



# **Architectural Review Board**

# Staff Report

Agenda Date:	May 2, 2013				
То:	Architectural Review Board				
From:	Margaret Netto, Contract Planner	Department: Planning and Community Environment			
Subject:	<b>2755 El Camino Real [13PLN- 00138]:</b> Request by the Hayes Group on behalf of the Pollack Financial Group, Inc., for preliminary Architectural Review of the construction of a new four-story, mixed-use building with three stories of below grade parking on a 19,563 square foot lot (formerly a 'park-and-ride' parking lot). The Council conducted a preliminary review session in February 2013 regarding the potential project. The Planning and Transportation Commission has not yet conducted the Planned Community initiation. Zone District: PF.				

# RECOMMENDATION

Staff recommends that the Architectural Review Board (ARB) conduct a preliminary review of the 2755 El Camino Real conceptual development plans, and provide comments on the design to staff and the applicant. No formal action may be taken at a preliminary review public hearing. Comments made at a preliminary architectural review public hearing are neither binding on the City nor on the applicant.

## SITE INFORMATION

The project site is a 19,563 square foot parcel, located on the northeast corner of El Camino Real and Page Mill Road (see location map, Attachment A). The subject site is zoned Public Facilities, and the Comprehensive Plan land use designation is Major Institution/ Special Facilities. It is a vacant surplus parking lot previously owned by Valley Transportation Authority (VTA) and recently sold to the applicant.

## Surrounding Sites

The southern corner (3000 Page Mill Road) of the Page Mill/EL Camino Real intersection is the ten-story Palo Alto Square commercial complex (PC 4637), which includes at-grade landscaped parking facilities located adjacent to the street frontage. The four-story Sunrise Assisted Living Facility (a Planned Community, PC 4831) with one level of below grade parking facilities, is located adjacent to and northwest of the subject property. Adjacent to and northeast of the subject site is PC-4463, a three-story residential condominium complex (The Silverwood), which includes

one level of underground parking. The southeast corner of Page Mill Road and El Camino Real is developed with the two-story AT&T retail building and associated parking lot. The site is adjacent to the AT&T on Page Mill Road (423-451 Page Mill Road) was recently amended from single family residential zoning and land use designation to the Commercial Service (CS) zone and land use designation. The AT&T building is adjacent to the three-story mixed-use building at 2825 El Camino Real, which is next to a vacant lot approved for development of a one-story commercial building. The westerly corner of the intersection is the Mayfield Soccer Complex, on a 5.9 acre site zoned PF (AS3).

# BACKGROUND

On February 11, 2013, the City Council conducted a Preliminary Review ('Prescreening') of the proposed rezoning of this site to a Planned Community (PC) zoning, for the proposed development of a four-story commercial building with associated parking. The application for Planned Community would also need to include a request for a Comprehensive Plan Amendment, to change the site's Land Use Designation. The Council provided the following comments during the Prescreening session:

- Additional analysis and quantification of the public benefits should be conducted;
- This is a highly visible location, therefore architecture and attention to massing are particularly important;
- The relationship between the building and the sidewalk should be improved;
- The open space plaza does not appear to be designed for public use;
- Some Councilmembers expressed concern about the 50-foot tall, flat roof;
- Overall, the architecture should have a "warmer" feel.

# **PROJECT DESCRIPTION**

The project is a new four-story, 31,740 square foot (sq. ft.) commercial building with three levels of underground parking spaces, on a 19,563 sq. ft., corner site with a 1.62 Floor Area Ratio (FAR). The applicant envisions a professional office and surface parking on the ground level as well as below grade, and office use on the remaining three commercial floors.

The building concept includes a concrete frame, cut stone, plaster finish and window glazing system. Vehicular ingress to the site and garage would be provided via right turn only from El Camino Real, with right turn only onto El Camino Real. The modern design includes two-story tall, two-sided structural-glazed windows, with deep window shades fronting El Camino Real and Page Mill Road. At grade level, the building would be recessed back at the corner to provide a connection between the sidewalk and the public plaza. A low planter wall with accent planting provides a backdrop to the plaza space and screens the parking area. Integral planters at the street level would form a building base, with clear, frameless glass windows allowing visual access into the ground floor level, similar to the windows of the AT&T building across Page Mill Road.

The Landscape Plan includes a 12 foot wide public sidewalk along Oregon Expressway and a 15 foot wide sidewalk along El Camino Real. Both streets include a series of street trees in tree grates. The low planter wall is proposed at back of walk. The accent plant materials incorporate a variety of color and texture to soften the edge between the building and sidewalk. The perimeter planting provides screen planting.

The project would provide a total of 115 vehicle parking spaces where 134 parking spaces would be the standard parking requirement for general office use. The project is potentially eligible for a parking adjustment, up to a 20 percent reduction, if deemed appropriate by the Director of Planning and Community Development (and in this case, the City Council). At the City Council Study Session, Council suggested a 10% parking reduction would be appropriate, subject to providing a Transportation Demand Management (TDM) plan. Assuming a 10% reduction, the project would need to provide 121 parking spaces on site, if the building is to be entirely office use. Short-term bicycle parking spaces are proposed near the main entrance of the building and long-term bicycle parking would be provided in a secured portion in the basement parking area.

The project application would include a Design Enhancement Exception (DEE) request. The DEE request is to allow the upper portion of the rear stair tower to encroach into a 45 degree daylight plane from the northern rear property line (commencing at 10 feet above grade plane).

# **DISCUSSION**

The plans incorporate some of the comments noted at the Council Prescreening session:

- The fourth story has been stepped back with an outdoor terrace area breaking up the massing from the street;
- The fourth story terrace breaks up the flat roof appearance;
- The plaza area has been enlarged for public use. The area includes accent paving bands, stainless steel bollards and decorative bike racks. These elements define the public space and guide pedestrians to the building entry;
- The building is set back from the property line creating a relationship between the building and the sidewalk. The deep window shades provide for a "warmer" feel to the building as opposed to the original design with the elliptical wall shape with full height glass.

## Building, Height, Mass

The plans indicate a building height of 50-feet above grade, generally consistent with the PF, CS and PC zoning. The roof screen would extend an additional eight feet above the roof. The DEE request is to allow the upper portion of the rear stair tower to encroach into a 45 degree daylight plane from the northern rear property line (commencing at 10 feet above grade plane). Staff requests the ARB to discuss how the building would fit into the existing street context, and the DEE request.

## Context-Based Design Criteria

According to Section 18.16.090 of the Palo Alto Municipal Code, "compatibility is achieved when apparent scale and mass of new buildings is consistent with the pattern of achieving a pedestrian oriented design, and when new construction shares general characteristics and establishes design linkages with the overall pattern of buildings, so that the visual unity of the street is maintained". The proposal does achieve a pedestrian-oriented design with floor to ceiling storefront glazing, a recessed entry, and columns that would create a colonnade. The building would be set back from the El Camino Real/Page Mill Road corner. The Sunrise Assisted Living Facility and Silverwood condominium complex is very similar in height, mass and articulation.

The scale of the street facing facades is generally pedestrian-oriented. One element that the proposed building does have in common with the some of the taller buildings in close proximity is a recessed entry.

The building in the concept plans generally appears to be compliant with the majority of the Context-Based Design Criteria of the Zoning Code. However, a recent Council colleague's memo requested the staff revise applicable guidelines relating to sidewalk widths and the pedestrian relationship to buildings. One consideration is the use of landscaping to mitigate the size of buildings and create greater pedestrian comfort.

The ARB is requested to discuss the project's compatibility in the areas of scale, mass, pedestrian oriented design, given the site's context. The conceptual plans show an architectural style compatible with some of the buildings on the street, intended to create a visual unity of the street's buildings.

# El Camino Real Development

Three guidelines are applicable to this site: (1) El Camino Real Design Guidelines (ECR Guidelines), (2) South El Camino Real Guidelines, recommended by ARB in 2002 (South ECR Guidelines), (3) El Camino Real Master Schematic Design Plan, 2003 Draft (Design Plan), and (4) Context Based Guidelines found in the Palo Alto Municipal Code.

<u>South ECR Guidelines</u>: The project is located within the California Avenue Strategic Site Pedestrian-Oriented Node, "the properties at the intersection of Page Mill Road and El Camino Real need to be architecturally prominent, with a strong street presence so that they serve as anchors, for the southern end of the district". As defined on Page 14, the "VTA center at the corner of Page Mill and El Camino Real"- where a more intensive use of the site should be designed - "to take advantage of the prominent location" and supports pedestrian activities. The project would provide three levels of subsurface parking, which is desirable. Buildings should face El Camino Real parallel to the El Camino Real right-of-way, but would need to provide a prominent entry to reflect human scale. Also as noted, "The El Camino Real frontage should feature extensive windows." The project does provide extensive glazing on the façade, providing a strong street presence. The ARB should consider the massing at the corner, which may dominate the corner. Building "step-backs", or landscape "softening" may be desirable in order to mitigate the size of the building façade as perceived from a pedestrian standpoint.

<u>ECR Guidelines</u>: The project is subject to the 1979 guidelines with respect to spacing of street trees, signage, architecture and building colors. The applicable sections are as follows:

<u>Trees</u>: The ECR Guidelines call for street tree spacing every 25 feet (Page 2, top) or 30 feet (page 2, bottom); whereas the ECR Master Schematic Design Plan calls for London Plane street trees in this segment of El Camino Real, planted 22 to 23 feet on center, in 4' x 6' tree wells, and pruned to provide 14' feet of clearance below to allow for truck and bus traffic. The concept plan does indicate London Plane street trees.

- <u>Signage</u>: There are a few relevant statements, such as: "Signs on ECR are limited to ½ to 2/3 the maximum size permitted by the sign ordinance'; "Wall signs should appear as though the building and the sign were designed together"; "The sign should not appear as if it were attached as an afterthought"; "Three signs, one on each elevation, are usually not approved." No signage is proposed at this time but the applicant should provide location(s) of signage on the formal Planned Community plan set for formal ARB review, to ensure integration with the "signature building" architecture.
- <u>Architecture</u>: "Buildings should not be overdesigned or decorated with superfluous details or imitations of structural materials." Also "when possible, buildings should be set back from the front property line, with landscaping or a people-oriented plaza in front." This is something to keep in mind when comparing guidelines. Again, the massing of the building near the corner should be discussed by the ARB.
- <u>Colors</u>: "More than three colors on a structure will make it incompatible with the surroundings. Using bright colors, such as reds, yellows and purples and greens as predominant color on a structure may it incompatible with the surroundings. The ARB usually feels these colors are used to attract attention."

# OTHER CITY DEPARTMENTS' REVIEWS

The applicant has received comments from the Utilities Department's Water, Gas & Wastewater and Utilities' Electric Engineering Divisions, from Green Waste, from the Building Division, the Public Works Engineering and Public Works Environmental Compliance Divisions, and the Fire Department. The project will require review and approval by Caltrans and Santa Clara County for review of the ingress/egress driveways off El Camino Real, as well as any installation of Traffic Control devices as part of this project (see Attachment B - Departmental Review Comment Letters).

# ARCHITECTURAL REVIEW AND PC PROCESS

The purpose of this preliminary Architectural Review public hearing is to introduce the project to the ARB and to give the applicant feedback early in the design process.

An assessment of aesthetics would be provided within the anticipated environmental review document associated with a formal application for Planned Community rezoning. The applicant should submit solar studies, streetscape elevations, photometric plans and other visual information to allow a full, formal review. Achievement of urban forestry goals on a densely designed site of this nature would require creative and technological consideration. Staff is working with the applicant to explore urban and pedestrian design features that would help improve the site connections to services and create a greater sense of place for this area. Following submittal of an application for PC rezoning and Land Use re-designation, staff would meet with the applicant team to discuss the areas that need to be addressed and set next steps for environmental review, including the aesthetics section.

Subsequent to this preliminary review, the applicant intends to submit a Planned Community application including requests for land use re-designation and DEE, and documents to enable

environmental review. The Planning and Transportation Commission (PTC) would be requested to review environmental documents and initiate the requested PC rezoning and land use redesignation. If the PTC initiates the PC application, formal plans would be prepared and forwarded, along with an environmental analysis, to the ARB for review and recommendation.

Planning staff requires that all project applicants review and provide pertinent items required in the City's 'Architectural Review submittal requirements' list available on the City's website for formal Architectural Review and Environmental Review. Adherence to the submittal requirements list facilitates timely review of projects.

## **GREEN BUILDING REQUIREMENTS**

At the formal application stage, the applicant will be required to submit a CalGreen Tier 2 mandatory compliance worksheet. The project proposes to use both conventional and sustainable materials, including concrete frame, high efficiency glazing systems, high recycled content metal skin systems and an energy efficient cool roof. Electric vehicle charging stations are proposed on-grade and in the below grade parking garage.

## ENVRIONMENTAL REVIEW

No environmental review is required for this preliminary architectural review application, as it is not considered a project under California Environmental Quality Act (CEQA).

### PUBLIC COMMENTS

Staff has not received any public comments 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.

## ATTACHMENTS

Attachment A:	Project Location Map
Attachment B:	Departmental Review Comments
Attachment C:	Applicant's letter
Attachment D:	Preliminary Development Plans (Board Members Only)

## **COURTESY COPIES**

Ken Hayes, Hayes Group khayes@thehayesgroup.com

Prepared by: Margaret Netto, Contract Planner

**Reviewed by:** Amy French, AICP, Chief Planning Official



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ATTACHMENT B

Public Works Department Environmental Services Division Watershed Protection Group

# **PROJECT REVIEW COMMENTS**

Date:4/8/2013To:Margaret NettoFrom:Kirsten Struve, Manager, Environmental Control ProgramsPhone:(650) 329-2421

Application Number: Company Name Project Address:

2755 El Camino Real Palo Alto, CA

We have reviewed the site floor plans for this project. Please note the following issues must be addressed in building plans prior to final approval by this department:

### PAMIC 16.09.170, 16.09.040 Discharge of Groundwater

The project is located in an area of suspected or known groundwater contamination with Volatile Organic Compounds (VOCs). If groundwater is encountered then the plans must include the following procedure for construction dewatering:

Prior to discharge of any water from construction dewatering, the water shall be tested for volatile organic compounds (VOCs) using EPA Method 601/602 or Method 624. The analytical results of the VOC testing shall be transmitted to the Regional Water Quality Control Plant (RWQCP) 650-329-2598. Contaminated ground water that exceeds state or federal requirements for discharge to navigable waters may not be discharged to the storm drain system or creeks. If the concentrations of pollutants exceed the applicable limits for discharge to the storm drain system then an Exceptional Discharge Permit must be obtained from the RWQCP prior to discharge to the sanitary sewer system. If the VOC concentrations exceed the toxic organics discharge limits contained in the Palo Alto Municipal Code (16.09.040(m)) a treatment system for removal of VOCs will also be required prior to discharge to the sanitary sewer. Additionally, any water discharged to the sanitary sewer system or storm drain system must be free of sediment.

### PAMC 16.09.180(b)(9) Covered Parking

Drain plumbing for parking garage floor drains must be connected to an oil/water separator with a minimum capacity of 100 gallons, and to the sanitary sewer system

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 dumpster. The area shall be adequately sized for all waste streams and designed with grading or a berm system to prevent water runon and runoff from the area.

### PAMC 16.09.180(b)(14) Architectural Copper

On and after January 1, 2003, copper metal roofing, copper metal gutters, copper metal down spouts, and copper granule containing asphalt shingles shall not be permitted for use on any residential, commercial or industrial building for which a building permit is required. Copper flashing for use under tiles or slates and small copper ornaments are exempt from this prohibition. Replacement roofing, gutters and downspouts on historic structures are exempt, provided that the roofing material used shall be prepatinated at the factory. For the purposes of this exemption, the definition of "historic" shall be limited to structures designated as Category 1 or Category 2 buildings in the current edition of the Palo Alto Historical and Architectural Resources Report and Inventory.

### PAMC 16.09.175(k) (2) Loading Docks

(i) Loading dock drains to the storm drain system may be allowed if equipped with a fail-safe valve or equivalent device that is kept closed during the non-rainy season and during periods of loading dock operation.

(ii) Where chemicals, hazardous materials, grease, oil, or waste products are handled or used within the loading dock area, a drain to the storm drain system shall not be allowed. A drain to the sanitary sewer system may be allowed if equipped with a fail-safe valve or equivalent device that is kept closed during the non-rainy season and during periods of loading dock operation. The area in which the drain is located shall be covered or protected from rainwater run-on by berms and/or grading. Appropriate wastewater treatment approved by the Superintendent shall be provided for all rainwater contacting the loading dock site.

#### PAMC 16.09.180(b)(5) Condensate from HVAC

Condensate lines shall not be connected or allowed to drain to the storm drain system.

### PAMC 16.09.180(b)(b) Copper Piping

Copper, copper alloys, lead and lead alloys, including brass, shall not be used in sewer lines, connectors, or seals coming in contact with sewage except for domestic waste sink traps and short lengths of associated connecting pipes where alternate materials are not practical. The plans must specify that copper piping will not be used for wastewater plumbing.

#### 16.09.180(12) Mercury Switches

Mercury switches shall not be installed in sewer or storm drain sumps.

#### PAMC 16.09.205(a) Cooling Systems, Pools, Spas, Fountains, Boilers and Heat Exchangers

It shall be unlawful to discharge water from cooling systems, pools, spas, fountains boilers and heat exchangers to the storm drain system.

#### PAMC 16.09.165(b) Storm Drain Labeling

Storm drain inlets shall be clearly marked with the words "No dumping - Flows to Bay," or equivalent.

#### **Undesignated Retail Space:**

#### PAMC 16.09

Newly constructed or improved buildings with all or a portion of the space with undesignated tenants or future use will need to meet all requirements that would have been applicable during design and construction. If such undesignated retail space becomes a food service facility the following requirements must be met:

### Designated Food Service Establishment (FSE) Project:

### A. Grease Control Device (GCD) Requirements, PAMC Section 16.09.075 & cited Bldg/Plumbing Codes

- 1. The plans shall specify the manufacturer details and installation details of all proposed GCDs. (CBC 1009.2)
- 2. GCD(s) shall be sized in accordance with the 2007 California Plumbing Code.
- 3. GCD(s) shall be installed with a minimum capacity of 500 gallons.
- 4. GCD sizing calculations shall be included on the plans. See a sizing calculation example below.

- 5. The size of all GCDs installed shall be equal to or larger than what is specified on the plans.
- 6. GCDs larger than 50 gallons (100 pounds) shall not be installed in food preparation and storage areas. Santa Clara County Department of Environmental Health prefers GCDs to be installed outside. GCDs shall be installed such that all access points or manholes are readily accessible for inspection, cleaning and removal of all contents. GCDs located outdoors shall be installed in such a manner so as to exclude the entrance of surface and stormwater. (CPC 1009.5)
- 7. All large, in-ground interceptors shall have a minimum of three manholes to allow visibility of each inlet piping, baffle (divider) wall, baffle piping and outlet piping. The plans shall clearly indicate the number of proposed manholes on the GCD. The Environmental Compliance Division of Public Works Department may authorize variances which allow GCDs with less than three manholes due to manufacture available options or adequate visibility.
- 8. Sample boxes shall be installed downstream of all GCDs.
- 9. All GCDs shall be fitted with relief vent(s). (CPC 1002.2 & 1004)
- 10. GCD(s) installed in vehicle traffic areas shall be rated and indicated on plans.

#### B. Drainage Fixture Requirements, PAMC Section 16.09.075 & cited Bldg/Plumbing Codes

- 11. To ensure all FSE drainage fixtures are connected to the correct drain lines, each drainage fixture shall be clearly labeled on the plans. A list of all fixtures and their discharge connection, i.e. sanitary sewer or grease waste line, shall be included on the plans.
- 12. A list indicating all connections to each proposed GCD shall be included on the plans. This can be incorporated into the sizing calculation.
- 13. All grease generating drainage fixtures shall connect to a GCD. These include but are not limited to:
  - a. Pre-rinse (scullery) sinks
  - b. Three compartment sinks (pot sinks)
  - c. Drainage fixtures in dishwashing room except for dishwashers shall connect to a GCD
  - d. Examples: trough drains (small drains prior to entering a dishwasher), small drains on busing counters adjacent to pre-rinse sinks or silverware soaking sinks
  - e. Floor drains in dishwashing area and kitchens
  - f. Prep sinks
  - g. Mop (janitor) sinks
  - h. Outside areas designated for equipment washing shall be covered and any drains contained therein shall connect to a GCD.
  - i. Drains in trash/recycling enclosures
  - j. Wok stoves, rotisserie ovens/broilers or other grease generating cooking equipment with drip lines
  - k. Kettles and tilt/braising pans and associated floor drains/sinks
- 14.-The connection of any high temperature discharge lines and non-grease generating drainage fixtures to a GCD is prohibited. The following shall not be connected to a GCD:
  - a. Dishwashers
  - b. Steamers
  - c. Pasta cookers
  - d. Hot lines from buffet counters and kitchens
  - e. Hand sinks
  - f. Ice machine drip lines
  - g. Soda machine drip lines
  - h. Drainage lines in bar areas
- 15. No garbage disposers (grinders) shall be installed in a FSE. (PAMC 16.09.075(d)).
- 16. Plumbing lines shall not be installed above any cooking, food preparation and storage areas.
- 17. Each drainage fixture discharging into a GCD shall be individually trapped and vented. (CPC 1014.5)

### C. Covered Dumpsters, Recycling and Tallow Bin Areas PAMC, 16.09.075(g)(2)

- 18. Newly constructed and remodeled 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.
- 19. The area shall be designed and shown on plans to prevent water run-on to the area and runoff from the area,
- 20. 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 GCD.

- 21. If tallow is to be stored outside then an adequately sized, segregated space for a tallow bin shall be included in the covered area.
- 22. 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.

#### D. Large Item Cleaning Sink, PAMC 16.09.075(m)(2)(B)

23. FSEs shall have a sink or other area drain which is connected to a GCD and large enough for cleaning the largest kitchen equipment such as floor mats, containers, carts, etc. Recommendation: Generally, sinks or cleaning areas larger than a typical mop/janitor sink are more useful.

#### E. GCD sizing criteria and an example of a GCD sizing calculation (2007 CPC)

Sizing Criteria: Drain Fixtures	DFUs		GCD Sizing: Total DFUs	GCD Volume (gallons)
Pre-rinse sink	4	. •	8	500
3 compartment sink	3		21	750
2 compartment sink	3		35	1,000
Prep sink	3		90	1,250
Mop/Janitorial sink	3		172	1,500
Floor drain	2		216	2,000
Floor sink	2.			_,

### Example GCD Sizing Calculation:

Quantity	Drainage Fixture & Item Number	DFUs	Total
1	Pre-rinse sink, Item 1	4	4
1	3 compartment sink, Item 2	3	3
2	Prep sinks, Item 3 & Floor sink, Item 4	3	6
1	Mop sink, Item 5	3	3
1	Floor trough, Item 6 & tilt skillet, Item 7	2	2
1	Floor trough, Item 6 & steam kettle, Item 8	2	2
1	Floor sink, Item 4 & wok stove, Item 9	2	2
4	Floor drains	2	8
	1,000 gallon GCD minimum sized	Total:	30

Note:

All resubmitted plans to Building Department which include FSE projects shall be resubmitted to Water Quality.

- 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.

Hello Margaret,

The Fire Department is recommending approval for this project with the following conditions:

1. Plumbing designer shall coordinate with sprinkler designer to provide a sump with a minimum of 300 gallons capacity to detain main drain test flow from fire sprinkler system. Pumps to sanitary sewer shall be sized with the approval of the City of Palo Alto Utilities Department.

2. Roof access for the rooftop mechanical enclosure shall be via a hatch with minimum dimensions of 36 in. x 48 in.

Thanks,

Gordon Simpkinson

To: Margaret Netto From: Woojae Kim Date: April 11, 2013

# PUBLIC WORKS ENGINEERING REVIEW COMMENTS FOR 2755 EL CAMINO REAL, 13PLN-138 (ARB)

Here are the Public Works Engineering (PWE) review comments with more comments that may follow pending revised submittal:

CALTRANS: Caltrans review and approval of this project is required. Caltrans rightof-way across El Camino Real extends from back-of-walk to back-of walk. The City has a maintenance agreement with Caltrans that requires the City to maintain the sidewalk and to issue *Permit for Street Work in the Public Right-of-*Way ("Street Work Permits") for work done on the sidewalks by private contractors. Caltrans has retained the right to review and permit new ingress/egress driveways off El Camino Real as well as the installation of Traffic Control devices as part of this project.

SANTA CLARA COUNTY: Santa Clara County (County) review and approval of this project is required. County right-of-way across Page Mill Road extends from property line to property line. Any work in the County right-of-way will require Street Work Permit from the County. The County needs to review and permit new Ingress/egress driveways off Page Mill Road as well as any installation of Traffic Control devices as part of this project.

OFFSITE IMPROVEMENTS: As part of this project, the applicant, at minimum, will be required to repave (2-inch grind and pave) the half-width of Page Mill Road along the frontage of the project site, and install new public sidewalks, curbs, gutters, and driveway approaches in the public right-of-way per the City Standards. The site plan must show the extent of the offsite improvement work and note that any work in the public right-of-ways must be done per City standards by a licensed contractor and that a Street Work permits from appropriate agencies are required.

DEDICATION AND EASEMENT FOR PUBLIC SIDEWALK: On Page Mill Road side, a minimum of five (5) feet of width of land from **back of the curb** to the property shall be dedicated to the County/City as public right-of-way sidewalk. Subgrade structure such as underground garage cannot be under this dedication. On Page Mill Road and El Camino Real, any sidewalk for public usage within the property line shall be granted a public access easement. All dedications and easements need to recorded at the County Clerk-Recorder's Office before a building permit can be issued for the project.

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. Call Public Works' arborist at 650-496-5953 to arrange a site visit so he can determine what street tree work will be required for this project. The site or tree plan must show street tree work that the arborist has determined including the tree species, size, location, staking and irrigation requirements. Any removal, relocation or planting of street trees; or excavation, trenching or pavement within 10 feet of street trees must be approved by the Public Works' arborist. 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 ("Street Tree Permit")* from Public Works' Urban Forestry.

STORM WATER RUNOFF SYNOPSIS: Provide a synopsis of pre and post-development storm water runoff flows and drainage systems. Summarize existing storm water

drainage patterns such as where the existing site runoff drains to. Explain the increase in the site storm water runoff flow for post-development. Show justification that the existing City storm water drainage system has the capacity to handle the increase in the flow.

STORM WATER TREATMENT: One of the requirements to qualify the project as a C.3 Special Project Category A is that the project has to be in "a central business district, downtown core area or downtown core zoning district or historic preservation site and/or district". *Planned Community Zoning District* does not qualify as one of those districts; hence Low Impact Development Reduction Credit cannot be applied.

This project must meet the latest State Regional Water Quality Control Board's (SRWQCB) C.3 provisions. The applicant is required to satisfy all current storm water discharge regulations and shall provide calculations and documents to verify compliance. All projects that are required to treat storm water will need to treat the permit-specified amount of storm water runoff with the following low impact development (LID) methods: rainwater harvesting and reuse, infiltration, evapotranspiration, or biotreatment. However, biotreatment (filtering storm water through vegetation and soils before discharging to the storm drain system) will be allowed only where harvesting and reuse, infiltration and evapotranspiration are infeasible at the project site. Complete the Infiltration/Harvesting and Use Feasibility Screening Worksheet (Santa Clara Valley Urban Runoff Pollution Prevention Program C.3 Stormwater Handbook - Appendix I). Vault-based treatment will not be allowed as a stand-alone treatment measure. Where storm water harvesting and reuse, infiltration, or evapotranspiration are infeasible, vault-based treatment measures may be used in series with biotreatment, for example, to remove trash or other large solids.

Reference: Palo Alto Municipal Code Section 16.11.030(c) http://www.scvurppp-w2k.com/permit\_c3\_docs/c3\_bandbook\_2012/Appendix\_Ieasibility\_2012.pdf

The applicant must incorporate permanent storm water pollution prevention measures that treat storm water runoff prior to discharge. The prevention measures shall be reviewed by a qualified **third-party reviewer** who needs to certify that it complies with the Palo Alto Municipal Code requirements. This is required prior to the issuance of a building permit. The third-party reviewer shall be acquired by the applicant and needs to be on the Santa Clara Valley Urban Runoff Pollution Prevention Program's (Program) list of qualified consultants. Any consultant or contractor hired to design/and/or construct a storm water treatment system for the project cannot certify the project as a third-party reviewer.

http://www.scvurppp-w2k.com/consultants2012.htm?zoom\_highlight=consultants

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. The project must also 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.

BEST MANAGEMENT PRACTICES (BMP's): The applicant is required to submit a conceptual site grading and drainage plan that conveys site runoff to the nearest adequate municipal storm drainage system. In order to address potential storm

water quality impacts, the plan shall identify BMP's to be incorporated into the Storm Water Pollution Prevention Plan (SWPPP) that will be required for the project. The SWPPP shall include permanent BMP's to be incorporated into the project to protect storm water quality. (Resources and handouts are available from PWE. Specific reference is made to Palo Alto's companion document to "Start at the Source", entitled "Planning Your Land Development Project"). The elements of the PWEapproved conceptual grading and drainage plan shall be incorporated into the building permit plans.

The developer shall require its contractor to incorporate BMP's for storm water pollution prevention in all construction operations, in conformance with the SWPPP prepared for the project. It is unlawful to discharge any construction debris (soil, asphalt, sawcut slurry, paint, chemicals, etc.) or other waste materials into gutters or storm drains. (PAMC Chapter 16.09).

The applicant is required to paint the "No Dumping/Flows to Matadero Creek" logo in blue color on a white background, adjacent to all storm drain inlets. Stencils of the logo are available from the Public Works Environmental Compliance Division, which may be contacted at (650) 329-2598. A deposit may be required to secure the return of the stencil. Include the instruction to paint the logos on the construction grading and drainage plan. Include maintenance of these logos in the Hazardous Materials Management Plan, if such a plan is part of this project.

DRAINS FOR PARKING STRUCTURE: Any drains within the covered floors of the parking structures shall be connected to an oil separator then to sanitary sewer lines. Storm water runoff from any exposed surface without canopies need to be treated as per C.3 requirements.

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: <u>http://www.cityofpaloalto.org/depts/pwd/forms\_permits.asr</u>

Include in plans submitted for a building permit:

GRADING & EXCAVATION PERMIT: Since more than 10,000 square feet of the land area on the project site is being disturbed, a *Grading and Excavation Permit* needs to be obtained from PWE at the Development Center before the building permit can be issued. Refer to the Public Works' website for "Excavation and Grading Permit Instructions." For the *Grading and Excavation Permit* application, various documents are required including a grading and drainage plan, soils report, Interim and Final erosion and sediment control, storm water pollution prevention plan (SWPPP), engineer-stamped and signed shoring plan, and a copy of the Division of Occupational Safety and Health (DOSH) excavation permit. Refer to our website for "Grading and Excavation Permit Application" and guidelines. Except for the soils report and the DOSH permit, include the required documents and drawings in the building permit set drawings. Indicate the amount of soil to be cut and filled for the project.

attp://www.cityofpaloalto.org/civicax/filebank/documents/11695

GRADING AND DRAINAGE PLAN: The plan set must include a grading and drainage plan prepared by a licensed professional that includes existing and proposed spot elevations and showing drainage flows to demonstrate proper drainage of the site. Other site utilities may be shown on the grading plan for reference only, and should be so noted. No utility infrastructure should be shown inside the building footprint. Installation of these other utilities will be approved as part of a subsequent Building Permit application.

Site grading, excavation, and other site improvements that disturb large soil areas may only be performed during the regular construction season (from April 16 through October 15th) of each year the permit is active. The site must be stabilized to prevent soil erosion during the wet season. The wet season is defined as the period from October 15 to April 15. Methods of stabilization are to be identified within the Civil sheets of the improvement plans for approval.

SOILS REPORT: A detailed site-specific soil report prepared by a licensed soils or geo-technical engineer must be submitted which includes information on water table and sub-grade construction issues. Measures must be undertaken to render the basement waterproof and able to withstand all projected hydrostatic and soil pressures. No pumping of groundwater is allowed. In general, PWE recommends that structures be constructed in such a way that they do not penetrate existing or projected ground water levels.

DEWATERING: Excavation for sub-grade structures may require dewatering, PWE only allows groundwater drawdown well dewatering. Open pit groundwater dewatering is not allowed. If dewatering is required, the dewatering plan must be submitted to Public Works at the Development Center as Street Work Permit. 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. If the deepest excavation is expected to be within 3 feet of the highest anticipated groundwater level, the contractor can determine the actual groundwater depth immediately prior to excavation by installing piezometers or by drilling exploratory holes. Alternatively, the contractor can excavate and hope not to hit groundwater, but if he does, he must immediately stop excavation and submit a dewatering plan to PWE for approval 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 as specified by Public Works.

BASEMENT DRAINAGE: Due to high groundwater throughout much of the City, PWE prohibiting the pumping and discharging of groundwater. Sub-grade drainage systems such as perforated pipe drainage systems at the exterior of the basement walls or under the slabs are not allowed. PWE recommends that a waterproofing consultant be retained to design and inspect the vapor barrier and waterproofing systems for the basement.

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 PWE at the Development Center.

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 Development Center or on our website. Also, the applicant must provide a site-specific storm water pollution control plan sheet in the plan set. http://www.cityofpaloalto.org/civicax/filebank/documents/2731 IMPERVIOUS SURFACE AREA: Since the project will be creating or replacing 500 square feet or more of impervious surface, the applicant shall provide calculations of the existing and proposed impervious surface areas. The calculations need to be filled out in the *Impervious Area Worksheet for Land Developments* form which is available at the Development Center or on our website, then submitted with the building permit application.

http://www.cityofpaloalto.org/civicax/filebank/documents/2718

WORK IN THE RIGHT-OF-WAY - If any work is proposed in the public right-of-way, such as sidewalk replacement, driveway approach, curb inlet, storm water connections or utility laterals, the following note shall be included on the *Site Plan* next to the proposed work:

"Any construction within the public right-of-way must have an approved *Permit for Construction in the Public Street* prior to commencement of this work. THE PERFORMANCE OF THIS WORK IS NOT AUTHORIZED BY THE BUILDING PERMIT ISSUANCE BUT SHOWN ON THE BUILDING PERMIT FOR INFORMATION ONLY."

LOGISTICS PLAN: The contractor must submit a logistics plan to PWE prior to commencing work that addresses all impacts to the Clty'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 part of the building permit submittal.

http://www.cityofpaloalto.org/civicax/filebank/documents/2719

FINALIZATION OF BUILDING PERMIT: The Public Works Inspector shall sign off the building permit prior to the finalization of this permit. All off-site improvements shall be finished prior to this sign-off. Similarly, all as-builts, on-site grading, drainage and post-developments BMP's shall be completed prior to sign-off.

ATTACHMENT C

HAYES GROUP ARCHI TECTS

March 28th, 2013

City of Palo Alto Department of Planning & Community Environment 250 Hamilton Avenue, 5<sup>th</sup> floor Palo Alto, CA 94303

#### Re: 2755 El Camino Real ARB Preliminary Review Project Description

To Planning Staff and ARB Members:

Attached Is Hayes Group Architect's submittal package for 2755 El Camino Real for ARB preliminary review. The project applicant is Hayes Group Architects on behalf of Pollock Financial Group, Inc. This package includes 8 sets of half size drawings and 8 sets of full size drawings illustrating contextual photos, proposed site plan, floor plans, elevations, section, and perspectives.

#### 1. EXISTING CONDITIONS

The site is located at the corner of Oregon Expressway/ Page Mill Road and El Camino Real. It is currently a PF zoned surplus parking lot for the VTA (Valley Transportation Authority) commuters. VTA has determined that 2755 El Camino has not been used by a significant number of VTA commuters, and as a result of a high level of disuse, VTA has declared 2755 El Camino to be a surplus site for sale for which the Pollock Financial Group has been chosen as the qualified purchaser of the property.

The property abuts a four-story senior housing project on the west and a three-story condominium project on the north. Retail buildings of one and two-story heights are situated across Page Mill Road. A collegiate soccer playing field and a parking lot of a large-scale commercial development sits immediately across El Camino Real.

### 2. PROPOSED PROJECT

We propose to demolish and recycle, in accordance with Palo Alto's waste and recycling requirements, the existing parking facility and rezone the property to a Planned Community (PC) zoning designation. A new, four-story, 31,740 SF, commercial building with three levels of underground parking is proposed for the 19,563 SF, corner site. A square footage analysis and

supporting parking facility calculations are provided in the submittal documents. The F.A.R. for the proposed project is 1.62 / 1.0.

With Stanford Research Park and the original Hewlett Packard facility up the street from the project site, the northeastern corner of Page Mill Road and El Camino Real serves as an entrance to Silicon Valley and to the California Avenue neighborhood of Palo Alto. As an important gateway, the building form needs to respond to the corner.

As one approaches Page Mill from El Camino Real, the eastern elevation draws inspiration from the landmark saw-tooth HP building but reinterpreted as array of vertical faces that are slanted in plan to establish a language in the façade. Solid panels on the southeast faces shade the façade from the sun. The building engages the street corner with two-story two-sided structural glazed glass windows with deep window shade fronting El Camino Real and Page Mill Road, adding light and depth to enrich the street context while also contributing to the visual interest of the gateway intersection. On grade, the building is recessed back at the corner to draw an inviting connection between the sidewalk and the public plaza. Integral planters along the street level form a building base with clear, frameless glass windows allowing visual access into the ground floor like the AT&T building across the street.

### 3. D.E.E. REQUEST

**Day Light Plane:** A D.E.E. is requested for the upper portion of the rear stair tower that encroaches into a 45 degree day-light-plane projected from the northern rear property line commencing at 10 ft above grade plane. Functionally, the stair tower must extend the full four stories of the building. Aesthetically, the top of the stair tower ties in with the roof plate to create a coherent elevation along the northern and eastern building façade.

### 4. PARKING & BICYCLE SPACES

A combination of on-grade and below grade parking facilities supply 115 parking stalls total. At City Council study session, council endorsed a 10% parking reduction with a TDM plan. We plan to provide a TDM plan satisfying council in exchange for a parking reduction of between 5 and 10%.

Short-term bicycle parking spaces are located near the main entrance of the building. Long-term bicycle parking spaces are provided in a secured area in the basement parking area.

#### 5. TRASH/RECYCLING

A trash and recycling facility is accessible via the vehicular driveway that serves the project.

#### 6. GREEN BUILDING STANDARD

In accordance with the city's Green Building Ordinance, this project will comply with California Green Building Code (CalGreen, Tier 2) with Local Amendments. The building seeks to use both conventional as well as sustainable materials, including a concrete frame, high efficiency glazing systems, high recycled content metal skin systems, cut stone, plaster finishes, abundant day-lighting and sun-shading systems as well as an energy efficient cool roof. Electric vehicle charging stations are proposed at the on-grade and below grade parking garages.

We look forward to a staff review and scheduling of an ARB Preliminary hearing so that we can proceed with the development of this project.

Please call me at (650) 365-0600 x15 if you have any questions.

Sincerely,

Celans

Ken Hayes, AlA Principal

cc: Jeff Pollock, Pollock Financial Group, Inc.



Landscape Architects - Land Planners 181 Greenwich Street

San Francisco, CA 94111 T 415 433 4672 F 415 433 5003 www.tgp-inc.com

### 2755 El Camino Real Landscape Statement of Design Intent March 28, 2013

The landscape plan establishes a prominent landmark at the intersection of El Camino Real and Oregon Expressway. By incorporating contemporary materials and finishes, the landscape design provides an urban streetscape that unifies the landscape and site.

The landscape plan includes an entry plaza at the building's lobby entrance off El Camino Real. This entry plaza includes a series of accent paving bands, stainless steel bollards and decorative bike racks. These elements serve to define the plaza and guide pedestrians to the building entry. A low planter wall with accent planting will provide a backdrop to the plaza space and likewise screen the parking area.

The landscape plan also includes a 12' wide public walk along Oregon Expressway and a 15' wide public walk along El Camino Real. Both streets include a series of street trees in tree grates. The pedestrian concrete paving, selected street tree varieties and tree grates are to be as approved by the City of Palo Alto.

A low planter wall with accent planting is proposed at the back of public walk. The accent plant materials incorporate a variety of color and texture for a soft edge condition between the building and public walk.

The perimeter planting areas include screen planting. Where possible, upright plant materials are used to provide a sense of scale at the pedestrian level. Stormwater treatment will be provided within the north perimeter planting area as well as the low planter at the back of public walk. All selected plant materials are appropriate to the specific site and microclimate conditions.

The Guzzardo Partnership, Inc.

Paul T. Lettieri, A.S.L.A. Principal California Registered Landscape Architect #1918