welch Road.

The site is located adjacent to the Stanford Medical Center expansion. The expansion project includes the extension of Durand Way from the north side of Sand Hill Road through to Welch Road. The extension would occur along the west side of the 800 Welch Road building. The western perimeter is currently an interior side lot line, adjacent to the 800 Welch Road building. The construction of the road extension would convert it to a street lot line. The road is part of the first phase of construction of the larger medical center project. Because the road extension would happen in the near future, the applicant is required to provide plans to accommodate a project with a road and without.

PROJECT DESCRIPTION

The project is the replacement of an existing three-story 24,678 square foot medical office building with a new three-story 31,353 sq. ft. medical office building, for a net floor area increase of 6,675 square feet. The project includes one level of below grade parking for 44 stalls, reconfiguration of the surface parking lot, and associated site improvements. The new building is located on the same property as a newly constructed 30,690 sq. ft. building (800 Welch Road). The project design is intended to be complementary with the 800 Welch Road building. The project was designed to combine the parking for both 780 and 800 Welch Road buildings. The project includes a request for deferral of a percentage of parking, via placement of 49 parking spaces in "landscape reserve" pursuant to Palo Alto Municipal Code Chapter 18.52.050 (b). In addition, the applicant requests a 20 percent (48 spaces) reduction in the parking requirement. The parking proposal is further described in the Discussion section of this report.

The proposed building materials are concrete, curtain wall windows, terra cotta panels, limestone, and metal panels. Exterior sliding glass doors and skylights are proposed to bring in more light. The main entry from Welch Road would be reached by a walkway through the courtyard, which would be defined by a stone clad wall. A lawn area would be shared between the two buildings. A twelve-foot tall (approx.) metal mechanical screen would be provided on the roof to enclose roof-mounted equipment. Landscaping would be provided along the perimeter of the site with larger lawn areas in front of the building facing 800 Welch Road and along Welch Road. A color and material sample will be provided at the hearing.

DISCUSSION

Zoning Compliance

The placement of the building would meet the required minimum setbacks. The MOR district requires setbacks of 50 feet for the street frontages and ten for the interior side yard. There is also a special setback of 24 feet along Sand Hill Road. The proposed building setback from Sand Hill Road is greater than 24 feet. The building would meet setback requirements for the west side, whether it remains an interior side property line or becomes a street side property line once Durand Way is extended with the SUMC project, because it would be set back more than 20 feet from the new street. The height of the building would not exceed 50 feet, which is the maximum allowable height. The building would have a height of 41'6" measured to the top of the roof. The top of the rooftop equipment screen would be 53'6" above grade, which is allowed. The zoning

code allows roof top mechanical enclosures to extend fifteen feet beyond the maximum height limit.

Parking and TDM Program

Per the Palo Alto Municipal Code (PAMC), 31,353 sq. ft. of medical office use would require a minimum of one space per 250 sq. ft. or 125 total spaces in the MOR zoning district. The applicant is requesting a reduction in parking requirements by Director's adjustment (per PAMC section 18.52.50) due to proposed transportation and parking alternatives. The project provides the minimum number of spaces required by the Zoning Code, with approval of the reduction as requested.

The applicant is also proposing to defer the complete build-out of the parking lot by placing some of the required parking spaces in "landscape reserve" consistent with the provisions of the Palo Alto Municipal Code Chapter 18.52.050 (b). For the 800 Welch Road project, 50 of the 99 required parking spaces were built and a landscape reserve was designated in lieu of the remaining 49 spaces.

Without the requested parking reduction, the project would be required to include a total of 246 stalls for both buildings (800 and 780 Welch Road). The applicant is requesting a parking reduction of 20% (49 spaces), which can be granted by the Director given the proposed Transportation Demand Management Program. With 198 spaces required after the Director's reduction approval, the applicant proposes to initially construct only 149 of these required spaces, and continue to defer construction of the remaining 49 spaces by keeping them in landscape reserve area. The landscape reserve area would be converted into parking spaces if and when it is determined that the 49 spaces would be required operationally. Any conversion would be subject to a separate Architectural Review permit process to ensure compliance with the Municipal Code.

The applicant's Transportation Demand Management Plan (TDM) was reviewed and found acceptable by the Transportation Division staff. The site's TDM program would be managed in conjunction with the existing Stanford TDM program and would benefit from the infrastructure that is already in operation. The TDM program would require the provision of free VTA and Caltrain transit passes to all employees.

Landscape Reserve

The applicant had received approval of the landscape reserve for 49 spaces, allowed by PAMC Chapter 18.52.050 (b), with the 800 Welch approval. The provision authorizes the Director, upon recommendation of the Architectural Review Board, to approve the deferral of up to fifty percent of the required parking stalls. The deferral may be granted when the expected need for parking is uncertain due to the unusual operating characteristics of the use. The applicant is requesting a landscape reserve because of the unique shared activity of the proposed building. The subject building is part of a network of buildings. Over 40% of the site's employees would also work at other nearby buildings. Because employees and patients would travel between buildings, this would reduce overall parking demand at the subject site. The additional landscaping would also provide additional space to enhance the pedestrian experience and to provide therapeutic play space for patients. In conjunction with the TDM program, Stanford University would monitor the

parking on the site. The applicant proposes to re-evaluate, in consultation with the City, the need to build the remaining parking spaces if the demand indicates greater than 90% utilization of available designated parking for more than three days during a five-day survey period.

The applicant's intent is to develop the project, initially without the Durand Way extension with one driveway on the southeast portion of the site from Welch Road. The landscape reserve would be provided along the south and west portions of the site. Plan Sheets ARB L-101A and L-101B illustrate the project with the landscape reserve area. This configuration shows construction of the parking lot along the north and east sides of the lot only and landscaping on the south and east. Plan Sheet ARB-C12C is the build out configuration showing the surface parking lot encircling the proposed building, replacement of the landscaping at the south and east and installation of a second driveway from Welch Road.

The location of the bicycle parking would also be adjusted at such time as the landscape reserve is replaced with parking spaces. Bicycle parking would initially be provided near the Welch Road frontage and at the northwest corner of the site. If the landscape reserve is converted to parking, the bicycle racks would be moved to the north and west elevations of the building. A draft condition of approval is included (in Attachment B) to require the submittal of a minor Architectural Review application at such time the landscape reserve is converted to parking spaces to ensure consistency with development standards. A draft condition of approval provided in Attachment B requires the submittal of a staff level Architectural Review application to modify the site plan, once the Durand Way extension is constructed. As stated above, the project site plan includes versions both with and without the Durand Way extension and with and without the landscape reserve. The plans show that it is possible to construct any of those four versions while maintaining compliance with the City's development standards.

Trees and Landscaping

An Arborist Report, prepared by Michael L. Bench and dated October 16, 2012, was provided to staff for the environmental review. The tree survey showed that there are 63 trees, which includes 29 Coast Live Oak trees, located mostly on the north side border. All of the Coast Live Oak trees are proposed to be retained. Sixteen trees are proposed to be removed. The project also includes the transplanting of a Victorian Box and two Chilean Mayten Trees. A tree protection plan has been prepared to provide for the survival of the trees during the construction process. The project contains conditions of approval that would protect the street trees, the oak trees, and other significant trees during demolition, grading and construction. The applicant had worked closely with the Public Work's Arborist on the 800 Welch Road project and will continue to coordinate with the Arborist for the subject project, to ensure a landscape plan that meets City requirements and provides a planting palette that is appropriate for the site. A condition of approval is included requiring a final landscape plan subject to the approval of the Public Works Arborist and Planning Director.

Green Building Ordinance Compliance

The applicant has provided a Calgreen Tier 2 checklist showing detail of green building items (Attachment H) proposed. A condition of approval requires compliance with the City's Green Building Ordinance. The applicant has also provided a TDM program providing a greater level of sustainability.

Public Comment

Staff has received one comment on the project. A nearby resident was concerned about construction noise. The resident was advised that the construction on this site is subject to the restrictions on constructions, including construction hours. No other comments have been received as of the publication of this staff report. Neighboring property owners within 600 foot radius will have received notice cards regarding the ARB public hearing.

ENVIRONMENTAL REVIEW

A draft Initial Study and Negative Declaration (Attachment G), which reviewed the environmental issues related to the development as required by the California Environmental Quality Act (CEQA), was circulated for a 20-day public review period starting January 18, 2013. The initial study showed that the project would not result in any significant environmental impacts, including traffic. The Planning Director must adopt the Draft Initial Study and Negative Declaration prior to making a decision on the parking adjustment and Architectural Review application.

ATTACHMENTS

Attachment A:	Draft ARB Findings
Attachment B:	Draft Conditions of Approval
Attachment C:	Applicant's Project Description Letter
Attachment D:	Location Map
Attachment E:	Comprehensive Plan and Zoning Designation Compliance Tables
Attachment F:	Applicant's TDM program
Attachment G:	Initial Study and Draft Negative Declaration
Attachment H:	Development Plans (Board Members Only)

Prepared by: Margaret Netto, Contract Planner
Elena Lee, Senior Planner

Reviewed by: Amy French, AICP, Chief Planning Official

ATTACHMENT A
FINDINGS FOR APPROVAL
ARCHITECTURAL REVIEW BOARD STANDARDS FOR REVIEW
780 Welch Rd. / File No. 12PLN-00429

The design and architecture of the proposed improvements, as conditioned, complies with the Findings for Architectural Review as required in Chapter 18.76 of the PAMC.

(1) The project is consistent and compatible with applicable elements of the city's Comprehensive Plan in that the project would be compatible with the Comprehensive Plan policies as described in Attachment D of this staff report. The project contributes to the vitality of the area, provides a state of the art cancer research facility and gathering areas for employees, patients and visitors, and continues the compatibility of the site with the surrounding area.

(2) The design is compatible with the immediate environment of the site in that the project would retain the scale and architectural character of the area. The project includes a well designed and compatible new building, enhanced pedestrian amenities, such as well designed seating, lush landscaping, light-fixtures, play areas and benches. The landscape plan would bring plant material and trees and improve the existing area. The project would improve the compatibility of the site with surrounding development.

(3) The design is appropriate to the function of the project in that the new landscaping, auto and pedestrian circulation, new building and other building improvements would enhance the area as a medical research center.

(5) The design promotes harmonious transitions in scale and character between different designated land uses. The project provides sufficient setbacks and substantially similar building heights to maintain an appropriate transition in scale and character between this use and adjacent developments.

(7) The planning and siting of the new building and parking lot improvements on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community, in that the new building, landscaping, pedestrian amenities, decorative paving and reconfigured parking areas create a pleasant environment for both pedestrians and drivers visiting the site.

(8) The amount and arrangement of open space are appropriate to the design and function of the structures because it provides a pleasant outdoor recreation area for visitors and occupants while providing a landscaped setback from the site's perimeters.

(10) Access to the property and circulation thereon are safe and convenient for pedestrians, cyclists and vehicles in that the walkways, paving treatments, landscaping and other

pedestrian amenities would act as way-finding features. The additional landscaping could also act to slow down vehicles moving throughout the site.

(11) Natural features are appropriately preserved and integrated with the project, in that additional trees and other landscaping materials will be planted.

(12) The materials, textures, colors and details of construction and plant material are appropriate expression to the design and function of the site because they will be compatible to the adjacent and neighboring structures, landscape elements and function.

(13) The landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment and whether the landscape concept depicts an appropriate unity with the various buildings on the site. The landscaping elements in the parking lot would be a natural extension of the landscaping within and adjacent to the buildings.

(14) Plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety that would tend to be drought-resistant and to reduce consumption of water in its installation and maintenance. The landscape plan would incorporate drought-resistant and low water consumption landscaping that is suitable for the local environment.

(15) The design is energy efficient and incorporates renewable energy design elements, including the use of site tree canopy design to reduce heat island effect, installation of insulated, high performance windows, design to incorporate interior access to daylight, use of native drought resistant landscaping, and use of low emitting materials, such as low VOC adhesives, paints and sealants.

(16) The design is consistent and compatible with the purpose of architectural review as set forth above.

Findings 4, 6 and 9 are not applicable to this project.

ATTACHMENT B
RECOMMENDED CONDITIONS OF APPROVAL
780 Welch Rd. / File No. 12PLN-00429

DEPARTMENT OF PLANNING AND COMMUNITY ENVIRONMENT

Planning Division

1. The plans submitted to obtain all permits through the Building Inspection Division shall be in substantial conformance with the revised plans, project details and materials received on January 31, 2013, except as modified to incorporate these conditions of approval.

2. All conditions of approval shall be printed on the cover sheet of the plan set submitted to obtain any permit through the Building Inspection Division.

3. Construction details, colors, materials, and placement of the signs and roof mounted equipment shall be submitted to the Planning Division for review prior to submittal of the building permit. Signs are subject to a separate Architectural Review process.

4. The project shall be subject to applicable Development Impact Fees, which would be due prior to issuance of the building permit. The applicable impact fees would be calculated based upon the fee structure in place at the time of building permit submittal.

5. The following controls shall be implemented for the duration of project construction to minimize dust related construction impacts:
   - All active construction areas shall be watered at least twice daily.
   - All trucks hauling soil, sand, and other loose materials shall be covered or shall retain at least two feet of freeboard.
   - All unpaved access roads, parking areas, and staging areas at the construction site shall be either paved, watered three times daily, or treated with non-toxic soil stabilizers.
   - All paved access roads, parking areas, and staging areas at the construction site shall be swept (with water sweepers) daily.
   - If visible soil material is carried onto public streets, the street shall be swept (with water sweepers) daily.

6. As required by County Ordinance, in the event of the discovery of human remains during demolition/construction, there shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent remains. The Santa Clara County Coroner shall be notified and shall make a determination as to whether the remains are Native American. If the coroner determines that the remains are not subject to his authority, he shall notify the Native American Heritage Commission who shall attempt to identify descendents of the deceased Native American. If no satisfactory agreement can be reached as to the disposition of the remains pursuant to state law, then the land owner shall re-inter

the human remains and items associated with Native American burials on the property in a location not subject to further subsurface disturbance.

7. The applicant shall identify Best Management Practices (BMPs) to be incorporated into a Storm Water Pollution Prevention Plan (SWPPP) for the project. The SWPPP shall include both temporary BMPs to be implemented during demolition and construction.

8. Prior to the issuance of a building permit, a final detailed landscaping plan shall be submitted to the Planning Division for review and approval, specifying exact species, numbers and location of all plant materials to the satisfaction of the Public Works Arborist and the Planning Director. The revised landscaping plan shall meet parking lot shading requirements to the satisfaction of the Public Works Arborist and the Planning Director.

9. Once the Durand Way extension is implemented, a staff level Architectural Review application would be required for any proposed site changes prior to issuance of any permit related to the extension.

10. Prior to the issuance of a building permit, the formal Transportation Demand Management Program, consistent with the memo submitted by Helena Cipres-Palacin, Project Manager for the Stanford University School Land, Buildings and Real Estate (dated December 12, 2012) shall be finalized by the Transportation Engineer.

11. The monitoring of parking spaces shall be available to the City of Palo Alto on an "on demand" basis.

12. A staff level Architectural Review application will be required for the replacement of the landscape reserve with the remaining 49 parking spaces.

13. Upon submittal of an application for a building permit, the project is required to comply with the City's Green Building Program (PAMC 16.14). The project is required to complete a green building application, and implement the programs requirements in building plans and throughout construction. More information and the application can be found at www.cityofpaloalto.org/depts/plan/sustainability green building/green building/ applications/default.asp and all questions concerning the City's Green Building Program should be directed to Dionne Early at (650) 329-2189.

14. To the extent permitted by law, the applicant shall indemnify and hold harmless the City, its City Council, its officers, employees and agents (the "indemnified parties") from and against any claim, action, or proceeding brought by a third party against the indemnified parties and the applicant to attack, set aside or void, any permit or approval authorized hereby for the project, including (without limitation) reimbursing the City its actual attorneys' fees and costs incurred in defense of the litigation. The City may, in its sole discretion, elect to defend any such action with attorneys of its own choice.

Public Works Arborist

Prior to Demolition, Building or Grading Permit Issuance

15. Meeting with Staff. Prior to Building Permit submittal, the project team shall meet with City Staff to review all landscape related components and resolve conflicts. In addition to elements noted above, components will include but are not limited to parking lot and water quality management design, materials and growing specifications, species and irrigation selection and resolve all conflicts to code and best management practices. City staff review team shall include Public Works Engineering & Operations, Utilities, Planning, Public Works Arborist and Transportation Division. Consider adding or replacing with more native tree species, such as black oak, CA buckeye or other. A final landscaping plan to the satisfaction of the Public Works Arborist and Planning shall be submitted prior to the submittal of a building permit.

16. Best Practice Design. Building permit submittal shall incorporate measures to moderately screen all above ground utilities (transformer, water valve, backflow preventer, cabinet, covered recycling enclosures, etc.) through use of strategic locations, vegetation screens, base or contrast paint color or other creative landscape or obscuring measures. Stainless steel or freeze blanket covers are strongly discouraged.

Aesthetic Tree Resources

17. Site Plan Requirements. (Reference: CPA Tree Technical Manual, Section 6.35). Applicable to all projects. The site plans must include the minimum information required in the submittal checklist, tree disclosure statement (TDS) and the **City Tree Technical Manual (TTM)**, Section 6.30 and 6.35. One or more of the following elements is not provided for staff review. If the activity is within the dripline, then a tree protection report (TPR) is required for city review. The TPR will review potential impacts and recommend design changes and/or viable mitigation measures. To prepare the report, the architect or engineer shall provide the most recent plans to the project site arborist preparing the TPR and indicate the extent of grading, drainage excavation, below ground utility trenching, foundation and form work; identify the tree protection zone (TPZ) for each tree, restriction areas for access and/or travel over sensitive root areas, irrigation, trenching, landscaping and any other activity or improvements beneath the Regulated Trees. Correct the plan submittal to include:

- Show all existing conditions of the site, curb cuts, utilities and trees.
- Preliminary grading and drainage. Provide a plan that includes existing and proposed contours @ 2-foot intervals. Show any excavation proposed in the tree protection zone of regulated tree including neighboring trees overhanging the site. Drainage grading shall be directed away from any oak.
- Show plan notes for any excavation or activity proposed in the TPZ any regulated tree. Indicate on plans the area and details for removal of existing concrete, grading, new lawn and irrigation system over tree roots with the dripline area, consistent with TTM, Sec.2.40.
- Show the accurate TPZ fencing placement and specify Type I around the protected trees and Type II fencing around the public street trees, as noted in the tree survey or tree preservation report.

- Show all existing and proposed utility, telecommunication, driveway construction, transformer and pad size, above and below ground locations within the dripline of any regulated tree. Avoid any reference to utilities within 10 feet of public trees on either side of the sidewalk.
- Parking Area Shading. PAMC, chapter 18.40.130 (e) requires 50% surface parking shading. Provide a landscape shading plan using the city provided handout template or other qualified method (Handout: insert website)

18. Soil Analysis. Soil analysis shall be required for any project where grading disturbs more than 2,500 square feet of land area. A soil analysis report shall document the various characteristics of the soil (e.g. texture, infiltration rate, pH, soluble salt content, percent organic matter, etc), and provide recommendations for amendments as appropriate to optimize the productivity and water-efficiency of the soil. The soil analysis report shall be made available to the professionals preparing the tree assessment or protection report, landscape and irrigation design plans in a timely manner either before or during the design process. A copy of the soils analysis report shall be submitted to the City as part of the landscape documentation package. The Planning and/or Public Works Departments shall have discretion to require soil analysis as a condition of approval for any grading permit, building site approval, architecture and site approval, use permit or design review; where a landscape project submittal is required.

19. Tree Protection Report (TPR) (Reference: CPA Tree Technical Manual, Section 6.30). **Prepare an updated TPR** for any construction activity in the dripline (10-times diameter of a trunk) of a regulated tree. The TPR shall specifically describe foreseeable impacts and recommend design adjustments or alternatives needed to reduce or eliminate impacts of retained trees. Applicant and arborist shall used the criteria set forth in the tree preservation ordinance, PAMC 8.10.030/080, and the CPA Tree Technical Manual, Section 3.00, 4.00 and 6.30, available at: (http://www.cityofpaloalto.org/environment/urban_canopy.asp). Unless otherwise approved by the Director on the basis of a final TPR, all development activity shall be located outside the dripline of a protected tree, including any grading, foundation, excavation, fill, etc. An approved TPR will provide information for the following critical areas:

    - Tree Protection Zone (TPZ). List the precise recommended TPZ fencing placement for each tree, specify Type I around protected trees and Type II around street trees to be enclosed. Specify fence placement changes after demolition occurs.
    - Design review and changes. The TPR shall propose adequate soil area and conditions needed for optimum tree health and retention, and recommend mitigation measures or design changes for drainage, grading, underground trenching, foundations, cut, fill, compaction, exclusion area from irrigation, etc. Water drainage shall be directed away from oaks.
    - Inspections during construction. The TPR will outline a proposed site arborist inspection and reporting schedule to be followed. Site inspections shall be

conditional to the implementation and success of the TPR. See Sheet T-1 Checklist.

- To avoid improvements that may be detrimental to the regulated tree health, the TPR may need to review a basic landscape plan submitted by the applicant to ensure the new landscape is consistent with CPA Tree Technical Manual, Section 5.45 and Appendix L, Landscaping under Native Oaks.

20. Street Trees (Reference: PAMC 8.04.070): If a publicly owned tree is proposed to be removed, findings will be subject to Public Works depending upon the number and condition of existing street trees in the public right-of-way along the property frontage. The applicant may be required to replace existing and/or add new street trees per the direction of Public Works' arborist. Call Eric Krebs at 650-329-6905 to arrange a site visit so Eric or his staff can determine what street tree work, if any, will be required for this project.

21. Prepare a Solar Access Study (SAS) of short and long term effects on trees to be retained in proximity of buildings. Study shall include a qualified expert team (horticulturalist, architect designer, consulting arborist) capable of determining effects, if any, to foliage, health, disease susceptibility and also prognosis for longevity. The SAS should provide alternative massing scenarios to provide sufficient solar access and reduce shading detriment at different thresholds of tree health/decline as provided for in the study. The SAS adequacy shall be subject to peer review as determined necessary by the City. The SAS design alternatives shall be the subject of specific discussion at all levels of board, commission, council and public review in conjunction with project sponsor, city urban forester and director until a final design is approved.

22. Any Tree Proposed For Relocation & Retention: Prepare a Tree Relocation Feasibility Plan. Because of inherent mortality associated with the process of moving mature trees, a Tree Relocation and Maintenance Plan (TRMP) shall be prepared subject to Urban Forester's approval. The project sponsor shall submit a TRMP to determine the feasibility of moving the Protected Trees to an appropriate location on this site. Feasibility shall consider current site and tree conditions, a tree's ability to tolerate moving, relocation measures, optimum needs for the new location, aftercare, irrigation, and other long-term needs.
    - If the relocated trees do not survive after a period of five years, the tree canopy shall be replaced with a tree of equivalent size or security deposit value. The TRMP shall be inclusive of the following minimum information: appropriate irrigation, monitoring inspections, post relocation tree maintenance and for an annual arborist report of the condition of the relocated trees. If a tree is disfigured, leaning with supports needed, in decline with a dead top or dieback of more than 25%, the tree shall be considered a total loss and replaced in kind and size. The final annual arborist report shall serve as the basis for return of the tree security deposit

23. Building Permit Review Submittals. Prior to submittal for staff review, the plans submitted for building permit shall be reviewed by the project site arborist to verify that all the

arborist's recommendations have been incorporated into the final plan set. The submittal set shall be accompanied by the project site arborist's certification letter that the plans have incorporated the following information:

- Final Tree Protection Report (TPR) design changes and preservation measures.
- Palo Alto Tree Technical Manual Standards, Section 2.00 and PAMC 8.10.080.
- Outstanding items. Itemized list and which plan sheet the measures are to be located.
- Landscape and irrigation plans are consistent with CPA Tree Technical Manual, Section 5.45 and Appendix L, Landscaping under Native Oaks and PAMC 18.40.130.

24. Site Plan Requirements. The final Plans submitted for building permit shall include the following information and notes on the relevant plan sheets:
    - Sheet T-1 Tree Protection-it's Part of the Plan (http://www.cityofpaloalto.org/environment/urbancanopy.asp), Applicant shall complete the Tree Disclosure Statement. Inspections and monthly reporting by the project arborist are mandatory. (All projects: check #1; with tree preservation report: check #2-6; with landscape plan: check #7.)
    - The Tree Preservation Report (TPR). All sheets of the TPR approved by the City, (Barrie Coate & Associates, 408-353-1052, date TBD) shall be printed on numbered Sheet T-1 (T-2, T-3, etc) and added to the sheet index.
    - Protective Tree Fencing Type. Delineate on grading plans, irrigation plans, site plans and utility plans, Type II fencing around Street Trees and Type I fencing around Protected/Designated trees as a bold dashed line enclosing the Tree Protection Zone (per the approved Tree Preservation Report) per instructions on Detail #605, Sheet T-1, and the City Tree Technical Manual, Section 6.35-Site Plans.
    - Site Plan Notes. Note #1. Apply to the site plan stating, "All tree protection and inspection schedule measures, design recommendations, watering and construction scheduling shall be implemented in full by owner and contractor, as stated in the Tree Protection Report on Sheet T-1 and the approved plans". Note #2. All civil plans, grading plans, irrigation plans, site plans and utility plans and relevant sheets shall include a note applying to the trees to be protected, including neighboring trees stating: "Regulated Tree--before working in this area contact the Project Site Arborist at (Barrie Coate & Associates, 408-353-1052"; Note #3. "Basement foundation plan. Soils Report and Excavation for basement construction within the TPZ of a protected tree shall specify a vertical cut (stitch piers may be necessary) in order to avoid over-excavating into the tree root zone. Any variance from this procedure requires City Arborist approval, please call (650) 329-2441." Note #4. Utility plan sheets shall include the following note: "Utility trenching shall not occur within the TPZ of the protected tree. Contractor shall be responsible for ensuring that no trenching occurs within the TPZ of the protected tree by contractors, City crews or final landscape workers. See sheet T-1 for instructions."

25. Landscape Plans:
    - Structural pruning, fertility, irrigation and long term maintenance instructions as prescribed by the project arborist shall be provided for the tree.
    - Provide a detailed landscape and irrigation plan encompassing on-and off-site plantable areas out to the curb shall be approved by the Architectural Review Board. A Landscape Water Use statement, water use calculations and a statement of design intent shall be

submitted for the project. A licensed landscape architect and qualified irrigation consultant will prepare these plans, to include:

i. All existing trees identified both to be retained and removed including street trees.
ii. Complete plant list indicating tree and plant species, quantity, size, and locations.
iii. Irrigation schedule and plan.
iv. Fence locations.
v. Lighting plan with photometric data.
vi. Trees to be retained shall be irrigated, aerated and maintained as necessary to ensure survival.
vii. Reduce heat islands--Parking lot shade tree plan. Provide a landscape sheet showing tree planting designed to achieve 50% shading of paving surfaces pursuant to PAMC 18.40. 130(e) (Parking Lot Shading Guidelines, Tree Technical Manual, Addendum 9).
viii. All new trees planted within the public right-of-way (public land) shall be installed per Public Works (PW) Standard Planting Diagram #603 or 604 (include on plans), and shall have a tree pit dug at least twice the diameter of the root ball.
ix. Landscape plan shall include planting preparation details for trees specifying digging the soil to at least 30-inches deep, backfilled with a quality topsoil and dressing with 2-inches of wood or bark mulch on top of the root ball keeping clear of the trunk by 1-inch.
x. Automatic irrigation shall be provided to all trees. For trees, PW Detail #513 shall be included on the irrigation plans and show two bubbler heads mounted on flexible tubing placed at the edge of the root ball. Bubblers shall not be mounted inside an aeration tube. The tree irrigation system shall be connected to a separate valve from other shrubbery and ground cover, pursuant to the City's Landscape Water Efficiency Standards. Irrigation in the right-of-way requires a street work permit per CPA Public Works standards.
xi. Landscape Plan shall ensure the backflow device is adequately obscured with the appropriate screening to minimize visibility (planted shrubbery is preferred, painted dark green, decorative boulder covering acceptable; wire cages are discouraged).
xii. Planting notes to include the following mandatory criteria:
    1. Prior to any planting, all plantable areas shall be tilled to 12" depth, and all construction rubble and stones over 1" or larger shall be removed from the site.
    2. Note a turf-free zone around trees 36" diameter (18" radius) for best tree performance.
    3. Mandatory Landscape Architect (LA) Inspection Verification to the City. The LA of record shall verify the performance measurements are achieved with a separate letter of verification to City Planning staff, in addition to owner's representative for each of the following:
    4. Percolation & drainage checks have been performed and are acceptable.
    5. Fine grading inspection of all plantable areas has been personally inspected for tilling depth, rubble removal, soil test amendments are mixed and irrigation trenching will not cut through any tree roots.

6. Tree and Shrub Planting Specifications, including delivered stock, meets Standards in the CPA Tree Technical Manual, Section 3.30-3.50. Girdling roots and previously topped trees are subject to rejection.

26. Tree Protection Verification. Prior to demolition, grading or building permit issuance, a written verification from the contractor that the required protective fencing is in place shall be submitted to the Building Inspections Division. The fencing shall contain required warning sign and remain in place until final inspection of the project.

During Construction

27. EXCAVATION RESTRICTIONS APPLY (TTM, Sec. 2.20 C & D). Any approved grading, digging or trenching beneath a tree canopy shall be preformed using 'air-spade' method as a preference, with manual hand shovel as a backup. For utility trenching, including sewer line, roots exposed with diameter of 1.5 inches and greater shall remain intact and not be damaged. If directional boring method is used to tunnel beneath roots, then Table 2-1, Trenching and Tunneling Distance, shall be printed on the final plans.

28. Plan Changes. Revisions and/or changes to plans before or during construction shall be reviewed and responded to by the project site arborist, (Michael L. Bench), with written letter of acceptance before submitting the revision to the city for review.

29. Tree Preservation Compliance. The owner and contractor shall implement all protection and Contractor and Arborist Inspection Schedule measures, design recommendations and construction scheduling as stated in the TPR, and is subject to code compliance action pursuant to PAMC 8.10.080. The required protective fencing shall remain in place until final landscaping and inspection of the project. Project arborist approval must be obtained and documented in the monthly activity report sent to the City. A mandatory Monthly Tree Activity Report shall be sent monthly to the City beginning with the initial verification approval, using the template in the Tree Technical Manual, Addendum 11.

30. Tree Damage. Tree Damage, Injury Mitigation and Inspections apply to Contractor. Reporting, injury mitigation measures and arborist inspection schedule (1-5) apply pursuant to TTM, Section 2.20-2.30. Contractor shall be responsible for the repair or replacement of any publicly owned or protected trees that are damaged during the course of construction, pursuant to Title 8 of the Palo Alto Municipal Code, and city Tree Technical Manual, Section 2.25.

31. General. The following general tree preservation measures apply to all trees to be retained: No storage of material, topsoil, vehicles or equipment shall be permitted within the tree enclosure area. The ground under and around the tree canopy area shall not be altered. Trees to be retained shall be irrigated, aerated and maintained as necessary to ensure survival.

Prior to Occupancy

32. Landscape Inspection. The Planning Department shall be in receipt of written verification that the Landscape Architect has inspected all trees, shrubs, planting and irrigation and that they are installed and functioning as specified in the approved plans.

33. Tree Inspection. The contractor shall call for an inspection by the Project Arborist. A final inspection and report by the project arborist shall evaluate all trees to be retained and protected, as indicated in the approved plans, the activity, health, welfare, mitigation remedies for injury, if any, and for the long term care of the trees for the new owner. The report shall provide written verification to the Planning Department that all trees, shrubs, planting and irrigation are installed and functioning as specified in the approved plans. The final arborist report shall be provided to the Planning Department prior to written request for temporary or final occupancy. The final report may be used to navigate the security guarantee return process, when applicable.

34. Planning Inspection. Prior to final sign off, contractor or owner shall contact the city planner (650-329-2441) to inspect and verify Special Conditions relating to the conditions for structures, fixtures, colors and site plan accessories.

Post Construction

35. Maintenance. All landscape and trees shall be maintained, watered, fertilized, and pruned according to Best Management Practices-Pruning (ANSI A300-2001 or current version). Any vegetation that dies shall be replaced or failed automatic irrigation repaired by the current property owner within 30 days of discovery.

Transportation Division

36. For the Plans ARB-C12C, Landscape preserve, regular/daily vehicles will need to be able to turn around at the end of the parking area shown as the emergency vehicle parking area.

Building Division

37. Architectural Conditions: On sheet AS-101, Site Plan: in buildings with multiple accessible entrances with adjacent parking, the accessible parking spaces shall be dispersed and located closest to the accessible entrances for the main entrance and for the separate employee side entrance. (CBC 1129B.1)
38. Structural Conditions: A geotechnical report is required for the construction of the (N) Commercial building.
39. General Conditions: The completed plan submittal package should be sent to an approved Outside Plan Check Consultant for plan review.

Public Works Engineering

40. SIDEWALK, CURB & GUTTER: As part of this project, the applicant must replace those portions of the existing sidewalks, curbs, gutters or driveway approaches in the public right-

of-way along the frontage(s) of the property that are broken, badly cracked, displaced, or non-standard, and must remove any unpermitted pavement in the planter strip. Contact Public Works' inspector at 650-496-6929 to arrange a site visit so the inspector can determine the extent of replacement work. The site plan submitted with the building permit plan set must show the extent of the replacement work or include a note that Public Works' inspector has determined no work is required. The plan must note that any work in the right-of-way must be done per Public Works' standards by a licensed contractor who must first obtain a *Street Work Permit* from Public Works at the Development Center.

42 STREET RESURFACING: The developer may be required to resurface the entire frontage of each street adjacent to the property out to the centerline or center median of the street(s) upon completion of onsite construction. The resurfacing, if required, will consist of a slurry seal or grinding 2" of the existing asphalt and overlaying 2" asphalt pavement per Public Works' standards. Public Works will make the determination between slurry seal or grind/overlay by inspecting the condition of the road and estimating the construction impacts. Thermoplastic striping of the street will be required after resurfacing.

41. CURB RAMPS: Accessible curb ramps shall be provided at the new driveway entrance and walkway/path

42. STREET TREES: The applicant may be required to replace existing and/or add new street trees in the public right-of-way along the property's frontage(s). Call the Public Works' arborist at 650-496-5953 to arrange a site visit so he can determine what street tree work, if any, will be required for this project. The site plan submitted with the building permit plan set must show the street tree work that the arborist has determined, including the tree species, size, location, staking and irrigation requirements, or include a note that Public Works' arborist has determined no street tree work is required. The plan must note that in order to do street tree work, the applicant must first obtain a *Permit for Street Tree Work in the Public Right-of-Way* from Public Works' arborist (650-496-5953).

43. The following comments are provided to assist the applicant at the building permit phase. You can obtain various plan set details, forms and guidelines from Public Works at the City's Development Center (285 Hamilton Avenue) or on Public Works' website: www.cityofpaloalto.org/depts/pwd/forms_permits. Include in plans submitted for a building permit:

44. BASEMENT DRAINAGE: Due to high groundwater throughout much of the City and Public Works prohibiting the pumping and discharging of groundwater, perforated pipe drainage systems at the exterior of the basement walls or under the slab are not allowed for this site. A drainage system is, however, required for all exterior basement-level spaces, such as lightwells, patios or stairwells. This system consists of a sump, a sump pump, a backflow preventer, and a closed pipe from the pump to a dissipation device onsite at least 10 feet from the property line, such as a bubbler box in a landscaped area, so that water can percolate into the soil and/or sheet flow across the site. The device must not allow stagnant water that could become mosquito habitat. Additionally, the plans must show that exterior basement-

level spaces are at least 7-3/4" below any adjacent windowsills or doorsills to minimize the potential for flooding the basement. Public Works recommends a waterproofing consultant be retained to design and inspect the vapor barrier and waterproofing systems for the basement.

45. BASEMENT SHORING: Shoring for the basement excavation, including tiebacks, must not extend onto adjacent private property or into the City right-of-way without having first obtained written permission from the private property owners and/or an encroachment permit from Public Works.

46. DEWATERING: Basement excavations may require dewatering during construction. Public Works only allows groundwater drawdown well dewatering. Open pit groundwater dewatering is disallowed. **Dewatering is only allowed from April through October due to inadequate capacity in our storm drain system.** The geotechnical report for this site must list the highest anticipated groundwater level. We recommend a piezometer to be installed in the soil boring. The contractor must determine the depth to groundwater immediately prior to excavation by using the piezometer or by drilling an exploratory hole if the deepest excavation will be within 3 feet of the highest anticipated groundwater level. If groundwater is found within 2 feet of the deepest excavation, a drawdown well dewatering system must be used, or alternatively, the contractor can excavate for the basement and hope not to hit groundwater, but if he does, he must immediately stop all work and install a drawdown well system before he continues to excavate. Public Works may require the water to be tested for contaminants prior to initial discharge and at intervals during dewatering. If testing is required, the contractor must retain an independent testing firm to test the discharge water for the contaminants Public Works specifies and submit the results to Public Works.

47. Public Works reviews and approves dewatering plans as part of a *Street Work Permit.* The applicant can include a dewatering plan in the building permit plan set in order to obtain approval of the plan during the building permit review, but the contractor will still be required to obtain a street work permit prior to dewatering. Alternatively, the applicant must include the above dewatering requirements in a note on the site plan. Public Works has a sample dewatering plan sheet and dewatering guidelines available at the Development Center and on our website.

48. GRADING & DRAINAGE PLAN: The plan set must include a grading & drainage plan prepared by a licensed professional that includes existing and proposed spot elevations and drainage flow arrows to demonstrate proper drainage of the site. Adjacent grades must slope away from the building a minimum of 2%. Downspouts and splashblocks should be shown on this plan, as well as any site drainage features such as swales. Grading will not be allowed that increases drainage onto, or blocks existing drainage from, neighboring properties. Public Works generally does not allow rainwater to be collected and discharged into the street gutter, but encourages the developer to keep rainwater onsite as much as feasible by directing runoff to landscaped and other pervious areas of the site. See the Grading & Drainage Plan Guidelines on our website.

49. GRADING & EXCAVATION PERMIT: An application for a grading & excavation permit must be submitted to Public Works when applying for a building permit. The application and guidelines are available at the Development Center and on our website.

50. STORM WATER POLLUTION PREVENTION: The City's full-sized "Pollution Prevention - It's Part of the Plan" sheet must be included in the plan set. Copies are available from Public Works at the Development Center or on our website.

51. SWPPP: The proposed development will disturb more than one acre of land. Accordingly, the applicant will be required to comply with the State of California's General Permit for Storm Water Discharges Associated with Construction Activity. This entails filing a Notice of Intent to Comply (NOI), paying a filing fee, and preparing and implementing a site specific storm water pollution prevention plan (SWPPP) that addresses both construction-stage and post-construction BMP's for storm water quality protection. The applicant is required to submit two copies of the NOI and the draft SWPPP to the Public Works Department for review and approval prior to issuance of the building permit. Also, include the City's standard "Pollution Prevention - It's Part of the Plan" sheet in the building permit plan set. Copies are available from Public Works at the Development Center.

52. STREET TREES: Show all existing street trees in the public right-of-way. Any removal, relocation or planting of street trees; or excavation, trenching or pavement within 10 feet of street trees must be approved by Public Works' arborist (phone: 650-496-5953). This approval shall appear on the plans. Show construction protection of the trees per City requirements.

    WORK IN THE RIGHT-OF-WAY: The plans must clearly indicate any work that is proposed in the public right-of-way, such as sidewalk replacement, driveway approach, or utility laterals. The plans must include notes that the work must be done per City standards and that the contractor performing this work must first obtain a *Street Work Permit* from Public Works at the Development Center. If a new driveway is in a different location than the existing driveway, then the sidewalk associated with the new driveway must be replaced with a thickened (6" thick instead of the standard 4" thick) section. Additionally, curb cuts and driveway approaches for abandoned driveways must be replaced with new curb, gutter and planter strip.

53. IMPERVIOUS SURFACE AREA: The project will be creating or replacing 500 square feet or more of impervious surface. Accordingly, the applicant shall provide calculations of the existing and proposed impervious surface areas with the building permit application. The *Impervious Area Worksheet for Land Developments* form and instructions are available at the Development Center or on our website.

54. STORM WATER TREATMENT: This project shall comply with the storm water regulations contained in provision C.3 of the NPDES municipal storm water discharge permit issued by the San Francisco Bay Regional Water Quality Control Board (and incorporated into Palo Alto Municipal Code Chapter 16.11). These regulations apply to land development projects

that create or replace 10,000 square feet or more of impervious surface. In order to address the potential permanent impacts of the project on storm water quality, the applicant shall incorporate into the project a set of permanent site design measures, source controls, and treatment controls that serve to protect storm water quality, subject to the approval of the Public Works Department. The applicant shall identify, size, design and incorporate permanent storm water pollution prevention measures to treat the runoff from a "water quality storm" specified in PAMC Chapter 16.11 prior to discharge to the municipal storm drain system. **Effective February 10, 2011, regulated projects, must contract with a qualified third-party reviewer during the building permit review process to certify that the proposed permanent storm water pollution prevention measures comply with the requirements of Palo Alto Municipal Code Chapter 16.11.** The certification form, 2 copies of approved storm water treatment plan, and a description of Maintenance Task and Schedule must be received by the City from the third-party reviewer prior to approval of the building permit by the Public Works department. **Within 45 days of the installation of the required storm water treatment measures and prior to the issuance of an occupancy permit for the building, third-party reviewer shall also submit to the City a certification for approval that the project's permanent measures were constructed and installed in accordance to the approved permit drawings.**

55. STORMWATER MAINTENANCE AGREEMENT: The applicant shall designate a party to maintain the control measures for the life of the improvements and must enter into a **maintenance agreement** with the City to guarantee the ongoing maintenance of the permanent C.3 storm water discharge compliance measures. **The maintenance agreement shall be executed prior to the first building occupancy sign-off.** The City will inspect the treatment measures yearly and charge an inspection fee. There is currently a $350 C.3 plan check fee that will be collected upon submittal for a grading or building permit.

56. LOGISTICS PLAN: The contractor must submit a logistics plan to the Public Works Department prior to commencing work that addresses all impacts to the City's right-of-way, including, but not limited to: pedestrian control, traffic control, truck routes, material deliveries, contractor's parking, concrete pours, crane lifts, work hours, noise control, dust control, storm water pollution prevention, contractor's contact, noticing of affected businesses, and schedule of work. The plan will be attached to a street work permit.
    - Garbage enclosure sizing: 2 yard for garbage and a 2 yard for compostables and a 4 yard for recycling
    - Use on-site enclosure. We strongly discourage sharing an enclosure with the neighboring 800 Welsh Road

Public Works - Environmental Compliance Division

59. PAMC 18.23.020 Trash Disposal and Recycling
    (A) Assure that development provides adequate and accessible interior areas or exterior enclosures for the storage of trash and recyclable materials in appropriate containers, and that trash disposal and recycling areas are located as far from abutting residences as is reasonably possible. (B) Requirements: (i) Trash disposal and recyclable areas shall be accessible to all residents or users of the property. (ii) Recycling facilities shall be located, sized, and designed

to encourage and facilitate convenient use. (iii) Trash disposal and recyclable areas shall be screened from public view by masonry or other opaque and durable material, and shall be enclosed and covered. Gates or other controlled access shall be provided where feasible. Chain link enclosures are strongly discouraged. (iv) Trash disposal and recycling structures shall be architecturally compatible with the design of the project. (v) The design, construction and accessibility of recycling areas and enclosures shall be subject to approval by the architectural review board, in accordance with design guidelines adopted by that board and approved by the city council pursuant to Section 18.76.020.

60. PAMC 5.20.120 Recycling storage design requirements
The design of any new, substantially remodeled, or expanded building or other facility shall provide for proper storage, handling, and accessibility which will accommodate the solid waste and recyclable materials loading anticipated and which will allow for the efficient and safe collection. The design shall comply with the applicable provisions of Sections 18.22.100, 18.24.100, 18.26.100, 18.32.080, 18.37.080, 18.41.080, 18.43.080, 18.45.080, 18.49.140, 18.55.080, 18.60.080, and 18.68.170 of Title 18 of this code.

All Services:

- Collection vehicle access (vertical clearance, street width and turnaround space) and street parking are common issues pertaining to new developments. Adequate space must be provided for vehicle access.
- Weight limit for all drivable areas to be accessed by the solid waste vehicles (roads, driveways, pads) must be rated to 60,000 lbs. This includes areas where permeable pavement is used.
- Containers must be within 25 feet of service area or charges will apply.
- Carts and bins must be able to roll without obstacles or curbs to reach service areas "no jumping curbs"

Office Building

61. The proposed commercial development must follow the requirements for recycling container space[1]. When 30% or more of the original floor space is added to an existing building, provision must be made for the storage and collection of recyclables. Project plans must show the placement of recycling containers, for example, within the details of the solid waste enclosures. Collection space should be provided for built-in recycling containers/storage on each floor/office or alcoves for the placement of recycling containers.

- Enclosure and access should be designed for equal access to all three waste streams – garbage, recycling, and compostables.
- Collection cannot be performed in underground. Underground bins locations require a minimum of 77" of vertical clearance. Pull out charges will apply. In instances where push services are not available (e.g., hauler driver cannot push containers up or down

[1] In accordance with the California Public Resources Code, Chapter 18, Articles 1 and 2

ramps), the property owner will be responsible for placing solid waste containers in an accessible location for collection.
- All service areas must have a clearance height of 20' for bin service.
- New enclosures should consider rubber bumpers to reduce ware and tear on walls.

For questions regarding garbage, recycling, and compostables collection issues, contact Green Waste of Palo Alto (650) 493-4894.

62. PAMC 16.09.180(b)(10) Dumpsters for New and Remodeled Facilities
New buildings and residential developments providing centralized solid waste collection, except for single-family and duplex residences, shall provide a covered area for a bin/dumpster. The area shall be adequately sized for all waste streams (garbage, recycling, and yard waste/compostables) and designed with grading or a berm system to prevent water runon and runoff from the area.

Covered Dumpsters, Recycling and Tallow Bin Areas PAMC, 16.09.075(q)(2)

a) Newly constructed and remodeled Food Service Establishments (FSEs) shall include a covered area for all dumpsters, bins, carts or container used for the collection of trash, recycling, food scraps and waste cooking fats, oils and grease (FOG) or tallow.
b) The area shall be designed and shown on plans to prevent water run-on to the area and runoff from the area.
c) Drains that are installed within the enclosure for recycle and waste bins, dumpsters and tallow bins serving FSEs are optional. Any such drain installed shall be connected to a Grease Control Device (GCD).
d) If tallow is to be stored outside then an adequately sized, segregated space for a tallow bin shall be included in the covered area.
e) These requirements shall apply to remodeled or converted facilities to the extent that the portion of the facility being remodeled is related to the subject of the requirement.

It is frequently to the FSE's advantage to install the next size larger GCD to allow for more efficient grease discharge prevention and may allow for longer times between cleaning. There are many manufacturers of GCDs which are available in different shapes, sizes and materials (plastic, reinforced fiberglass, reinforced concrete and metal).

The requirements will assist FSEs with FOG discharge prevention to the sanitary sewer and storm drain pollution prevention. The FSE at all times shall comply with the Sewer Use Ordinance of the Palo Alto Municipal Code. The ordinances include requirements for GCDs, GCD maintenance, drainage fixtures, record keeping and construction projects.
For stormwater containment issues, contact City of Palo Alto Watershed Protection at (650) 329-2598.

63. PAMC 5.24.030 Construction and Demolition Debris (CDD)
Covered projects shall comply with construction and demolition debris diversion rates and other requirements established in Chapter 16.14 (California Green Building Code). In

addition, all debris generated by a covered project must haul 100 percent of the debris not salvaged for reuse to an approved facility as set forth in this chapter.

Contact the City of Palo Alto's Green Building Coordinator at (650) 329-2189 for assistance on how to recycle construction and demolition debris from the project, including information on where to conveniently recycle the material.

Fire Department

64. Provide single layer Fire Engine and Ladder Truck Access Plan for review and approval to John Parks PAFD. All fire protection systems and underground fire lines require a separate plan check and permits for each.

Utilities Electrical Engineering

65. The applicant shall comply with all the Electric Utility Engineering Department service requirements noted during plan review.

66. The applicant shall be responsible for identification and location of all utilities, both public and private, within the work area. Prior to any excavation work at the site, the applicant shall contact Underground Service Alert (USA) at 1-800-227-2600, at least 48 hours prior to beginning work.

67. The applicant shall submit a request to disconnect all existing utility services and/or meters including a signed affidavit of vacancy, on the form provided by the Building Inspection Division. Utilities will be disconnected or removed within 10 working days after receipt of request. The demolition permit will be issued after all utility services and/or meters have been disconnected and removed.

68. Previous comments listed below are still applicable to this submittal.

The Following Shall Be Incorporated In Submittals for Electric Service

68. A completed Electric Load Sheet and a full set of plans must be included with all applications involving electrical work. The load sheet must be included with the preliminary submittal.

69. Industrial and large commercial customers must allow sufficient lead-time for Electric Utility Engineering and Operations (typically 8-12 weeks after advance engineering fees have been paid) to design and construct the electric service requested.

70. Only one electric service lateral is permitted per parcel. Utilities Rule & Regulation #18.

71. The developer/owner shall provide space for installing padmount equipment (i.e. transformers, switches, and interrupters) and associated substructure as required by the City.

72. The customer shall install all electrical substructures (conduits, boxes and pads) required from the service point to the customer's switchgear. The design and installation shall be according to the City standards and shown on plans. Utilities Rule & Regulations #16 & #18.

73. Location of the electric panel/switchboard shall be shown on the site plan and approved by the Architectural Review Board and Utilities Department.

74. All utility meters, lines, transformers, backflow preventers, and any other required equipment shall be shown on the landscape and irrigation plans and shall show that no conflict will occur between the utilities and landscape materials. In addition, all aboveground equipment shall be screened in a manner that is consistent with the building design and setback requirements.

75. For services larger than 1600 amps, the customer will be required to provide a transition cabinet as the interconnection point between the utility's padmount transformer and the customer's main switchgear. The cabinet design drawings must be submitted to the Electric Utility Engineering Department for review and approval.

76. For underground services, no more than four (4) 750 MCM conductors per phase can be connected to the transformer secondary terminals; otherwise, bus duct must be used for connections to padmount transformers. If customer installs a bus duct directly between the transformer secondary terminals and the main switchgear, the installation of a transition cabinet will not be required.

77. The customer is responsible for sizing the service conductors and other required equipment according to the National Electric Code requirements and the City standards. Utilities Rule & Regulation #18.

78. If the customer's total load exceeds 2500 kVA, service shall be provided at the primary voltage of 12,470 volts and the customer shall provide the high voltage switchgear and transformers.

79. For primary services, the standard service protection is a padmount fault interrupter owned an maintained by the City, installed at the customer's expense. The customer must provide and install the pad and associated substructure required for the fault interrupter.

80. Any additional facilities and services requested by the Applicant that are beyond what the utility deems standard facilities will be subject to Special Facilities charges. The Special Facilities charges include the cost of installing the additional facilities as well as the cost of ownership. Utilities Rule & Regulation #20.

81. Projects that require the extension of high voltage primary distribution lines or reinforcement of offsite electric facilities will be at the customer's expense and must be coordinated with the Electric Utility.

During Construction

82. Contractors and developers shall obtain permit from the Department of Public Works before digging in the street right-of-way. This includes sidewalks, driveways and planter strips.

83. At least 48 hours prior to starting any excavation, the customer must call Underground Service Alert (USA) at 1-800-227-2600 to have existing underground utilities located and marked. The areas to be check by USA shall be delineated with white paint. All USA markings shall be removed by the customer or contractor when construction is complete.

84. The customer is responsible for installing all on-site substructures (conduits, boxes and pads) required for the electric service. No more than 270 degrees of bends are allowed in a secondary conduit run. All conduits must be sized according to National Electric Code requirements and no 1/2 – inch size conduits are permitted. All off-site substructure work will be constructed by the City at the customer's expense. Where mutually agreed upon by the City and the Applicant, all or part of the off-site substructure work may be constructed by the Applicant.

85. All primary electric conduits shall be concrete encased with the top of the encasement at the depth of 30 inches. No more than 180 degrees of bends are allowed in a primary conduit run. Conduit runs over 500 feet in length require additional pull boxes.

86. All new underground conduits and substructures shall be installed per City standards and shall be inspected by the Electrical Underground Inspector before backfilling.

87. The customer is responsible for installing all underground electric service conductors, bus duct, transition cabinets, and other required equipment. The installation shall meet the National Electric Code and the City Standards.

88. Meter and switchboard requirements shall be in accordance with Electric Utility Service Equipment Requirements Committee (EUSERC) drawings accepted by Utility and CPA standards for meter installations.

89. Shop/factory drawings for switchboards (400A and greater) and associated hardware must be submitted for review and approval prior to installing the switchgear to:

    Gopal Jagannath, P.E.
    Supervising Electric Project Engineer
    Utilities Engineering (Electrical)
    1007 Elwell Court
    Palo Alto, CA 94303

90. Catalog cut sheets may not be substituted for factory drawing submittal.

91. All new underground electric services shall be inspected and approved by both the Building Inspection Division and the Electrical Underground Inspector before energizing.

After Construction & Prior to Finalization

92. The customer shall provide as-built drawings showing the location of all switchboards, conduits (number and size), conductors (number and size), splice boxes, vaults and switch/transformer pads.

Prior to Issuance of Building Occupancy Permit

93. The applicant shall secure a Public Utilities Easement for facilities installed on private property for City use.

94. All required inspections have been completed and approved by both the Building Inspection Division and the Electrical Underground Inspector.

95. All fees must be paid.

96. All Special Facilities contracts or other agreements need to be signed by the City and applicant.

GREEN BUILDING

This is a **nonresidential new construction project** that is greater than or equal to **1,000 square feet** and is therefore required to meet all **CALGreen Mandatory Measures and CALGreen Tier 2 Measures with Local Amendments**. Additional information, ordinances and applications can be found at www.cityofpaloalto.org then "Building Permits" then "Green Building Applications" or http://www.cityofpaloalto.org/gov/depts/pln/sustain/greenbldg/apps.asp

97. **Before approval of the Building Permit** all of the following must be included in your Building Permit plan set:

- Palo Alto Nonresidential Tier 2 application spreadsheet (NR-1) completed and signed OR proof of registration illustrating the intent to achieve LEED© certification from the US Green Building Council[2];
- A commissioning plan must be created and submitted;
- Title 24 calculations (to demonstrate achievement of energy performance at least 15% better than Title 24 and consistency between the calculations and the plans).

[2] The City of Palo Alto has limited staff available for the required field verification of installation of green building measures. For this reason third party green building certification is strongly recommended. If certification is not feasible, stringent tracking of all building materials, all equipment (including Energy Star rating, energy performance, etc.), and all finishes must be kept up-to-date and on the project site. It is also recommended that photographs be used to document installation of insulation and other equipment to ensure field verification by City of Palo Alto staff can be efficient.

98. **Prior to scheduling Final Inspection of Building Permits** all of the following must be completed:

- Submittal of all Construction (phase) & Demolition (phase) receipts to the Development Center;
- Field verification by the Green Building Planner that energy efficiency, water conservation and other green building measures were installed as detailed in the Building Permit (this requirement is waived if you choose to certify your project using a third party rating system); and
- All documentation required by code for compliance review by the Building Inspector.

Please note: Your project may qualify for incentives/rebates from Palo Alto Utilities. For more information please contact Utility Marketing Services at (650) 329-2241. Incentives include free use of a consultant to review your Title 24 calculations and provide guidance to maximize your project energy efficiency.

V. PROJECT DESCRIPTION

Attachment C

ARCHITECTURAL DESIGN

This project is to be located on the 780 and 800 Welch Road sites in the city of Palo Alto, California. Currently, there are two buildings on site, a brand new 3 story medical office building on the 800 parcel and an existing 3 story medical office building built in the 60's on the 780 site. Both buildings belong to and are operated by the Stanford University School of Medicine.

The scope of work for this project is to demolish the older building located on the 780 Welch Road site and replace it with a brand new 3 story medical office building with a 45 car underground garage.

The proposed design begins with a massing strategy that is appropriate to the Welch Road corridor as well as the adjacent 800 Welch Road building (FCTR) and is situated on the site in such a way to minimize the removal of existing trees and maximize the amount of green space around the buildings. A significant part of the site strategy is to combine the 800 Welch Road and the 780 Welch Road sites into a single parcel. This provides an opportunity to locate the building closer to the existing FCTR building as well as limiting the combined site to a single curb cut. Architecturally, the interstitial space between the buildings allow for the creation of two distinct methods of entering the site. First, a pedestrian scaled entryway experience, where people walking to the site will travel through a series of appropriately scaled landscaped plazas shared by both buildings. Along the entry sequence on the ground floor, terracotta rain screen panels are used to give the areas along this main pedestrian pathway a sense of scale and rhythm as well as providing a referential experience as the adjacent FCTR building. Secondly, the main vehicular entrance is situated towards the back of the site and is designated by a specimen tree at the vehicular turn around.

The material treatment of the building matches the current FCTR building which is also referential to the overall material palette for the Stanford University School of Medicine. The terracotta wall and colonnade reinforces a finely scaled and textured entry sequence. On the second and third floors, limestone clad precast panels extends up from the ground and is captured by the long roof overhangs, evoking the elegance of the traditional masonry construction of Stanford University. The limestone gives way to a frameless curtain wall glass system on portions of the second and third floors to maximize the amount of openness for future office expansions. In the areas of greater sun exposure vertical metal fins are attached directly to the window system to augment the shading provided by the large roof overhangs.

Combined, these glass treatments will lighten and articulate the surface, producing a subtle visual play of pattern, color, light and reflection. The lightness of the surface is further reinforced through the strategy of detailing the lower edge of the glass at the soffits, where the edge of the glass is revealed terminating the edge of the plaster soffit. So rather than reading as a solid volume with returned corners, the material will read more as light scrim, where thinness and transparency are the primary effects that will be produced.

LANDSCAPE DESIGN

The Landscape of 780 Welch Road is integrated and programmed along with the building and the site of 800 Welch forming a campus of research/office buildings with shared intermediate courtyards and a multi-use lawn space for events. In addition, the landscape extends the interior program outwards, particularly in respect to both the lobby of the CJ Huang Building and the building entry located on the northwest corner of the ground level of the building.

This site connects to the larger Stanford Campus and as such is pedestrian and bicycle transit-oriented, while also providing for arrival by bus transit and automobile. As part of the Stanford Campus the project implements broader land use objectives and supports Stanford's sustainability initiatives. The landscape is designed to enhance and connect the pedestrian campus experience to the research center, while providing sheltered places to rest and meet in a variety of exterior "rooms" proximate to the building.

The landscape is configured to provide arrival thresholds for pedestrian and bicycle arrival from Welch Road from the South, while the parking arrival occurs at the North of the site. The pedestrian entry from Welch approaches on a walk-way through to a courtyard defined by a stone clad wall (similar to 800 Welch entry court). This courtyard is defined as well by a change change to unit pavers, with bench seating and a water element to the east of the building entry. This entry courtyard connects to a contemplation garden that is also the pathway to the director's office (over structure on the south side of the building). This garden area is viewed from the interior lobby and the Director's office and materially composed of gravel, pavers and moveable chairs and is defined at its edge by a tall screen hedge planting.

LANDSCAPE DESIGN

The vehicular arrival to the north occurs at a drop-off defined by bollards and flush paving. At its center will be a planting island with a large specimen tree and ground-covering plants. Pedestrian arrival leading from the drop-off, the parking lot and the bicycle parking on the north of the building brings you across paved walkways to an entry plaza also defined by unit pavers and moveable tables and chairs to accommodate dining and social interaction just outside the north lobby and under the roof overhang.

The courtyard space that is created between 800 and 780 Welch is defined programmatically as a flexible use space for daily, passive use and enjoyment by visitors and employees as well as a space to be used for special events. As such it is defined as two rooms – one to the north located within a grove of trees with moveable chairs used to occupy the shade provided by this space and a more southerly room that is an open lawn with tree planting and fixed seating at its perimeter. The third element of the courtyard is an east-west promenade connecting the main entries of 800 and 780 Welch.
The landscape's spatial configuration will be achieved with site elements including walls, curbs, paving materials, large tree plantings, furnishings and climate-adapted and native understory planting palette including shrubs and hedges, ground-covering shrubs, vines, perennials, and turf.

The scope of site work for the new office building includes site contouring to perimeter storm water collection and treatment swales, installation of establishment irrigation systems, site stone walls proximate to the building (S.A.D), and CIP retaining walls situated over structured parking below for planting, masonry block retaining walls to allow for storm water swales at property perimeter (north and east), parking area perimeter curbs and planting areas, site unit pavements, site furnishings and lighting, existing tree protection, tree planting installations of 36" box , 48" box sizes and 60" box size specimen trees, and understory shrubs, perennials, ornamental grasses, vine plantings and turf. The landscaped site strategy will attempt to preserve all mature healthy trees along the property boundaries and those along the south of the existing building in addition to those planted at the building façade of 800 Welch.

Site furnishings will include wood benches, moveable wood tables and chairs, and picnic tables, bicycle parking for approximately 36 bicycles at racks and an additional 16 bicycle lockers (8 relocated from 800 Welch), pedestrian site lighting along the Welch Road approach, and a basin water fountain at the south entry garden.

Storm-water Collection and Treatment

To meet storm water treatment requirements for the project, the overall site strategy proposes storm-water collection from roofs and hardscape to bio-treatment areas in four locations as shown on plan. The parking lot storm water will travel through slotted curbs into a treatment swales at the north property boundary, northeast corner and east property boundary, that will then naturally treat and filter the storm water. See Civil Drawings for additional detail related to the storm water collection and treatment system.

Attachment D

The City of Palo Alto

780 Welch Road Location Map

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

0' 76'

elee2, 2013-01-31 13:59:58
Parcel Report - (w/ 2006 color image) (\\cc-maps\gis$\gis\admin\Personal\Planning.mdb)

Attachment E

COMPREHENSIVE PLAN TABLE

Goal L-1: A well-designed, Compact City, Providing Residents and Visitors with Attractive Neighborhoods, Work Places, Shopping Districts, Public Facilities, and Open spaces.	The project provides a well designed building that offers occupants and visitors a state of the art research facility for cancer research. It provides a valuable service that contributes to the quality of life.
Policy L-4: Maintain Palo Alto's varied residential neighborhoods while sustaining the vitality of its commercial areas and public facilities.	The project would result in the replacement of an older outdated building with a well designed state of the art facility. It was designed to complement both the existing environment and with future development. It will enhance the level of services available in Palo Alto.
Policy L-5: Maintain the scale and character of the City. Avoid land uses that are overwhelming and unacceptable due to their size and scale.	The project was designed to meet all development standards. The design incorporates significant amount of landscaping and setbacks from all existing and planned street extensions. It is similar in scale to the adjacent medical research buildings.
Policy L-15: Preserve and enhance the public gathering spaces within walking distance of residential neighborhoods.	The new three story medical research building provides new gathering areas for employees, patients and visitors to the facility. The new development enhances the area by incorporating significant amount of public gathering space.
Goal L-5: High Quality Employment Districts, Each With Their Own Distinctive Character and Each Contributing to the Character of the City As a Whole.	This project was designed to meet the requirements of the Architectural Review findings. It was well designed, using quality materials, to fit in with the existing environment and to be consistent with the larger Stanford University Medical Center project.

Policy L-42: Encourage Employment Districts to develop in a way that encourages transit, pedestrian and bicycle travel and reduces the number of auto trips for daily errands.	The project includes a Transportation Demand Management Program that provides transit passes to employees. Employees and patients are encouraged to walk between buildings instead of driving. The site would be developed with a landscape reserve in lieu of the full number of parking spaces to encourage alternative modes of transportation. The site is also developed with significant landscaping to make it a more pedestrian friendly environment.
Policy L-45: Develop Stanford Medical Center in a manner that recognizes the citywide goal of compact, pedestrian-oriented development as well as the functional needs of the Medical Center.	This facility is being developed to complement the existing center and the proposed larger center project (SUMC expansion). It was designed to encourage walking between the different buildings of this center.
Goal L-6: Well-designed Buildings that Create Coherent Development Patterns and Enhance City Streets and Public Spaces.	The proposed building has been designed to be consistent with the Architecture Review findings. The new medical research building replaces an older building and as designed will enhance the existing campus.
Policy L-48: Promote high quality, creative design and site planning that is compatible with surrounding development and public spaces.	The proposed building has been designed to be consistent with the Architecture Review findings. The new medical research building replaces an older building and as designed will enhance the existing campus.

Zoning Code Compliance Table

DEVELOPMENT STANDARDS FOR CN ZONE DISTRICT	EXISTING CONDITIONS	PROPOSED PROJECT	ZONE DISTRICT STANDARD*
Site coverage (building footprint(s))	13%	30%	30% Project Complies
Floor area (gross floor area)	24,678 sq.ft. (40%)	31,353 sq.ft. (50%)	50% FAR Project Complies
Building setbacks			
Front Welch Road (South PL) Sand Hill Road (North PL)	 54 feet 85 feet	 50 feet 50 feet	50 feet (24-ft Special Setback along Sand Hill Rd.) Complies.
Rear	N/A	N/A	10 feet. No rear, therefore project complies.
Interior Side	80 feet (west) 70 feet (east)	10 ft (west) 10 ft (east)	10 feet. Complies
Building height(s)	Two stories	41 feet and 6 inches	50 feet. Project Complies

PARKING FACILITIES

Parking Spaces	Required per PAMC 18.83	Proposed	Conformance
Vehicle spaces	1 space per 250 sq. ft.	50 spaces with 49 spaces in landscape reserve.	Conform with Director approval reduction of 20% with provision of TDM program.
Landscape Requirements	5-foot landscape perimeter, tree and shading requirement	5-foot landscape perimeter, landscape reserve.	Parking lot landscaping conforms. Proposal does not conform to shading requirements, but condition of approval incorporated to require compliance with input by City Arborist.

* For both 780 and 800 Welch Road

Attachment F

STANFORD UNIVERSITY
DEPARTMENT OF PROJECT MANAGEMENT
LAND, BUILDINGS AND REAL ESTATE

To: Elena Lee
Senior Planner City of Palo Alto
Date: Dec. 12, 2012
Subject: C. J. Huang Building ARB Submittal: Parking and Transportation Considerations
Address: 780-800 Welch Rd. Palo Alto

Parking Reduction Strategy (20% parking reduction):

1. Transportation and Parking Alternatives: The 780-800 Welch Road site is served by a network of university and public transportation options which link local and regional transportation services.
    a. Within walking distance from the site, the CalTrain commuter rail system provides an express rail service reaching from San Jose to San Francisco.
    b. AC Transit also provides a Line U Stanford Express bus line which runs a weekday express shuttle bus between the East Bay and the Stanford Campus. This service is free for Stanford faculty, staff, students, and hospital employees. The Line U Stanford Express picks up passengers from multiple East Bay locations and drops off at a number of campus locations, including 1101 Welch Rd, (less than one minute walk from 800 Welch).
    c. Samtrans (routes 280, 281) and VTA (route 35) provide daily public bus transportation within a few blocks from 800 Welch.
    d. Steps away from the site, the Stanford University Marguerite Shuttle provides a free, frequent public shuttle service which travels around campus, including to SLAC, and serves key local transit connections and destinations.

2. As part of Stanford University's transportation demand management (TDM) program, the university provides free VTA Eco Passes to hospital and university employees. This pass allows unlimited travel on VTA buses, VTA light rail, Dumbarton Express, Highway 17 Express, and the Monterey-San Jose Express. All employees in this facility will be eligible for this pass. In addition, university employees are provided free Caltrain GO Passes which allow unlimited travel on Caltrain. Major expansion of Stanford's transportation demand management program started in 2002. Since then, the drive-alone rate for university employees has dropped from 72 percent in 2002 to 48 percent in 2010.

3. The 780 -800 Welch parking facilities will be managed by Stanford's Transportation & Parking Services and will provide the following:
    a. On-site parking
    b. Employee access to university parking facilities
    c. Employee access to the existing TDM program options

Site parking management:

Stanford University through the School of Medicine and Parking and Transportation is proposing the following parking monitoring plan at the 780 -800 Welch Road site. Parking in the 780 - 800 Welch Rd. complex will include designated parking for research subjects visiting 800 Welch, handicap parking spaces, spaces for electric golf cars and vehicles, designated spaces for Stanford employees, spaces for service vehicles, and metered parking spaces. Most university employees working at the building will park in existing Stanford parking lots and either use the existing shuttle services or walk to the buildings.

If and when the changes in research subject's parking demand shows greater than 90% utilization of available designated parking for more than three days during a five-day survey period, the applicant will prepare to change the metered parking spaces to additional research subject spaces. After this change, if the research subject's parking demand continues to show greater than 90% utilization of available designated parking for more than three days during a five-day survey period, the applicant will prepare and submit to the City plans for conversion of the landscape reserve into parking facilities to meet the full zoning requirement.

City of Palo Alto

Attachment G

Department of Planning and Community Environment
250 Hamilton Avenue, 5th Floor
Palo Alto, CA 94301
(650) 329-2441 FAX (650) 329-2154
www.cityofpaloalto.org

Notice of Intent to Adopt a Negative Declaration

A notice, pursuant to the California Environmental Quality Act of 1970, as amended (Public Resources Code 21,000, et sec.) that the following project will not have a significant effect on the environment.

File Number	TAZ	APN(s)	Date
12PLN-00000-00429	N/A	142-03-008/023	January 18, 2013

Project Name	Project Type (Use)
780 Welch Road	Architectural Review

Owner	Applicant
Stanford University Land and Buildings	WRNS Studio

Project Location

The project site is located at 780 Welch Road, in the northern section of the City of Palo Alto, in the northern part of Santa Clara County, west of U.S. Highway 101 and east of State Route 82 (El Camino Real). The parcel is located between Welch Road and Sand Hill Road but is accessed via Welch Road only.

Project Description

Request by WRNS Studio on behalf of Stanford University Lands and Buildings for Architectural Review for Major Architectural Review Board review for the replacement of an existing three story 24,678 sq. ft. medical office with a new three-story 31,353 sq. ft. medical office building, including one level of below grade parking for 44 stalls, and associated site improvements. Zone District MOR.

Purpose of Notice

The purpose of this notice is to inform you that the City of Palo Alto Planning Staff has recommended that a Negative Declaration be approved for this project. City Planning Staff has reviewed the Initial Study for the project, and based upon substantial evidence in the record, finds that no significant environmental effects will occur. It should be noted that the approval of a Negative Declaration does not constitute approval of the project under consideration. The decision to approve or deny the project will be made separately.

Public Review Period:	Begins: January 18, 2013	Ends: February 7, 2013

Public Comments regarding the correctness, completeness, or adequacy of this negative declaration are invited and must be received on or before the end of the public review period. Such comments should be based on specific environmental concerns. Written comments should be addressed to the City of Palo Alto, Planning Department, 250 Hamilton Avenue, Palo Alto, CA 94301. For additional information regarding this Negative Declaration, please contact Elena Lee at 650-617-3196.

The Negative Declaration and Initial Study may be viewed at the following locations:

(1) Planning Department, 250 Hamilton Avenue, Palo Alto, CA 94301
(2) Development Center, 285 Hamilton Avenue, Palo Alto, CA 94301

Agencies sent a copy of this document:
County of Santa Clara, Office of the County Clerk-Recorder

Mitigation Measures included in the project to reduce potentially significant impacts to a less than significant level:

NA

A reporting or monitoring program must be adopted for measures to mitigate significant impacts at the time the Negative Declaration is approved, in accord with the requirements of section 21081.6 of the Public Resources Code.

Prepared by:
Elena Lee, Senior Planner

Signature

1/18/13
Date

780 Welch Road

Initial Study

Prepared by
City of Palo Alto

January 11, 2013

PROJECT DESCRIPTION

1. PROJECT TITLE

780 Welch
Palo Alto, California 94301

2. LEAD AGENCY NAME AND ADDRESS

City of Palo Alto
Department of Planning and Community Environment
250 Hamilton Ave.
Palo Alto, CA 94303

3. CONTACT PERSON AND PHONE NUMBER

Elena Lee, Senior Planner
City of Palo Alto
650-617-3196

4. PROJECT SPONSOR'S NAME AND ADDRESS

WRNS Studio
Li Kuo
501 Second Street, Suite 402
San Francisco, CA 94107

5. APPLICATION NUMBER

12PLN-000000-00429

6. PROJECT LOCATION

780 Welch Road
Palo Alto
Parcel Numbers: 142-03-008

The project site is located in the northern section of the City of Palo Alto, in the northern part of Santa Clara County, west of U.S. Highway 101 and east of State Route 82 (El Camino Real), as shown on Figure 1, *Regional Map*. It is located on the same parcel as 800 Welch Road. The parcel is located

11. OTHER PUBLIC AGENCIES

- County of Santa Clara, Office of the County Clerk-Recorder

ENVIRONMENTAL CHECKLIST AND DISCUSSION OF IMPACTS

EVALUATION OF ENVIRONMENTAL IMPACTS

1) A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. **[A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e. g. the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e. g. the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).]**

2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.

3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.

4) "(Mitigated) Negative Declaration: Less Than Significant With Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from Section 17, "Earlier Analysis," may be cross-referenced).

5) Earlier analysis may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063 (C)(3) (D). In this case, a brief discussion should identify the following:
   a) Earlier Analysis Used. Identify and state where they are available for review.
   b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
   c) Mitigation Measures. For effects that are "Less than Significant with Mitigation Measures Incorporated," describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.

6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g. general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.

7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.

8) The explanation of each issue should identify:
   a) the significance criteria or threshold, if any, used to evaluate each question; and
   b) the mitigation measure identified, if any, to reduce the impact to less than significance.

DISCUSSION OF IMPACTS

The following Environmental Checklist was used to identify environmental impacts, which could occur if the proposed project is implemented. The left-hand column in the checklist lists the source(s) for the answer to each question. The sources cited are identified at the end of the checklist. Discussions of the basis for each answer and a discussion of mitigation measures that are proposed to reduce potential significant impacts are included.

A. AESTHETICS

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Substantially degrade the existing visual character or quality of the site and its surroundings?	1, 5			X	
b) Have a substantial adverse effect on a public view or view corridor?	1, 2, 5 Map L4				X
c) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	1, 2, 5 Map L4			X	
d) Violate existing Comprehensive Plan policies regarding visual resources?	1, 2, 5			X	
e) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	1, 5			X	
f) Substantially shadow public open space (other than public streets and adjacent sidewalks) between 9:00 a.m. and 3:00 p.m. from September 21 to March 21?	1, 5				X

DISCUSSION:

The subject site is not located near a view corridor, as shown in the Comprehensive Plan 1998 – 2010 and therefore would not impede views through a corridor. The project is subject to final review by the Architectural Review Board (ARB), which will ensure a design that is aesthetically pleasing and compatible with its surroundings. The project has been designed to be compatible with the scale of the surrounding development in the area.

Mitigation Measures: None

Significance after Mitigation: NA

B. AGRICULTURAL RESOURCES

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland.

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	1				X
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	1, 2, MapL9,				X
c) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use?	1				X

DISCUSSION:

The site is not located in a "Prime Farmland", "Unique Farmland", or "Farmland of Statewide Importance" area, as shown on the maps prepared for the Farmland Mapping and Monitoring Program of the California Resources Agency. The site is not zoned for agricultural use, and is not regulated by the Williamson Act.

Mitigation Measures: None

Significance after Mitigation: NA

C. AIR QUALITY

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with or obstruct with implementation of the applicable air quality plan (1982 Bay Area Air Quality Plan & 2000 Clean Air Plan)?	1			X	
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation indicated by the following:	1			X	
i. Direct and/or indirect operational emissions that exceed the Bay Area Air	1			X	

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
Quality Management District (BAAQMD) criteria air pollutants of 80 pounds per day and/or 15 tons per year for nitrogen oxides (NO), reactive organic gases (ROG), and fine particulate matter of less than 10 microns in diameter (PM_{10});					
ii. Contribute to carbon monoxide (CO) concentrations exceeding the State Ambient Air Quality Standard of nine parts per million (ppm) averaged over eight hours or 20 ppm for one hour(as demonstrated by CALINE4 modeling, which would be performed when a) project CO emissions exceed 550 pounds per day or 100 tons per year; or b) project traffic would impact intersections or roadway links operating at Level of Service (LOS) D, E or F or would cause LOS to decline to D, E or F; or c) project would increase traffic volumes on nearby roadways by 10% or more)?	1, 10			**X**	
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	1			**X**	
d) Expose sensitive receptors to substantial levels of toxic air contaminants?	1			**X**	
i. Probability of contracting cancer for the Maximally Exposed Individual (MEI) exceeds 10 in one million	1			**X**	
ii. Ground-level concentrations of non-carcinogenic TACs would result in a hazard index greater than one (1) for the MEI	1			**X**	
e) Create objectionable odors affecting a substantial number of people?	1			**X**	
f) Not implement all applicable construction emission control measures recommended in the *Bay Area Air Quality Management District CEQA Guidelines?*	1			**X**	

DISCUSSION:

The subject site is in an area of mixed uses including office, hospital and residential uses near Stanford University and the hospital campus. According to the Comprehensive Plan, the property is not located in an area that contains uses or activities that are major pollutant emitters. The project consists of a similar building with a small increase of 6,675 sq. ft. and is not expected to result in a significant impact on air quality.

The project will result in temporary dust emissions during demolition, grading and construction activities. The impacts are expected to be greatest during demolition. Therefore, the following conditions of approval will be incorporated as part of an approved demolition and construction management plan secured before building permit issuance.

- Demolition activities shall be conducted in such a manner that will minimize dust and another airborne particulate matter. The contractor or builder shall water debris during demolition and before transport to an off-site facility.
- Areas of exposed earth surfaces during demolition, grading and construction shall be watered in the early morning and early evening.
- Avoid overloading of trucks so that potential spillage in the public right-of-way is minimized. The contractor shall be required to clean up all spillage in the public right of-way.
- Submit a plan for the recovery/recycling of demolition waste and debris before the issuance of a demolition permit.

The standard conditions would result in impacts that are less than significant.

Mitigation Measures: None

Significance after Mitigation: NA

D. BIOLOGICAL RESOURCES

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	1, 2, MapN1			X	
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations, including federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	1, 2, MapN1			X	
c) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	1,2 MapN1			X	
d) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or as defined by the City of	1, 2,			X	

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
Palo Alto's Tree Preservation Ordinance (Municipal Code Section 8.10)?	5,12, 16				
e) Conflict with any applicable Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	1, 2			X	

DISCUSSION:

A tree evaluation was prepared by an arborist and submitted with the application. The tree survey showed that there are 63 trees, which includes 29 Coast Live Oak trees, located mostly on the north side border. All of the Coast Live Oak trees are proposed to be retained. Sixteen trees are proposed to be removed. The species proposed to be removed comprise of Modesto Ash, Chinese Elm, Camphor, and Flooded Gum. The project also includes the transplanting of a Victorian Box and two Chilean Mayten Trees. A tree protection plan has been prepared to provide for the survival of the trees during the construction process. Conditions of approval with input by the planning arborist will be included to replace the three transplanted trees and/or require the provision of a security deposit if they do not survive. The project would contain conditions of approval that would protect the street trees, the oak trees, and other significant trees during demolition, grading and construction. The trees would be protected to the satisfaction of the Planning Division and Public Works Department Arborists, based upon the requirements of the City of Palo Alto's *Tree Technical Manual*. Any damage to the trees would be treated in accordance with *the Tree Technical Manual.* The landscape plan will be reviewed through the Architectural Review process to ensure compliance with all requirements. The implementation of standard conditions would result in impacts that are less than significant.

Mitigation Measures: None

Significance after Mitigation: NA

E. CULTURAL RESOURCES

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Directly or indirectly destroy a local cultural resource that is recognized by City Council resolution?	1, 2, 5 L7				X
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to 15064.5?	1, 2 MapL8			X	
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	1, 2 MapL8			X	
d) Disturb any human remains, including those interred outside of formal cemeteries?	1,2 MapL8			X	

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
e) Adversely affect a historic resource listed or eligible for listing on the National and/or California Register, or listed on the City's Historic Inventory?	1, 2, 5, 14, MapL7				X
f) Eliminate important examples of major periods of California history or prehistory?	1, 5, 14, 17			X	

DISCUSSION:

A cultural resource report was prepared for this project. The report concluded that the building, although more than 50 years old, did not constitute a cultural resource and was not identified on any historic resource list. The City of Palo Alto Historic Preservation Planner concurred with the report's assessment. Therefore, the demolition of such a structure would not create a significant historic resource impact. The project site is located in an area of moderate to high sensitivity in terms of archaeological resource areas, as indicated in the City of Palo Alto Comprehensive Plan, 1998-2010. The proposed project does not include a basement level. Based on existing conditions and the extent of the proposed project, no significant impacts are expected. If approved, the project would contain conditions in the form of instructions in the case of the discovery of any cultural resources during demolition or construction. The standard conditions would result in impacts that are less than significant.

Mitigation Measures: None

Significance after Mitigation: NA

F. GEOLOGY, SOILS AND SEISMICITY

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:	See below				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	6			X	
ii) Strong seismic ground shaking?	2, MapN10			X	
iii) Seismic-related ground failure, including liquefaction?	2			X	

	MapN5				
iv) Landslides?	2 MapN5				X
b) Result in substantial soil erosion or the loss of topsoil?	1, 5			X	
c) Result in substantial siltation?	1, 5			X	
d) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	2, MapN5			X	
e) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?	MapN5			X	
f) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?	1				X
g) Expose people or property to major geologic hazards that cannot be mitigated through the use of standard engineering design and seismic safety techniques?	4			X	

DISCUSSION:

The entire state of California is in a seismically active area and the site located in a strong seismic risk area, subject to strong ground shaking in the event of an earthquake. Seismic ground failure, including liquefaction and subsidence of the land are possible, but not likely at the site. No known faults cross the project site; therefore fault rupture at the site is very unlikely, but theoretically possible. The site is located in an area of expansive soils. All new construction will be subject to the provisions of the most current Uniform Building Code (UBC), portions of which are directed at minimizing seismic risk and preventing loss of life and property in the event of an earthquake.

The City's required standard conditions of approval ensure that potential impacts on erosion and soil will not be significant. Project conditions of approval will require the applicant to submit a final grading and drainage plan subject to review by the Department of Public Works prior to issuance of any grading and building permits.

Mitigation Measures: None

Significance after Mitigation: NA

G. GREENHOUSE GAS EMISSIONS

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Generate greenhouse gas emissions, either	1,5,7			X	

	directly or indirectly, that may have a significant impact on the environment?					
b)	Conflict with any applicable plan, policy or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases?	1,5,7			X	

DISCUSSION:

The San Francisco Bay Area Air Basin (SFBAAB) is currently designated as a nonattainment area for state and national ozone standards and national particulate matter ambient air quality standards. SFBAAB's nonattainment status is attributed to the region's development history. Past, present and future development projects contribute to the region's adverse air quality impacts on a cumulative basis. By its very nature, air pollution is largely a cumulative impact. No single project is sufficient in size to, by itself, result in nonattainment of ambient air quality standards. Instead, a project's individual emissions contribute to existing cumulatively significant adverse air quality impacts. If a project's contribution to the cumulative impact is considerable, then the project's impact on air quality would be considered significant.

The Bay Area Air Quality Management District's (BAAQMD) approach to developing a Threshold of Significance for Green House Gas (GHG) emissions is to identify the emissions level for which a project would not be expected to substantially conflict with existing California legislation adopted to reduce statewide GHG emissions needed to move us towards climate stabilization. If a project would generate GHG emissions above the threshold level, it would be considered to contribute substantially to a cumulative impact, and would be considered significant.

The Thresholds of Significance for operational-related GHG emissions are:

- For land use development projects, the threshold is compliance with a qualified GHG reduction Strategy; or annual emissions less than 1,100 metric tons per year (MT/yr) of CO2e; or 4.6 MT CO2e/SP/yr (residents + employees). Land use development projects include residential, commercial, industrial, and public land uses and facilities.
- For stationary-source projects, the threshold is 10,000 metric tons per year (MT/yr) of CO2e. Stationary-source projects include land uses that would accommodate processes and equipment that emit GHG emissions and would require an Air District permit to operate. If annual emissions of operational-related GHGs exceed these levels, the proposed project would result in a cumulatively considerable contribution of GHG emissions and a cumulatively significant impact to global climate change.

The BAAQMD has established project level screening criteria to assist in the evaluation of impacts. If a project meets the screening criteria and is consistent with the methodology used to develop the screening criteria, then the project's air quality impacts may be considered less than significant. For a "General Office building" land use, the facility would need to be 53,000 square feet or larger to have a significant impact for Green House Gases (BAAQMD CEQA Air Quality Guidelines, 06/2010; Table 3-1, Operational-Related Criteria Air Pollutant and Precursor Screening Level Sizes). The proposed project does not exceed the significance thresholds established by the BAAQMD; the proposed medical office project is 31,353 square feet.

Mitigation Measures: None Required

H. HAZARDS AND HAZARDOUS MATERIALS

Note: Some of the thresholds can also be dealt with under a topic heading of ***Public Health and Safety*** *if the primary issues are related to a subject other than hazardous material use.*

Issues and Supporting Information Resources	Sources	Potentially	Potentially	Less Than	No

Would the project:		Significant Issues	Significant Unless Mitigation Incorporated	Significant Impact	Impact
a) Create a significant hazard to the public or the environment through the routing transport, use, or disposal of hazardous materials?	1, 11			X	
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	1,11			X	
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	1, 11			X	
d) Construct a school on a property that is subject to hazards from hazardous materials contamination, emissions or accidental release?					X
e) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	1, 2, 5 MapN9				X
f) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	1				X
g) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working the project area?	1				X
h) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	1, 2, 11 MapN7			X	
i) Expose people or structures to a significant risk of loss, injury, or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	2 MapN7				X
j) Create a significant hazard to the public or the environment from existing hazardous materials contamination by exposing future occupants or users of the site to contamination in excess of soil and ground water cleanup goals developed for the site?	1				X

DISCUSSION:

The existing use is for medical research where there are some hazardous chemicals used and stored. The site has a Hazardous Materials Storage permit issued by the City of Palo Alto and would be required to obtain one for the future building. A standard condition of approval would require the project to meet closure requirements for the

existing building and current hazardous material storage requirements per the Palo Alto Municipal Code, California Fire Code and Health and Safety Code. The aggregate quantity of the chemicals meets Fire Department thresholds and does not involve any EPA listed Extremely Hazardous Substances. Additionally, the project would not require the installation or removal of any aboveground or underground storage tanks or sumps. The site is not located near any known hazardous materials facilities.

Mitigation Measures: None

Significance after Mitigation: NA

I. HYDROLOGY AND WATER QUALITY

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements?	1,			X	
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	2 MapN2			X	
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	1, 5			X	
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?	1, 5, 9			X	
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	1, 9			X	
f) Otherwise substantially degrade water quality?	1, 5,				X
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	1, 5, 2 Map N6				X
h) Place within a 100-year flood hazard area					

	structures which would impede or redirect flood flows?	2 MapN6				X
i)	Expose people or structures to a significant risk of loss, injury or death involve flooding, including flooding as a result of the failure of a levee or dam or being located within a 100-year flood hazard area?	2, 6 MapN6 N8			X	
j)	Inundation by seiche, tsunami, or mudflow?	2, 6 MapN6 N8			X	
k)	Result in stream bank instability?	1, 5				X

DISCUSSION:
The site is in Flood Zone X, which is not a special flood hazard zone. During demolition, grading and construction, storm water pollution could result. Runoff from the project site flows to the San Francisco Bay without treatment. Nonpoint source pollution is a serious problem for wildlife dependant on the waterways and for people who live near polluted streams or baylands. Therefore, conditions of approval, incorporated as part of an approved demolition and construction management plan (secured before building permit issuance) would include the following:

- Before submittal of plans for a building permit, the applicant shall submit a drainage plan which includes drainage patterns on site and from adjacent properties.
- The Applicant shall identify the Best Management Practices (BMP's) to be incorporated into a Storm Water Pollution Prevention Plan (SWPPP) for the project. The SWPPP shall include both temporary BMP's to be implemented during demolition and construction.

The standard conditions would result in impacts that are less than significant.

Mitigation Measures: None

Significance after Mitigation: NA

J. LAND USE AND PLANNING

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Physically divide an established community?	1, 5				X
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	1, 3, 5			X	
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?	1, 2 Map N1				X
d) Substantially adversely change the type or	1, 2, 3, 5			X	

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
intensity of existing or planned land use in the area?					
e) Be incompatible with adjacent land uses or with the general character of the surrounding area, including density and building height?	1, 5			X	
f) Conflict with established residential, recreational, educational, religious, or scientific uses of an area?	1, 5			X	
g) Convert prime farmland, unique farmland, or farmland of statewide importance (farmland) to non-agricultural use?	1				X

DISCUSSION:

800 Welch Road is designated as Research/Office Park in the Palo Alto 1998-2010 Comprehensive Plan and MOR in the Municipal (Zoning) Code. This land use designation is intended for office, research and manufacturing establishments. The zoning designation allows research and office uses. The medical/research office building is consistent with both of these designations, including all of the development standards. The project is subject to final review by the Architectural Review Board, which will ensure a design that is aesthetically pleasing and compatible with its surroundings.

The Comprehensive Plan Policy L-8 establishes a limit of 3,257,900 sq. ft. of new non-residential development for nine planning areas evaluated in the 1989 Citywide Land Use and Transportation Study (1989 Study). The subject site is part of the Sand Hill Road Corridor planning sub-area. The Sand Hill Road Corridor planning area currently exceeds the maximum allowed area specific square footage by 6,000 sq. ft. The proposed 30,967 sq. ft. building would substantially add to the excess square footage. However, development that would result in square footage beyond the sub-area cap can be found to comply with Policy L-8, provided that the overall city cap of 3,257,900 sq. ft. would not be exceeded and if a traffic analysis shows that the project would not cause any of the 11 key intersections identified in the 1989 Study to exceed the Levels of Service identified in the 1989 Study buildout levels. A traffic analysis was completed that showed that the incremental amount of additional square footage generated an addition of only 14 new peak hour trips in the morning peak hour and 12 new evening peak hour trips. The number of trips and distance of the subject site from the majority of the 11 intersections would not cause any of those intersections to exceed the buildout Level of Service. The traffic study completed by the traffic consultant and staff showed that the project would comply with Policy L-8.

The site is not located in a "Prime Farmland", "Unique Farmland", or "Farmland of Statewide Importance" area, as shown on the maps prepared for the Farmland Mapping and Monitoring Program of the California Resources Agency. The site is not zoned for agricultural use, and is not regulated by the Williamson Act.

Mitigation Measures: None

Significance after Mitigation: NA

K. MINERAL RESOURCES

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	1,				X
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	1,				X

DISCUSSION:

The project will not impact known mineral or locally important mineral resources.

Mitigation Measures: None Required.

L. NOISE

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	1, 2, 5,			X	
b) Exposure of persons to or generation of excessive ground borne vibrations or ground borne noise levels?	1, 2, 5			X	
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	1			X	
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	1			X	
e) For a project located within an airport land use plan or, where such a plan has not been adopted, would the project expose people residing or working in the project area to excessive noise levels?	1				X
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	1			X	
g) Cause the average 24 hour noise level (Ldn) to increase by 5.0 decibels (dB) or more in an existing residential area, even if the Ldn would remain below 60 dB?	5			X	
h) Cause the Ldn to increase by 3.0 dB or more in an existing residential area, thereby causing the	5			X	

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
Ldn in the area to exceed 60 dB?					
i) Cause an increase of 3.0 dB or more in an existing residential area where the Ldn currently exceeds 60 dB?	5			X	
j) Result in indoor noise levels for residential development to exceed an Ldn of 45 dB?	5			X	
k) Result in instantaneous noise levels of greater than 50 dB in bedrooms or 55 dB in other rooms in areas with an exterior Ldn of 60 dB or greater?	5			X	
l) Generate construction noise exceeding the daytime background Leq at sensitive receptors by 10 dBA or more?	5			X	

DISCUSSION:

Noise from the proposed medical office use would primarily be generated by roof top mechanical equipment. This will consist of HVAC equipment on top of the third floor. The City's Municipal Code requires that all equipment would meet the City's Noise Ordinance (PAMC Chapter 9.10).

Demolition and Construction Activities will result in temporary increases in local ambient noise levels. In addition, there may be increases in ground-borne vibrations resulting from demolition and construction. Therefore, conditions of approval, incorporated as part of an approved demolition and construction management plan (secured before building permit issuance) would include the following:

- Require implementation of and compliance with the City of Palo Alto's Noise Ordinance (PAMC 9.10). In addition, construction hours shall be established as per the construction management plan to minimize disturbance to surrounding residents, visitors, and businesses.

Mitigation Measures: None

Significance after Mitigation: NA

M. POPULATION AND HOUSING

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	1, 5				X
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	1			X	

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?	1			X	
d) Create a substantial imbalance between employed residents and jobs?	1			X	
e) Cumulatively exceed regional or local population projections?	1			X	

DISCUSSION:

With the demolition and replacement of a three story medical office building, there is no net loss in the number of existing housing units and would not increase population growth or displace a substantial number of existing housing units or create the need for replacement housing elsewhere.

Mitigation Measures: None

Significance after Mitigation: NA

N. PUBLIC SERVICES

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:					
Fire protection?	11			X	
Police protection?	1			X	
Schools?	1			X	
Parks?	1			X	
Other public facilities?	1			X	

DISCUSSION:
There would not be any substantial change in required services, including Fire, Police, Schools, Parks and other public facilities as a result of the proposed project.

Mitigation Measures: None

Significance after Mitigation: NA

O. RECREATION

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	1,5			X	
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	1, 5				X

DISCUSSION:
The proposed medical office building would not cause a substantial change to the demand of recreation services.

Mitigation Measures: None

Significance after Mitigation: NA

P. TRANSPORTATION AND TRAFFIC

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Cause an increase in traffic which is substantial in relation to the existing traffic load and capacity of the street system (i.e., result in a substantial increase in either the number of vehicle trips, the volume to capacity ratio on roads, or congestion at intersections)?	1, 10, 15			X	
b) Exceed, either individually or cumulatively, a level of service standard established by the					

county congestion management agency for designated roads or highways?	1, 10, 15			X	
c) Result in change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	1				X
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	1, 5				X
e) Result in inadequate emergency access?	1,11			X	
f) Result in inadequate parking capacity?	1, 10			X	
g) Conflict with adopted policies, plans, or programs supporting alternative transportation (e.g., pedestrian, transit & bicycle facilities)?	1, 10, 15			X	
h) Cause a local (City of Palo Alto) intersection to deteriorate below Level of Service (LOS) D and cause an increase in the average stopped delay for the critical movements by four seconds or more and the critical volume/capacity ratio (V/C) value to increase by 0.01 or more?	1, 10, 15			X	
i) Cause a local intersection already operating at LOS E or F to deteriorate in the average stopped delay for the critical movements by four seconds or more?	1, 10, 15			X	
j) Cause a regional intersection to deteriorate from an LOS E or better to LOS F or cause critical movement delay at such an intersection already operating at LOS F to increase by four seconds or more and the critical V/C value to increase by 0.01 or more?	1, 10, 15			X	
k) Cause a freeway segment to operate at LOS F or contribute traffic in excess of 1% of segment capacity to a freeway segment already operating at LOS F?	1, 10, 15			X	
l) Cause any change in traffic that would increase the Traffic Infusion on Residential Environment (TIRE) index by 0.1 or more?	1, 10			X	
m) Cause queuing impacts based on a comparative analysis between the design queue length and the available queue storage capacity? Queuing impacts include, but are not limited to, spillback queues at project access locations; queues at turn lanes at intersections that block through traffic; queues at lane drops; queues at one intersection that extend back to impact other intersections, and spillback queues on ramps.	1, 10			X	
n) Impede the development or function of planned pedestrian or bicycle facilities?	1, 10				X

o) Impede the operation of a transit system as a result of congestion?	1, 10			X	
p) Create an operational safety hazard?	1, 11			X	

DISCUSSION:

A traffic analysis was completed that showed that the incremental amount of additional square footage generated an addition of only 18 new peak hour trips in the morning peak hour and 15 new evening peak hour trips. The incremental number of trips would not cause any traffic impacts. The project is providing the required number of parking spaces. The Palo Alto Municipal Code (PAMC) requires the provision of 198 parking spaces with the Director approved parking reduction of 20% with a Transportation Demand Management program. The applicant is also proposing to construct 149 parking spaces and to defer the remaining 49 spaces. The applicant would construct a landscape reserve in lieu of those 49 spaces, as permitted by the PAMC Chapter 18.52.050 (b). If parking demand increases, the applicant would be able to construct the remaining 49 spaces in the future. The applicant would be required to submit an Architectural Review application for the additional parking spaces.

Mitigation: None

Significance after Mitigation: NA

Q. UTILITIES AND SERVICE SYSTEMS

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	1, 13			X	
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	1, 13			X	
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	1, 13			X	
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	1, 13			X	
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has inadequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	1, 13			X	
f) Be served by a landfill with sufficient				X	

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
permitted capacity to accommodate the project's solid waste disposal needs?	1				
g) Comply with federal, state, and local statutes and regulations related to solid waste?	1			X	
h) Result in a substantial physical deterioration of a public facility due to increased use as a result of the project?	1			X	

DISCUSSION:

The proposed project would not significantly increase the demand on existing utilities and service systems, or use resources in a wasteful or inefficient manner. As standard conditions of approval, the applicant shall be required to submit calculations by a registered civil engineer to show that the on-site and off site water, sewer and fire systems are capable of serving the needs of the development and adjacent properties during peak flow demands. Trash and recycling facilities are proposed in the project to accommodate the expected waste and recycling streams that would be generated by the expected uses within the building.

Mitigation Measures: None

Significance after Mitigation: NA

R. MANDATORY FINDINGS OF SIGNIFICANCE

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	1, 2			X	
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	1, 2			X	

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	1, 2			X	

DISCUSSION:

The project does not have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal. The proposed project would not eliminate and important example of California history.

The project does not have impacts that are individually limited, but cumulatively considerable nor does it have substantial environmental effects which will cause substantial adverse effects on human beings either directly or indirectly. The project is located within the City's commercial downtown area where there are other projects that are under review and planned for the future. These projects are redevelopment projects where existing buildings are either rehabilitated or demolished and replaced. This infill development does not result in considerable effects to the environment.

SOURCE REFERENCES -

1. Project Planner's knowledge of the site and the proposed project
2. Palo Alto Comprehensive Plan 1998-2010 & Maps L-4, L-7, L-8, L-9, N-1, N-2, N-3, N-5, N-6, N-8, N-10, T-7, T-8
3. Palo Alto Municipal Code, Title 18 – Zoning Ordinance
4. Required compliance with the Uniform Building Code (UBC) Standards for Seismic Safety and Windload
5. Project Plans and applicant submittals, dated October 23, 2012 and December 13, 2013
6. Alquist-Priolo Earthquake Fault Zoning Map 2002
7. Palo Alto Tree Technical Manual, Municipal Code Chapter 8.10.030, June 2001
8. FEMA Flood Map, Community Panel Map #060348 0005DX, dated 9/6/89
9. City of Palo Alto Public Works Engineering Division, written comments on project.
10. City of Palo Alto Transportation Division, written comments on project.
11. City of Palo Alto Public Works Department, written comments on project.
12. Arborist Report, Prepared by Mick Bench, October 16, 2012.
13. City of Palo Alto Utilities - Water, Gas Wastewater Department, written comments.
14. City of Palo Alto Utilities - Electric Engineering
15. Cultural Resource Report for 800 Welch Road, March 8, 2012.
16. Traffic Impact Analysis for 800 Welch Road, Prepared by Fehr and Peers, October 11, 2012

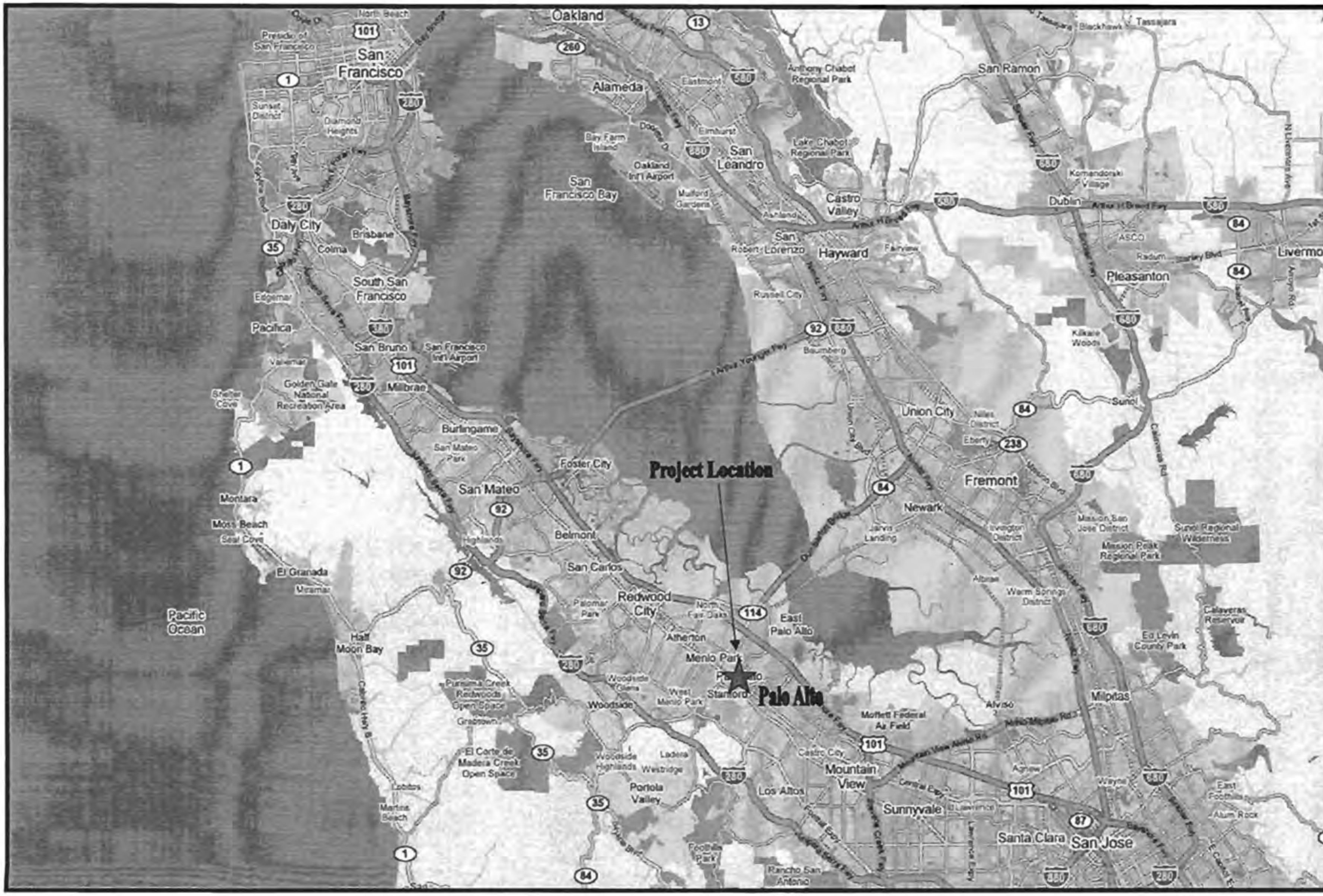
DETERMINATION

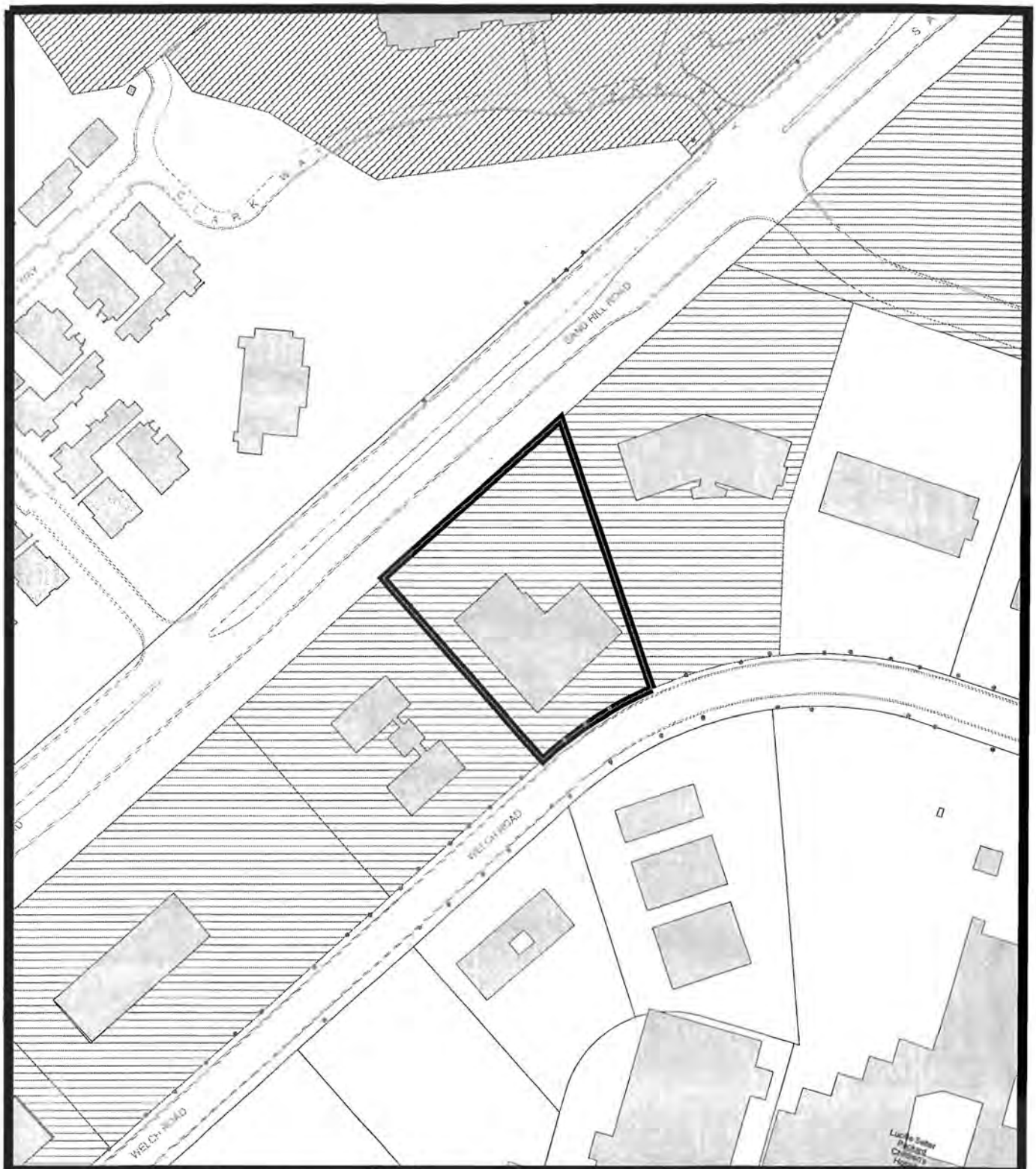
On the basis of this initial evaluation:

I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.	**X**
I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.	
I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.	
I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect: 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.	
I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.	

Project Planner — **Date** 1-18-13

Director of Planning and Community Environment — **Date**


Project Location
Palo Alto
San Francisco
Oakland
Alameda
San Leandro
Castro Valley
Hayward
San Lorenzo
San Ramon
Dublin
Pleasanton
Livermore
Union City
Fremont
Newark
East Palo Alto
Menlo Park
Stanford
Redwood City
San Carlos
Belmont
San Mateo
Foster City
Burlingame
Millbrae
San Bruno
South San Francisco
Brisbane
Daly City
Pacifica
Half Moon Bay
Montara
Moss Beach
El Granada
Woodside
Portola Valley
Los Altos
Mountain View
Sunnyvale
Santa Clara
San Jose
Milpitas
Sunol
San Francisco Bay
Pacific Ocean



The City of Palo Alto

780 Welch Road
Figure 2 - Vicinity Map

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

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(\\co-maps\gis$\gis\admin\Personal\Planning.mdb)