

ADDRESS:

Jamaica Kress

CA 940

PM 3 L

13

port Castilleja's proposal to
ase enrollment and modernize its
ous because...

2 classrooms have not
updated since the 1960s.
daughter's Spanish classroom
old dorm room and
narrow.

r plan to increase enrollment
o will not increase

case vote YES on the
al. Sincerely, Jamaica Kress

Office of the Clerk

Please distribute to all City Council Members
250 Hamilton Avenue, 7th Floor
Palo Alto, CA, 94301

ADDRESS:

MILIA MANN (440)

CA 940

UNITED STATES POSTAGE

02 1P

\$ 000.340

0000812598

OCT 18 2017

MAILED FROM ZIP CODE 94301

port Castilleja's proposal to
ase enrollment and modernize its
ous because...

I LIKE TO HAVE MORE
FRIENDS TO PLAY WHEN
GO TO CASTI. I WANT
RE OF MY FRIENDS TO
ME WITH ME WHEN I
GROW UP LIKE MY SISTER

Office of the Clerk

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Palo Alto, CA, 94301

RETURN ADDRESS:

Kim Scott

CA 940

PM 2 L

13

POSTCARD USA

I support Castilleja's proposal to increase enrollment and modernize its campus because...

The reason I was able to be successful in tech despite the well-documented difficulties that women in tech face is that I attended an all girls school. Casti's approach to educating girls is essential to our world + economy. Kim Scott

Office of the Clerk

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Palo Alto, CA, 94301

RETURN ADDRESS:

I support Castilleja's proposal to increase enrollment and modernize its campus because...

more girls should have access to an excellent education

Elaine Middleman

Office of the Clerk

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Palo Alto, CA, 94301

RETURN ADDRESS:

CA 940

PM 3 L

POSTCARD USA

I support Castilleja's proposal to increase enrollment and modernize its campus because...

Casti students go to class in old dorm rooms, and I teach in one! Far less than ideal for 21st century teaching & learning! The students I have taught from all backgrounds --

Office of the Clerk

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RETURN ADDRESS:



ISCO CA 940

2PM 5 L



I support Castilleja's proposal to
increase enrollment and modernize its
campus because...

it will
provide amazing opportunities
for women's education while
fitting into Palo Alto's
sustainability goals and
not adding to traffic

Richard Smith PhD.

94301-253150



Office of the Clerk

Please distribute to all City Council Members
250 Hamilton Avenue, 7th Floor
Palo Alto, CA, 94301

RETURN ADDRESS:

Pen Li



CA 940

2 PM 3 L



I support Castilleja's proposal to
increase enrollment and modernize its
campus because...

Castilleja can enroll 540
students without increasing
traffic. Why limit opportunities
for women?

94301-253150

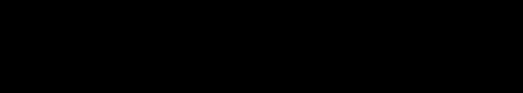


Office of the Clerk

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250 Hamilton Avenue, 7th Floor
Palo Alto, CA, 94301

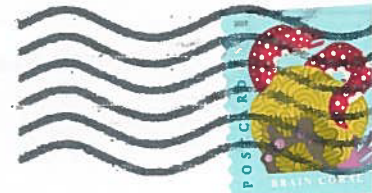
RETURN ADDRESS:

Carolyn Leone



CA 940

PM 2 L



I support Castilleja's proposal to
increase enrollment and modernize its
campus because...

Castilleja can enroll 540
students without
increasing traffic.
Why limit opportunities

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Palo Alto, CA, 94301

RETURN ADDRESS:

ARMANDO MANA SAN FRANCISCO CA 940



13

I support Castilleja's proposal to
increase enrollment and modernize its
campus because... I see how
happy my sister ^{at Casti} is
and would love
to see more space
for more girls
to meet her,

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Palo Alto, CA, 94301

94301-253150



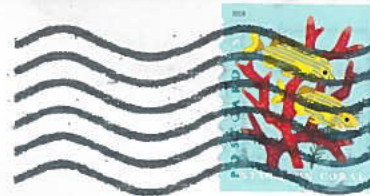
RETURN ADDRESS:

Tony Dettler



CA 940

PM 2 L



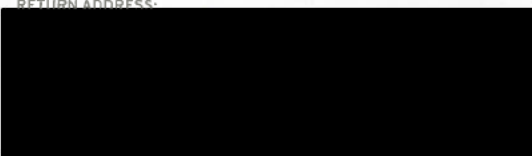
I support Castilleja's proposal to
increase enrollment and modernize its
campus because...

Opportunities for
women are so important
to society. For a city like
Palo Alto that strives to
be at the forefront of
progressive thinking it would
be a strong statement to
support Castilleja

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Palo Alto, CA, 94301

94301-253150

RETURN ADDRESS:



CA 940

PM 3 L



I support Castilleja's proposal to
increase enrollment and modernize its
campus because...

an underground parking
garage is so much better
for the neighborhood.

Please allow Castilleja
to modernize its facilities,
like many other public

Office of the Clerk
Please distribute to all City Council Members
250 Hamilton Avenue, 7th Floor
Palo Alto, CA, 94301

From: [Tom Shannon](#)
To: [Council, City](#)
Subject: Castilleja's CUP
Date: Monday, May 23, 2022 11:37:41 AM

Some people who received this message don't often get email from tshannon2@cs.com. [Learn why this is important](#)

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Dear Mayor Burt and members of the City Council:

I have lived on Kellogg Avenue directly across the street from Castilleja for 33 years. We ask the council to recognize that the adjacent neighbors, living within a small, residential quad of streets (i.e. Kellogg, Bryant, Emerson, Melville & Churchill) are significantly impacted by Castilleja and have many concerns about Castilleja's proposed project.

It should be noted that the first time this draft CUP became available for review was in the PTC packet on March 30, 2022. No community meetings were held to discuss these CUP provisions. The City did not engage the neighborhood on the development or wording of these conditions. Here are 3 points that I ask you to consider in your deliberations tonight:

- **ENROLLMENT INCREASES:** You have read or heard that in granting the enrollment of 415 students in 2000, the City represented they would not look favorably on any future enrollment increases. However, now using the "no net new trips" criteria, the City has decided it can allow automatic enrollment increases. As an admirer of Castilleja's laudable mission, I am willing to accept an enrollment of 450 but thereafter, I fear that many of the proposed CUP conditions are loosely worded and will not protect our neighborhood. It's not just traffic counts that negatively affect a neighborhood. The intensity of enrollment growth needs to be monitored as increases are requested. **I ask the Council not to grant automatic enrollment increases based upon the "no net new trips" criteria. Amending the CUP for future enrollment increases gives everyone an opportunity to "road test" and comment on the CUP conditions and make amendments where necessary.**

Here are 2 examples as to why the CUP conditions need to be "road tested."

Condition #8 regarding hours of operation is vague, notes that "Standard School Hours" are Mondays through Fridays 7am to 6pm but co-curricular programming involving fewer than 50 students and confined to indoor spaces may occur outside of these hours. What are those hours? When is the campus fully closed?

Please consider making a condition that the campus will remain fully closed from 10 pm – 7 am - no activities to occur during these hours.

Condition #10 is a specific example of a CUP condition that needs more definition given it falls short of being enforceable. It reads: "Following construction of the Academic Building, all deliveries and bus pickups and drop offs shall be accomplished within the designated pickup/drop off areas on campus accessed from the driveway from Kellogg Avenue. Translation: That means that every bus, truck, semi-sized delivery truck, trash trucks and a majority of cars from parents dropping off students must access the school using Kellogg Ave. As a Kellogg resident, this intensity is worrisome and cannot be reasonably mitigated. There are no hours noted in this condition as to when deliveries can be made. We have asked Castilleja to eliminate the midnight and 5 am deliveries. **I would ask the Council to insert time limits into this condition and specify that the hours for all**

deliveries must occur between 8 am and 5 pm.

- **ENROLLMENT IMPACT on “no net new trips:”** Please recognize that Castilleja is a HIGH SCHOOL and MIDDLE SCHOOL on a six acre piece of property buried in a residential neighborhood accessed only by residential streets. It’s unlike any other high schools in Palo Alto:

Palo Alto High School - accessed from El Camino, Embarcadero & Churchill – all arterial streets.

Gunn High School – accessed from Arastradero and Foothill Expwy.

Cubberley – accessed from Middlefield Road.

Kehillah - Fabian Way in a commercial/industrial area

Little to no mention has been made that Castilleja intends for ALL expanded enrollments granted to be high school students. These students self-drive and avoid TDM counts by parking throughout the neighborhoods south of Kellogg Ave. Their vehicles arrive via the streets south of Kellogg thereby avoiding the school’s driveways or parking lots, and thus are not tracked in TDM studies that promise “no net new trips.”

- **TDM:** Castilleja points to its current TDM with 25% reduction in car trips. First, the TDM should have been implemented in 2000 to offset growth allowed under the current CUP - instead of in 2013 to justify new growth. Second, **Castilleja’s traffic consultant told neighbors that the first 25% reduction is easy, it gets harder and much more costly after that.** The first 25% was accomplished in two years. Since 2015 progress has been minimal. There is nothing supporting the assertion that a new increase of 30% in student body, plus unspecified growth in staff (currently 140) can be achieved with no net new trips.

Thank you for your consideration.

Tom Shannon

From: [Matt Glickman](#)
To: [Council, City](#)
Subject: Letter related to Castilleja's project
Date: Monday, May 23, 2022 10:00:25 AM
Attachments: [Minty Sidhu, Brian Suckow Summary of Casti Neighbors Concerns.pdf](#)

Some people who received this message don't often get email from matt@glickman.com. [Learn why this is important](#)

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To City Council.,

I am both a Castilleja parent - and an immediate neighbor. I am supportive of Castiileja expanding but NOT with this particular plan.

As someone who has spent 5 years attending meetings and talking to all sides, I am confident that there is a plan that can satisfy the school, the neighbors and the city. These ideas have not yet emerged because while Castilleja has held many meetings, they have not genuinely incorporated neighborhood input as every other expanding private school has had to do. Castilleja parents Minty Sindhu and Brian Sucklow submitted a letter in 2018 (attached) explaining why this process has dragged on for years.

When I or others present creative options, school leaders now say that they cannot entertain them because the city has outlined a process to follow. Their position means that constructive ideas don't get considered. Just one example: with a more serious shuttle program with meetups at Highway 101 and 280, the school could expand with less impact on the neighborhood. No garage would also save Castilleja money, would decrease construction time (which benefits both Castilleja students and the community), and would prevent long-term tie-ups on residential streets.

City Council does not have to choose a winner and a loser. I ask you to direct the school to work collaboratively with the neighbors to develop a few alternatives. With a sufficient mandate, I believe you will unlock constructive energies in ways not possible with the current process. I trust that the council can lead and drive to a revised proposal that is a win for the school, the neighborhood and the city.

Thank you,

Matt Glickman

Summary of Castilleja Neighbors' Concerns Regarding the Proposed Expansion

This summary has been prepared for the Castilleja Board of Trustees by Minty Sidhu and Brian Suckow (Parents 2012 and Palo Alto residents) based on interviews of Casti neighbors during the summer and fall of 2018. Our objective was not to find solutions, but to understand neighbors' perspectives and communicate them in a non-emotional, unbiased manner to assist the Board in deciding how to move forward.

Foundational Issues:

While there are many issues that surfaced in our conversations, there are two foundational issues that underlie and intersect with many of the more tactical issues:

- *Fit with Residential Neighborhood:* Casti is located in a neighborhood zoned as R1 residential, and the neighbors are seeking to maintain the residential feel of their neighborhood. Most of their tactical issues come back to this key overarching issue.

- *Trust in Castilleja's Administration:* Beyond the issue of exceeding the allowed enrollment from the existing CUP (and having to be forced to gradually go back down to that level only recently), neighbors have expressed significant concerns with:

- How Casti's administrators have portrayed neighbors' issues publicly (e.g., insisting that neighbors had asked for an underground garage when the vast majority are opposed)
- Why Casti's administrators failed to share neighbors' previously documented feedback more broadly, including with Casti's Board
- What Casti's ultimate expansion goals are beyond the current request to increase to 540 students, given the size of the planned underground garage

Process Issues:

Neighbors expressed great frustration with Casti's process, though to be fair, they conceded that Casti's Administration was likely equally frustrated. Areas for improvement include:

- *Collaborative Design:* One best practice of innovative Silicon Valley companies is to bring their customers into a collaborative design process. Viewing the neighbors as one important "customer" of the Casti expansion, and giving them a seat at the design table is likely to yield a compromise that improves the outcome for both Casti and the neighbors. Neighbors don't feel they have been included in the process.

- *Improved Communication:* Neighbors indicated a feeling that the twice per year meetings mandated by the existing CUP are "check the box" sessions, in which Casti's administrators are not sincerely interested in engaging in detailed dialogue. And beyond these required sessions, there is limited opportunity for effective communication.

- *Rigorous Monitoring:* The city of Palo Alto frankly fell down in its responsibility to monitor Casti's adherence to the previous CUP. Neighbors are concerned that without a more robust process in place by the city, history could repeat itself, even with good intentions from the Casti Administration.

Tactical Issues:

Keeping these overarching foundational and process issues in mind may help the Board better understand the reasons behind many of the tactical concerns of the neighbors. The key tactical issues arranged in decreasing priority appear to be:

1. *Underground Parking Garage:* While Casti has indicated that some neighbors preferred an underground garage, it appears that the overwhelming majority of neighbors do not. Some months back, 47 surrounding households signed a petition opposing the garage, and the Casti Administration's continued insistence that

they're adding the underground garage because the neighbors want it has further eroded trust. The main reasons why neighbors are opposed to the underground garage include:

- *Fit with Neighborhood Character:* Underground garages are not permitted in R1 residential zones, and neighbors feel demolishing residences and trees in order to add this garage will detract from the residential feel of their neighborhood.

- *Traffic flow:* Neighbors are concerned with the concentration of all traffic having to enter from Bryant (with likely significant back-ups onto Embarcadero), and exit on Emerson.

- *Emissions:* Exhaust gases from the moving and idling vehicles will have to be released above ground, and this is likely to be noisy, smelly, and again out of character with a residential zone.

- *Large Scale:* The relative increase in parking spaces with the underground garage is much higher than the relative increase in enrollment. There are currently 81 parking spaces in the existing surface parking lots, and 51 on-street spaces along the three streets abutting Casti, for a total of 132. With the new plan, the garage will have 115 spaces, the surface parking lots will decline to only 27 spaces, and the 51 on-street spaces will remain, for a total of 193 spaces. This increase from 132 to 193 represents a 46% increase in parking. However, enrollment is only increasing from the current ~440 to 540, or 23%. This much larger % increase in parking versus the % increase in enrollment prompts suspicions that even now Casti is planning a subsequent phase of expansion beyond the 540, again leading to an erosion of trust.

2. *Traffic increase:* While some neighbors voiced praise for Casti's progress in reducing traffic through their TDM program, they remain concerned that increased enrollment and staff will inevitably lead to increased traffic. Arguments that most traffic is due to Paly or Stanford miss the point. Neighbors are most concerned with traffic on the streets where they live, not just on Embarcadero. Increased enrollment is bound to increase traffic in front of their homes on Bryant, Emerson, Kellogg, and Melville. And, due to likely back-ups with the underground garage flow, many parents are likely to drop off their children along these streets, rather than waiting in line to use the underground garage.

3. *Scale of the Proposed Building:* An analogy that may not be perfectly apt but that captures the essence of the concern is that the new buildings will be like those "McMansions" single family homes that have been criticized for their large scale and lack of fit with the character of the neighborhood. Having one monolithic building that stretches almost the entire length of the Kellogg Street block, and that has a smaller setback than the existing buildings, is felt to be out of character in this residential neighborhood.

4. *Construction duration:* This is a huge project, and initial projections of 5 years with massive excavations are quite daunting from the perspective of noise, dust, and general disruption. More recently neighbors have heard of new plans that may shorten the duration to 3 years. The neighbors are supportive of Casti updating their campus, but 3 to 5 years of construction is perceived as excessive in a residential neighborhood.

5. *Events:* With roughly 100 events annually, there are many evenings and weekends when neighbors' routines are disturbed by the comings and goings of attendees at Casti's events. The current level is perceived as excessive, and out of character with an R1 zone, and there are concerns that further expansion will exacerbate this situation.

6. *Casti's Continued Expansion:* Based on Casti buying up multiple properties in the adjoining neighborhood, and the seemingly "super sized" underground garage, neighbors are concerned that shortly after expanding to 540 students, Casti has plans to further expand. When the last CUP was granted in the 1990's, the city stated that the maximum enrollment to be permitted was 415. Neighbors are wondering that if the maximum enrollment is now permitted to rise to 540, what ultimate cap on enrollment is Casti willing to commit to in their residential neighborhood?

From: hjc@cohensw.com
To: [Council, City](#)
Cc: [Howard Cohen](#)
Subject: SCALE BACK CASTILLEJA'S EXPANSION PLANS
Date: Monday, May 23, 2022 12:31:39 AM

[Some people who received this message don't often get email from hjc@cohensw.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>.]

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Council Members,

Castilleja's expansion project poses a significant threat to Palo Alto's groundwater and construction will result in the release of as much CO2 as is emitted by driving a Prius over 4 million miles! This project contradicts Palo Alto's goals of sustainability and reducing greenhouse gas emissions.

Among other things, I ask that the pool be built at ground level and relocated to where the environment will not be harmed, and neighborhood noise levels will remain within City codes; that no trees (especially those over 50 years old or heritage trees) be removed or damaged; and that the school's enrollment remain capped at the present legal (not de facto) limit.

In general, I support the point of view and proposals in the Preserve Neighborhood Quality of Life's web site (<https://pnqlnow.org/>). I am a long time Palo Alto resident and I am tired of institutions like Castilleja and Stanford running roughshod over the best interests of Palo Alto.

With concern,

Howard J Cohen, Ph.D.
 3272 Cowper Street
 Palo Alto, CA 94306

--

Howard J. Cohen, Ph.D., President howard@cohensw.com
 Cohen Software Consulting, Inc. <http://www.cohensw.com>
 Applications, Algorithms, GUI, RDBMS (650) 856-8123
 Bioinformatics (650) 856-4273 (fax)
 Litigation Support (650) 269-1467 (cell)

From: [Vic Befera](#)
To: [Council, City](#)
Subject: Castilleja
Date: Monday, May 23, 2022 12:07:02 AM

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Dear City Council Members:

As you deliberate on Castilleja's proposal Monday evening, I ask you to consider:

Student parking - With over 120 students in grades 11 & 12 that will be licensed and driving to school, where do they park all day? We neighbors are well aware of students who drive themselves to campus and park a block away. These cars will NOT be monitored in the TDM driveway counters, as they never drive into the school - yet their impact on traffic into Palo Alto and through our neighborhoods is acutely felt.

Admission - The school has noted that its intended increase in enrollment will be entirely in the high school levels. These are indeed the very students mentioned above. Their numbers will increase and they will not be counted in TDM measures.

Many other highly-respected private schools have strict "no driving to school" and "no street parking" policies, requiring their entire student body to arrive by shuttle or public transportation. Why can't the City of Palo Alto make a similar requirement of Castilleja? (Below is a survey of other local schools for comparison.)

Future amendments - as a neighborhood who worked on the 2000 agreement with Castilleja, only to learn it was full of vagaries that the school was able to exploit: how can neighbors ask for an additional CUP amendment in the event unforeseen negative impacts develop?

Thank you for your consideration of these many issues. Neighbors have been dealing with this for a very long time (personally I have been a neighbor of the school since 1968) and would very much like to see an equitable solution. We find the school has been intractable, showing zero willingness to compromise in its plans, and has a track record of obfuscation. I ask you to abide by the PTC's recommendation that the school should only receive a modest - if any - increase in enrollment, and require it to reapply for additional admissions once it has completed construction and shown it can keep its impacts under control.

Thank you for your consideration.

- Vic Befera

Local private school policies:

Notre Dame HS San Jose - No driving to school permitted

Harker Offers bus system, shuttle, off-site lot for pickup and drop off.

Stratford at Garland No on-street parking permitted.

Stratford @ Crestmoor No on-street parking permitted.

Pinewood High School No on-street parking permitted.

Nueva: No on-street parking permitted.

Crystal Springs Upland No on-street parking permitted.

From: [Carla Befera](#)
To: [Council, City](#)
Subject: Pertaining to Castilleja CUP
Date: Sunday, May 22, 2022 11:34:08 PM
Attachments: [image001.png](#)
[John Lusardi's cover letter to Casti - 2000 CUP approval.docx](#)

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Dear members of the City Council:

As an immediate neighbor of the school I have many concerns about Castilleja's proposed project, but will focus on three and ask you to consider the following in your deliberations Monday evening:

1. Construction

We ask City Council to require the school to move its operations to a temporary off-site campus while construction takes place, as a condition of its CUP. This enormous project will have major traffic and safety impacts, not only on this immediate neighborhood, but in blocking one of the city's major arteries, Embarcadero Road. *The current CUP draft (4.b) asserts that "upon approval of the CUP, the school may begin the process to enroll 450 students and add 25 students thereafter."* Neighbors feel strenuously that the school should not be allowed to continue operations on site and increase enrollment while this project is under construction.

The EIR treats construction as a temporary inconvenience with minimal mitigations. This massive project, which includes construction of a building the size of a Costco on Kellogg Street, will cause massive disruptions of a residential neighborhood for three to five years, possibly more. *(The 2006 gym construction was delayed for more than 6 months while the contractor pumped "unexpected" groundwater 24/7 from the site. The noise and airborne particulate matter made life unbearable for neighbors.)*

The PTC should be tasked with reviewing and approving a comprehensive construction plan that protects neighborhood streets and residents BEFORE any CUP is granted. Will access be from Embarcadero? We note the lane closures on Page Mill at El Camino for the last two years. Or will access be from neighborhood streets not designed for heavy construction vehicles, and impede access for students heading to local public schools, and neighbors to their homes? Real time air quality monitoring during construction should also be included in the CUP conditions.

This past year there have been nearly 20 construction vehicles parked on the 1500 block of Bryant for the two residential projects underway. Castilleja's project is over 25 times that size. Including the 1198 average daily trips to Castilleja, plus student and staff parking, the gridlock would be horrific.

Moving to an off-site campus during construction will shorten the construction duration and help control local disruption throughout the 3 to 5 year construction period. We ask City Council to require this as a condition of the CUP.

2. Neighborhood traffic

In CUP Condition #10, all busses and delivery vehicles, plus cars dropping off students will use Kellogg Ave. as their main point of entry. To access Kellogg means driving through the neighborhood, and crossing or turning from/onto Bryant, one of Palo Alto's major bike boulevards. **There are no hours in the CUP outlining when Castilleja can use these neighborhood streets for deliveries and drop offs.** If we cannot convince the PTC/Council to revisit major ingress/egress options directly from Embarcadero, we urge the Council to insert a condition to limit these activities to no earlier than 8 AM and no later than 6 PM, weekdays only. *(Under the current CUP, we have had massive 18-wheel food truck deliveries at midnight and 5am.)*

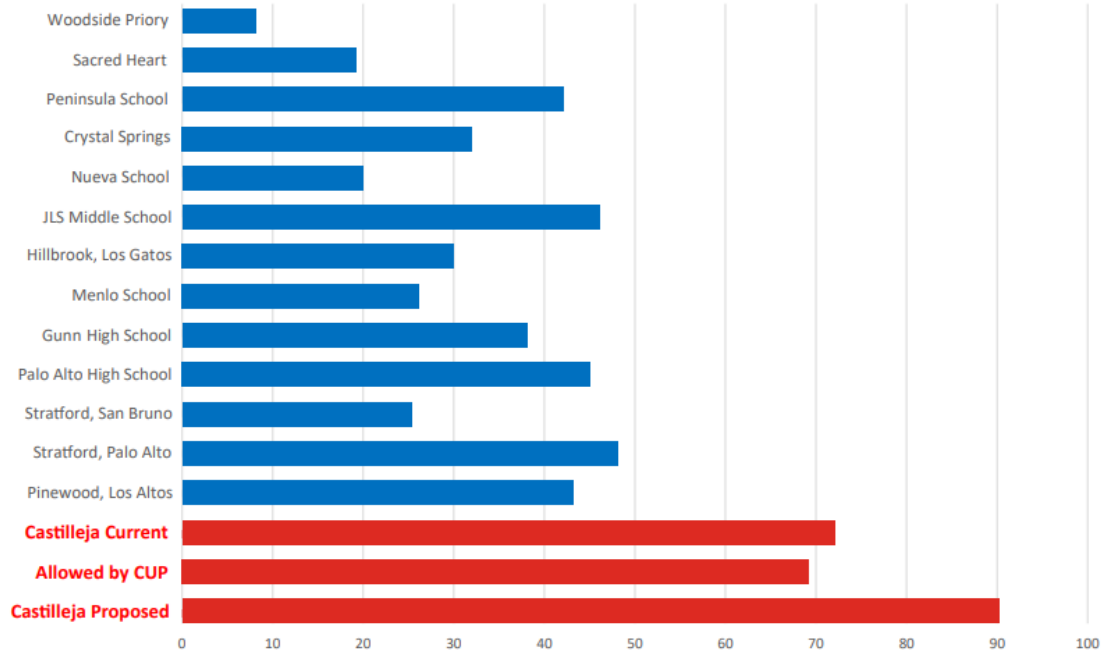
3. Can the City hold the line?

In 2000, the City allowed a CUP increasing the allowable enrollment to 415 students (from a previous limit of 385). This increase made Castilleja the most dense in students per acre of any school, public or private, in the city (see graph below). In approving this CUP, the City stated it did not provide for additional increase and would not look favorably on any future requests for enrollment increases. Attached is the letter signed by Planning Manager John Lusardi, twice noting the City is not willing to continue to approach increasing school enrollment in an incremental manner. And yet today the City is ready to grant yet another enrollment increase. If the City now grants a cap of 450, the school will be receiving an even larger incremental increase than it received in 2000, indeed more than the 448 student Nanci Kaufman insisted the school required in her letters to the city in 2013. This enrollment level should more than serve the needs of the school, as so earnestly argued by Ms. Kaufman to both neighbors and the City, and we hope the City Council will support the PTC's recommendation in this matter.

Thank you for your service to the City and your consideration of these issues.

Carla Befera
 1404 Bryant Street
 Palo Alto

Comparison of Student Per Acre Density - Local Public and Private Schools



	ACREAGE	ENROLLMENT	DENSITY
Castilleja (current)	6	434	72
Castilleja (allowed by CUP)	6	415	69
Castilleja (proposed)	6	540	90
Pinewood - Los Altos	7	300	43
Stratford - Palo Alto	10	482	48
Stratford - San Bruno	10	250	25
Palo Alto High School	44.2	1994	45
Gunn High School	49.7	1885	38
Menlo School	31	795	26
Hillbrook - Los Gatos	14	414	30
JLS Middle School	26.2	1205	46
Nueva School K-8 & High School	36	713	20
Crystal Springs Middle & High School	10	323	32
Peninsula School	6	252	42
Sacred Heart	64	1186	19
Woodside Priory	51	385	8

City of Palo Alto

*Department of Planning and
Community Environment*

November 2, 2000

Georgia Bond
Castilleja School
131 O Bryant Street
Palo Alto, CA 94301

Subject: 1310 Bryant Street (Castilleja School)

Dear Ms. Bond:

Planning Division

Attached to this letter is an approved Conditional Use Permit [OO-CUP-23] authorizing Castilleja School to increase its enrollment from 385 to 415 students and add two full-time faculty members.

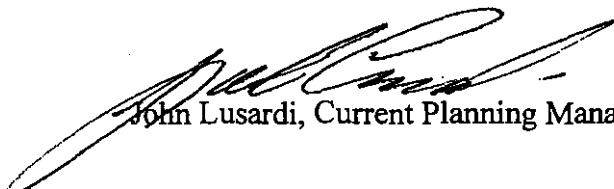
Castilleja School's request for 30 additional students was outlined in a letter to Lisa Grote dated August 28, 2000. The request was also reviewed at a public hearing held on October 19, 2000. At no time did Castilleja School indicate that it was their intent to submit a later application for additional students.

The purpose of this letter is to inform you that the approved Conditional Use Permit does not provide for an increase in students of 415 students, and that any subsequent request for additional students will not be favorable looked up by the City.

The City Staff greatly appreciate Castilleja School's demonstrated willingness to work with their neighbors to address existing traffic and parking problems, as well as any impacts related to increasing the student population. However, the City is not willing to continue to approach increasing school enrollment for Castilleja School in an incremental manner.

Please contact me at 329-2561 if you have any questions regarding this approval.

Sincerely,



John Lusardi, Current Planning Manager

cc: Rachel Adcox, Planner

250 Hamilton Avenue
P.O. Box 10250
Palo Alto, CA 94303
650.329.2441
650.329.2154 fax

From: [Susie Hwang](#)
To: [Council, City](#)
Subject: Public comment re Castilleja application
Date: Sunday, May 22, 2022 11:33:04 PM

Some people who received this message don't often get email from shwang@me.com. [Learn why this is important](#)

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Dear Councilmembers:

I have been a Castilleja parent for 12 of the last 13 years. My three daughters attended Castilleja for 7 years each.

I'm also an actual neighbor, living a few hundred yards from campus. This is in contrast to most of the Castilleja parents who've advocated in favor of the school *while living well outside of the zone of impact*.

Castilleja provided an excellent education for my daughters. The teachers and staff are second to none and we are forever indebted to them. For 12 years, I proudly supported the school not just with my dollars but with my volunteer time and support.

Should the school get to beautify, modernize, and green-up its facilities - even if it means a lot of construction hassle for all concerned? If they adhere to the same rules that the City applies to other applicants: absolutely.

However, as I have told Castilleja's leadership throughout recent years, I oppose Castilleja's requested enrollment increase and underground garage for these reasons:

- The upsized enrollment that Castilleja's leadership requests - and the physical plant to accommodate that scale - are not and have never been allowed under its permit. That permit, like any permit issued by the Planning Department, is a binding contract with the City and its taxpayers.
- The ambitious scale envisioned by Castilleja's leadership is simply inappropriate for a modest residential parcel. (One has to wonder: if any of Palo Alto's churches, senior facilities, or recreation centers sought this scale of expansion in R1 neighborhoods, would they have been afforded anywhere near this much consideration?)
- I was a parent at Castilleja one year before Castilleja was publicly revealed to be out of

compliance with its permitted enrollment. During that time—one year before Castilleja admitted to its over-enrollment—I was involved in multiple discussions involving Castilleja staff at which the topic was raised of enrollment exceeding the Admissions Department's stated 60 students per grade.

- On several occasions my family or I received expansion-related communications and requests for action from Castilleja that, to us, were at odds with the values of integrity, community, and collaboration that the school expects its students to uphold.
- I am far from anti-Castilleja. But what I've seen as a member of the Castilleja community is that when it comes to the school's growth vision there's too often a disappointing lack of transparency, disdain for its neighbors, and scorched earth approach on the part of key Castilleja decisionmakers. This directly speaks to whether those decisionmakers will genuinely respect restrictions, open and constructive dialogue, and the value of community beyond their own—and whether they can be trusted, given their past conduct, to stay within bounds into the future. Conduct I've witnessed over the years to get their vision realized has unfortunately made it hard to get behind this plan: an unnecessarily protracted & contentious campaign that consumes so much of the school's attention and money.

Do I support education, innovation, and change? Of course. I would love to see a Castilleja education extended to more students. The ambitious, world-class vision to which Castilleja's leadership aspires can be attained in a location appropriate for the scale it envisions.

The Peninsula is full of outstanding independent schools that share similar visions and have sought expansion. Every one of them has been rightly directed by their municipalities to expand *outside* of their residential neighborhoods. And those schools have done so, successfully—often by splitting their middle and high school campuses. Castilleja can and should do the same.

Sincerely,
Susie Hwang
159 Melville Ave

From: [Steve Flanders](#)
To: [Council, City](#)
Subject: Castilleja CUP
Date: Sunday, May 22, 2022 11:10:25 PM

Some people who received this message don't often get email from steve.flanders@airbnb.com.
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Dear Councilmembers,

I am reaching out to express my support of Castilleja's proposal to educate more students without adding traffic.

While Castilleja's proposed construction will impact neighbors in the short term, the long term benefits from the project to those same neighbors far outweigh the temporary inconvenience. In fact, those neighbors already experience construction inconvenience every day from themselves: there are at least 4 major house remodels going on right now in Castilleja's immediate neighborhood and in my 18 years living in Palo Alto, this is the rule, not the exception, for that neighborhood.

Castilleja has already dramatically reduced its traffic flow to and from the school based on their neighbors' complaints and Castilleja's proposal will further reduce that traffic, even with an increased enrollment. The proposal has built in monitoring and penalties for violating the proposed traffic constraints; if Castilleja adds traffic, they can't add students. Furthermore, Castilleja's proposal for the underground garage will take off the street all the Castilleja-affiliated cars currently being parked on Castilleja's side of the street, freeing up more parking for the neighbors. Under Castilleja's proposal, the PTC gets exactly what they originally claimed they wanted: less Castilleja cars on their streets.

I have watched this application evolve over the years and it is clear that Castilleja has been more than willing to accommodate the reasonable requests made by the City and its neighbors:

- Castilleja compromised on the traffic caps, settling for a number much lower than they'd first proposed.
- Castilleja compromised on the underground parking, settling for a much smaller structure than they'd first envisioned.

Castilleja compromised on the number of school events, cutting them by 30%.

- Castilleja has adjusted the design to respond to the ARB and neighbor feedback, creating an aesthetically pleasing campus with lower rooflines, bigger setbacks, and noise abatement features that benefit their neighbors.
- Castilleja has added bus and shuttle routes to cut traffic by over 30%.
- Castilleja has limited its hours of operation to reduce the amount and frequency of traffic to and from the campus.

In contrast, the PTC has offered almost zero compromises; their position started as "no Castilleja construction" and it remains "no Castilleja construction". Over the years, the PTC has advanced multiple arguments to support their demands and each time Castilleja makes real, impactful changes to respond to those arguments, the PTC just switches to a new argument. Their entire campaign is based on a lie: "we can't trust Castilleja because they are only making changes because the City caught them violating the CUP." This is demonstrably untrue: Castilleja is the one that identified their own violation of the CUP and self-reported it to the City, paid a large fine, and immediately took extraordinary measures to reduce enrollment to get back into compliance. Everything that Castilleja has done has only increased the trust that should be granted to them by the City and Castilleja's neighbors.

If Palo Alto is known for anything, it is known for (and rightfully proud of) its support for education. Castilleja offers an excellent education to its students, more than 20% of which receive financial aid. At a time when national leaders, overwhelmingly men, are attacking and reducing women's rights, we need an institution like Castilleja to offer young girls an education that empowers them to replace those old, white, reactionary men with leaders that reflect a society that is more than 50% women. To do that, like any school, Castilleja needs to upgrade and modernize its physical plant. In its proposal, Castilleja accomplishes this in a way that ultimately will enhance the quality of life of its neighbors.

All told, Castilleja has made big changes to daily life on campus and to their proposal over the past many years. It is time to honor the hard work Castilleja has done to respond to City leaders and staff, impartial consultants, neighbors who want a garage and neighbors who don't. This proposal has consequences built into it that incentivize Castilleja to comply; it is time to allow this incredible asset to our community to fulfill its potential and improve quality of life in the neighborhood.

Thank you,

Steve Flanders

Palo Alto resident for 18 years

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Steve Flanders

Sr. Patent Counsel

Airbnb, Inc.

steve.flanders@airbnb.com

From: [Andie Reed](#)
To: [Council, City](#); [Stump, Molly](#); [Shikada, Ed](#); [Yang, Albert](#)
Subject: Castilleja - PNQL Attorney Letter
Date: Sunday, May 22, 2022 10:48:17 PM
Attachments: [Leila Moncharsh, Attorney Letter, May 23, 2022.pdf](#)

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TO: Mayor and Council, City Attorney Stump, City Manager Shikada

FROM: Leila Moncharsh, Attorney

Please find attached neighbor group PNQL's attorney Leila Moncharsh's letter regarding the Castilleja Expansion project.

Thank you for your attention to this document.

Andie Reed

--

Andie Reed CPA
Palo Alto, CA 94301
530-401-3809

DONNA M. VENERUSO (d.'09)
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May 22, 2022

City Council
City of Palo Alto
250 Hamilton, 5th Floor
Palo Alto, CA 94301

Re: Castilleja School EIR – City Council Hearing – May 23, 2022

Dear Council Members:

This letter discusses the proposed CUP conditions. I last visited a set of conditions for this project a very long time ago and prepared an extensive response to them then. My client, PNQL, tells me that this last week is the only time they have had an opportunity to see the conditions staff is proposing to your Council for adoption. That does not allow for input by the community and your Council should increase the time allowed to review and comment on these important conditions.

When I last visited the proposed conditions, they were very poorly drafted and I was pleased to see that *some* of the problems have been resolved. However, I now see that particularly the TDM and penalties sections are problematic because they contain vague language, are extremely cumbersome, and very likely unenforceable. Overall, your Council should consider shortening a lot of the text by including specific directions to the school of what is expected of it. The penalties sections likewise should be simple and straightforward as to what will happen if the school violates its legal obligations and not try to include things like “restoration” of enrollment, which is complicated and should be handled at the front end by not allowing vesting of the entire 540 students in the first place.

A relentless problem with these proposed conditions is a misunderstanding regarding what today’s private school administrators and parents will, and will not, do. Currently, and into the foreseeable future, parents are not willing to put their children on busses and shuttles because of the pandemic. One large private school explained to me that they “have a problem with bus-avoidance.” Their busses are coming and leaving the school with less than 10 students riding each one. Therefore, incentive programs and voluntary compliance with bus and shuttle ridership does not work and the City needs to use mandatory, not voluntary conditions to avoid negative traffic impacts on the greater community.

Private school administrators are charged with educating children for which the school charges an immense amount of money. The administrators are charged with making the school financially successful. They generally do not self-report violations of use permits, self-correct their own systems to help make things better for residential neighbors, or require parents to do things that may cost the school business. A set of city-imposed, well-written conditions go far in

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giving administrators the ability to point out to parents that it is not they, but the city which is requiring the things parents really do not want to do for whatever reasons.

Below are my specific comments:

Enrollment

No. 4 - Replace Condition #4 on Packet Page 245 to read as follows (the PTC version, as appears on Packet Page 170, with my suggested changes in blue):

*The School may enroll a maximum of 450 students. Following completion of the project and final occupancy approval of all structures, the School **will remain at 450 students until “no net new trips” has been established and reported by an independent traffic consultant. When ADT at 1,198 has been proven, the School may request an amendment to the CUP to increase student enrollment. Any student enrollment amendment shall require a public hearing before the Planning and transportation Commission in accordance with applicable provisions of PQMC 18.77.060.***

No. 5 – the selection of the auditor needs to be with the approval of the planning director or the City Council could require specific qualifications for the auditor. Otherwise, the door is wide open for “collusion” between the school and their own selected auditor. It can be unintended collusion motivated just by the fact that the auditor knows the school is paying his or her fees and they do not want to lose the income by displeasing the school.

Events No. 6, i. There needs to be a sentence that states: “Any change in the calendar must be posted at least 30 days in advance of the event. If the notice is not posted 30 days in advance, the event must not occur.” It is too easy for a staff person to forget about the calendar and then start adding entries at the last minute or not at all. The posted calendar can quickly become a non-priority and then meaningless.

Operations-Related

No. 9. The sentence reading “The School is prohibited from renting or loaning the campus to another summer school program, organization or group provider” is very narrow. Does the City Council intend to let the school rent the campus to commercial companies, a governmental program, etc.? Does the Council intend that the school can rent out the campus during the school year, just not the summer? For example, could Castilleja rent out the campus to another school that is not covered by the use permit and then move elsewhere? If not, the condition needs to be changed to prohibit renting or loaning the campus, or any part of it, other than as stated in the CUP (I am thinking PAUSD.)

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No. 10 – Deliveries and bus pickups and drop offs shall be accomplished. . . at “designated” pickup/drop off areas. I suggest adding where to look in the documents for the “designated” places. Otherwise, there could be future disagreements about what areas were “designated.”

No. 11 – Removal of the “temporary campus” – I assume that this means the modules but what does “shall commence” removal of them mean? Once the City gives the school the occupancy permit, it really has no control over when, and if, those modules, or some portion of them ever are removed. The Council should have the certificate of occupancy dependent on actually removing all of them. These modules have a way of becoming permanent fixtures on school campuses. Besides being unattractive, they provide reasons for why even more students should be admitted, “We have the extra classrooms and should be allowed more students to fill them. The City already has already allowed us to have them here when we got the certificate of occupancy and that was ten years ago!”

No. 14 – Lighting. It is unclear what is meant by: “This does not preclude lighting for safety, landscaping and pathways approved by the City.” Does that mean approved on the final building plans? What does “for safety” mean? Most cities require that any lighting for landscaping, safety, and paths means lights placed low to the ground with caps or shades to prevent the lights from intruding beyond the immediate illumination area. The term “for safety” needs to be defined, such as precluding lights on polls over a certain height or not located in a vicinity where the light can reach the surrounding housing.

No. 15 - HVAC ventilation for the gym should not be audible beyond the school’s property line. There are adequate buffering systems on the market today to prevent sound from reaching beyond property lines. They are not complicated or particularly expensive to install. The neighbors should not be hearing the systems at all, not just during the day instead of at night.

Community Engagement

No. 16 c. the term “independent auditor” needs to be spelled out in Enrollment No. 5 – see comment above.

No. 18 - Neighborhood meetings – there should be a requirement that the school provide an agenda to the neighbors within 10 days of each meeting and incorporate items requested by the neighbors. Also, the school should provide a copy of the summary of topics to the neighbors. Either “neighbors” should be defined, e.g., how many feet from the school or the condition should reference PNQL. Another oft used method is to have a committee with an even number of neighbors and school representatives to attend the meetings. There are other methods as well to avoid meetings that are controlled completely by the school and that effectively prevent discussion of neighborhood issues. I noticed that the proposed conditions to include this type of

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information for the TDM Oversight Committee but not here. Why not include the same rules for both?

No. 19 – The contract between the school and the parents should include a provision that the parents have read the transportation and parking handbook and the parents agree to comply with it. Also, it should include a provision that failure to comply with the transportation and driving rules is grounds to cancel the contract.

Transportation Demand Management Plan

Overall, this section leaves way too much discretion to the school in determining what it feels like doing about single-occupancy vehicle (SOV) uses. No private school is going to weigh the feelings of parents and their willingness to pay enormous sums for tuition against the problems associated with SOV uses, and then come out in favor of forcing parents to give up using their SOVs. It is too easy for parents to find another private school with looser requirements. Just trying give the school all of that flexibility, that then adds up to pleasing parents also is causing vagueness problems throughout the section, as shown below.

No. 22 – a. and c. contradict each other. d. adds more confusion because it does not define “reporting period.” One provides for average daily trips not exceeding 1198 trips and the other focuses on AM peak trips not exceeding 383 trips. As I have mentioned before, specific metrics are far more enforceable than averages because there are ways to work around the averages, e.g., just closing the school for a day will impact the average.

Unless the City Council is confident that all of the vehicles will go over the counters and that the averaging system cannot be “gamed,” it is much clearer to follow the Archer School approach of requiring that a certain, hopefully high, percentage of students must arrive and leave by bus, a specified number of students may arrive by vehicles, and the rest must walk or bike. There should also be a prohibition on students driving to school. Kids will drive to the mailbox if you let them – they love to drive. And parents love to let them as it frees them up from the responsibility of timely putting their teens onto busses. However, traffic and climate change conditions really do militate against this practice. Everyone, no matter their income level, has a responsibility to cut down the amount of SOVs on the roadways.

h-i. includes *offers* of shuttles and busses. In a pandemic world, offers are not sufficient to reduce use of SOVs. As to special events there is no reason not to require use of shuttles. Wineries are now doing that with no problem. Ridge Vineyard in the Santa Cruz mountains routinely has wine and food events. They require guests to park at outlying parking lots and then ride a shuttle to and from the lots. There is no other way to get there and back! A simple solution – the school follows it and tells invitees that they cannot park at or near the school and the only way to come and go is by shuttle unless they have a handicap placard.

j. This requires the school to “routinely monitor and reassess drop-off and pick-up assignments. . . . What does that mean? Again, there needs to be independent monitoring by a traffic engineering company. A private school depends heavily on letting parents do as they please to avoid them taking their children elsewhere. We submitted sample CUPs and TDMs with a provision for independent traffic monitoring.

23. - 25. These also require self-reporting. The list in 24 is fine, but it needs to be done by an independent, licensed traffic engineer. The visits should occur on a particular schedule and without prior notice to the school. For example, in the beginning the traffic engineer should arrive at the school unannounced at least once a month during the first school year, and twice during the summer program if it lasts all summer. He or she would fill out a table with the items in 24. The number of times the engineer visits should be reduced over time, depending on compliance. A matrix of check marks, spaces for specific information, and a place for comments should be in the form for the inspection reports.

25. a. viii. The penalties for noncompliance by parents should be specified in this CUP.

x. The condition needs to have the school enforcing use of the ID tags, not just providing them to parents. The conditions should not allow student drivers, especially given the nature of the site.

xii. This section again relies totally on cooperation by parents, something that is especially not in evidence during the pandemic. A better approach, besides using specific metrics and not averages and having specific requirements around the topic of non-SOV usage would be to require each parent to provide a “transportation plan” that will be binding on the parent and included in the school’s contract with the parent.

xiii. A condition that has the school “experimenting” is too vague to provide any enforceability. What does “experimenting” even mean and how will compliance be measured?

xv. Suffers from the same vagueness as xiii. How can the City measure compliance with this: “Castilleja will continue to review its event calendaring process

xvi. There are multiple mentions of traffic monitors in the CUP conditions. Who are they? Students, staff, adults? How many are required to be at what sites?

xvii. Again, this condition has the school “reviewing” something. The City and community would be much better served with specifics in these conditions. The vagueness, parent-voluntary compliance, and unenforceability problems are evident throughout this section.

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xxi. Another good example of the problems – this section has the school developing a “comprehensive incentive program” . . . for using non-SOV transportation. That should be spelled out – what is the city requiring should be included in the “comprehensive incentive program”?

26. This section leaves open the possibility of the City requiring more information on traffic issues, to be funded by the school. Unless the school agrees on the record to this very open-ended condition, it is not enforceable.

34. a. Why would the City wait for two years before doing something about violation of conditions?! This entire section is unnecessarily cumbersome, and for the most part very hard to enforce due to the legal vesting of the 540 students. It would be better to go up to the prior sections on penalties and just say that one of the penalties would be reduction of enrollment to correct violations of the use permit. Leave out restoration of enrollment because it is too speculative to figure out without any facts of the violations.

a. i. Again – self-reporting and self-correction: the school finds out that it has been violating its number of cars coming to the school, and then on its own, it determines additional TDM measures. That does not make sense is unrealistic.

a.iii. This section is unenforceable – it has a reduction in enrollment of 5 students or whatever number the planning director decides on. It demonstrates a lack of understanding of the legal term “vesting.” The City is vesting the school with 540 students and it cannot sort of take back that enrollment without due process, normally including a hearing and the right to appeal the decision. This section is a good example of why it is better not to vest the school with 540 students from outset.

Thank you for considering our comments.

Very truly yours,

Leila H. Moncharsh

Leila H. Moncharsh, J.D., M.U.P.
Veneruso & Moncharsh

LHM:lm

City Council
City of Palo Alto
250 Hamilton, 5th Floor
Palo Alto, CA 94301
Re: Castilleja Project
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Emailed To:

Honorable Mayor Pat Burt
Honorable Vice Mayor Lydia Kou
Honorable Council Members Alison Cormack, Tom DuBois, Eric Filseth, Greer Stone, and Greg Tanaka

Palo Alto City Attorney Molly Stump
Deputy City Attorney Albert Yang
City Manager Ed Shikada

cc: Clients

From: [JODY LIEB](#)
To: [Council, City](#)
Subject: Castilleja's CUP
Date: Sunday, May 22, 2022 10:31:37 PM

Some people who received this message don't often get email from stevejody@comcast.net. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear City Council,

I have lived in Palo Alto for 18 years, and I support Castilleja's hopes to educate more girls. In fact, I'm exhausted and discouraged that this proposal wasn't approved years ago. Construction could be over by now. And even more important, more girls could have benefited from a Castilleja education with no negative impacts on the city or the neighborhood. It's outrageous that this debate has been dragged out by a few vocal neighbors.

I have to admit that they hitched their wagon to a big idea when they made it sound like Castilleja's plan represented growth. After all, there are plenty of residents and city leaders who oppose growth. But with lower rooflines, bigger setbacks, lower FAR, capped traffic, no impacts in the EIR, and increased green space with cars below ground, this project can't honestly be classified as growth.

The way the small number of opponents talk about this plan, you'd think it was a cigarette factory going up all of a sudden in our midst. Or a coal mine, Or some other for-profit enterprise that harmed the greater good. Instead, it's a not for profit school with over 20% of students on Financial Aid. It's a school that has been on the same site since before any of the small number of opponents bought their homes. It's an asset in our city that should be allowed to modernize and thrive under a plan that causes no negative impacts.

It's not about growth. It never has been.

And it's not about traffic because there won't be any new trips.

And it's not about trust, since the consequences are baked into the application and the monitoring will be constant.

At this point, the school has offered years of compromises—including lowering the

traffic cap, reducing the garage, redesigning the building footprint and facade, reducing events and hours of operation, adjusting drop off patterns, and adding additional TDM options. Meanwhile, the half dozen unrelenting opponents haven't budged an inch. Instead, they just keep seeking new issues—i.e. suddenly they can't stop talking about the utility easement. Enough! This is an excellent set of compromises from the school. Just because a few opponents can't meet the school halfway is no reason to deny the project. Approve Castilleja's plan ASAP.

Respectfully,

Jody Lieb

From: [Jeff Levinsky](#)
To: [Council, City](#)
Subject: Help Ensure Compliance by Castilleja
Date: Sunday, May 22, 2022 9:13:06 PM

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Dear City Council Members:

As you all know too well, we've had huge problems in the past with zoning compliance in Palo Alto. Specifically:

1. Requirements aren't carefully written
2. Monitoring isn't in place
3. City staffing is inadequate
4. Penalties are too low to compel compliance, or are simply waived

Not only has Castilleja exceeded its currently-allowed enrollment and events, but it built far more floor area than it reported. This was only revealed after the Council insisted upon an independent third-party assessment, which found tens of thousands of extra square feet not listed in any document submitted by Castilleja to the City over the past years.

Castilleja says it wants to ensure no negative impacts on neighbors. To make sure that happens, here are specific issues in tomorrow night's staff report that need to be addressed:

1. **What's a "Trip?"** (packet page 251, item 22 a) A key precept for this project is that there will be no net increase in trips, but the word "trip" is not defined. Based on staff's comments, it appears "trips" do not include dropping students off a block away from the school, having them park a few blocks away and walk, or having them park in a satellite lot (although a shared shuttle from that lot to the school would then count as just one trip). This means that the total amount of traffic near the school or elsewhere in Palo Alto could rise and yet the school could claim no net increase in trips. So "trips" should be carefully defined to include all trips into Palo Alto.
2. **Independent Monitoring:** (packet page 252, item 23) Instead of having Castilleja monitor its own compliance on the number of trips, use an independent state-licensed professional firm, just as was done for the square footage analysis of Castilleja. The monitoring also should not occur on preannounced days.
3. **Special Events are Almost Major Events:** (packet page 246, item 6) Major Events (ones with 500 people or more) are limited to five a year, but the school is allowed 37 more "special" events a year that can each have up to 499 people. It would seem wiser to also limit total annual event attendance, since these 37 special events could well create far more impact than the major events.
4. **Garage Exit Buzzer and Warning Light Not Yet Reviewed:** When asked about this, staff said that the "beeping is happening below grade at the start of the ramp where

the garage is” (April 20, 2022 Planning and Transportation Commission minutes, page 79, line 16). That seems incorrect, as the buzzer and warning light will instead need to be at the end of the ramp, which is at surface level, to warn cars and pedestrians on Emerson and Melville that cars are emerging. The garage plans should only be approved in combination with a buzzer and warning light design that will not create intrusive noise and light for neighbors.

5. **Pool Noise Not Yet Reviewed:** (packet page 305, item 8a) The outdoor pool used for competitive events is being relocated to directly across the street from homes on Emerson. No acoustic study of the pool at that location has yet been done. The study promised in the mitigation measure will only look at the loudspeakers. It should be required to also consider pool noise generated by users and spectators and demonstrate that under all circumstances the combination will comply with city noise laws. Note that the earlier EIR study actually found Castilleja’s pool noise exceeding city limits.
6. **Pool Monitoring Should be Continuous:** Noise violations from the pool will be transitory, so complaint-based enforcement will not work. Rather, the school should subsidize independent ongoing monitoring so that violations at any time will be recorded and tagged for enforcement. The monitoring should allow for real-time on-line public reporting so that neighbors who think a violation has occurred can check whether the monitoring has spotted it too.
7. **Penalties and Enforcement Are Not Well-Defined:** (packet page 28) A careful reading shows no guarantee that lack of compliance will result in any monetary penalty or enrollment reduction. Instead, every possible impact on the school is at the City’s discretion. There’s not even clarity as to what the penalties will be. The city’s default \$500 penalty for an individual violation seems inadequate to deter holding an event in excess of the limits. Even a \$1,000 per day penalty for excess enrollment will only yield \$365,000 a year, which is a negligible percent of the many millions a year the school will receive in extra tuition. So some more significant non-waivable penalties should be included.

Coupled with other improvements you’ll suggest, the above will help reestablish trust and create a better outcome for both the school and its neighbors.

Thank you,

Jeff Levinsky

From: [Margaret Heath](#)
To: [Council, City](#)
Subject: Re: Item #13, May 23, 2022
Date: Sunday, May 22, 2022 5:00:01 PM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear City Council Members:

There's something very wrong when our city management appears to have allowed Castilleja's persistent six year lobbying attempt to set aside the school's conditions of operation and set aside the city's zoning and building codes which restrict their desire to expand at that site. Unfortunately, for whatever reason, Castilleja appears to feel entitled to ignore those restrictions and continue to steam-roller the city as if such legal impediments to an expansion at that location do not exist.

In addition, Staff have not adequately informed the Planning Commission of the legal terms and limitations of Castilleja's operation. Staff's inattention to those limitations, and the school's subsequent violations, have forced residents to not only do their own extensive research but also go to the expense of paying for legal advice.

Worse, some members of the Planning Commission, past and present, appear to have actively lobbied on Castilleja's behalf while refusing to disclose connections they may have with the school and its representatives. While this may or may not disqualify them from participating, the council and the public have an ethical right to know when commission members have a personal and/or professional connection which might bias them in favor of an applicant. For example, earlier in the year a disclosure by a current commission member he had requested a private meeting with Castilleja's legal representative to discuss a specific document. But no disclosure at what took place at the meeting. If the meeting was limited to discussion of that document alone, if the applicant's lawyer took the opportunity to offer other advice privately on Castilleja's behalf, or if anyone else was present. Seemingly unaware that this far into the process, ethical standards of conduct would submit any legal questions through the city's own lawyers rather than conduct a private meeting with the applicant's legal representative. Especially considering his subsequent ardent and lengthy advocacy urging his fellow commissions to summarily approve Castilleja's expansion application without further questions or examination. Or, more recently, during a Planning Commission meeting, it appears a member was conducting a private zoom conversation on the side with the applicant's legal representative during the time the application was being discussed.

Castilleja's expansion proposal has been deeply flawed from the start. Please study the history of Castilleja's legal terms of operation, as well as the city's clear intent when granting permission to operate at that location, and hold them to it. Do not reward them for not only blatantly violating their terms of operation but also taking up six years of the city's time lobbying to further violate those terms. Inform Castilleja's representatives they may come back again with an application that is in line with the terms of operation allowed and what current code permits at that site. Or they may do as other schools have done and relocate or split the campus.

In summary, please deny Castilleja's request to dictate its own building code. This whole fiasco not only sets a terrible precedent for the city, it emboldens other landowners to claim the same privileged treatment.

Thank you.

Margaret Heath
College Terrace

From: [Anne Schmitt](#)
To: [Council, City](#)
Subject: Limit Castilleja's expansion
Date: Sunday, May 22, 2022 4:46:58 PM

Some people who received this message don't often get email from schmitta@pacbell.net. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Castilleja's expansion project, which comes before City Council on Monday, May 23rd, 2022, 5:30 PM for final deliberations, poses a significant threat to Palo Alto's groundwater and construction will result in the release of as much CO₂ as is emitted by driving a Prius over 4 million miles! This project contradicts Palo Alto's goals of sustainability and reducing greenhouse gas emissions.

PLEASE read my message above. Somewhere, we have to draw a line to protect the environment.

Thank you,

Anne

From: [Rita Vrhel](#)
To: [Council, City](#)
Subject: please see attached letter and supporting documents
Date: Sunday, May 22, 2022 4:32:12 PM
Attachments: [5-22-22 letter to each City Council member.doc](#)
[CastillejaCurrCUP-yr2000.PDF](#)
[castilleja-school-building-survey-and-gfa-111721.pdf](#)

Some people who received this message don't often get email from ritavrhel@sbcglobal.net. [Learn why this is important](#)

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I have emailed each City Council member a copy of my letter and the two supporting documents.

I ask that all be entered into the public record.

thank you

Rita C. Vrhel
Phone: 650-325-2298

Dear City Councilmembers:

Re: Castilleja Agenda Item on 5-23-22

I believe our City Policies, Procedures, Rules, Regulations, Codes, Ordinances and encompassing Plans were developed to provide a detailed and legal framework for asking and answering questions, addressing issues, and settling disputes arising within our City limits; all while promoting public trust by providing consistency and transparency.

To me, they also provide a framework for our daily life where residents will not be at a disadvantage when speaking against developers, businesses, organizations or individuals with more money or power.

When numerous variances, considerations or the appearance of special treatment not supported by our legal framework are granted, public mistrust and anger can result.

On 5-23, you are being asked to determine the fate of a neighborhood and likely other neighborhoods in Palo Alto. Whatever exceptions, variances, encroachments, etc. you decide to grant Castilleja will become precedent and be demanded in the future.

Neighbors and other residents have joined together for six (6) long years to oppose Castilleja's current request for a significant student increase and a large expansion of their campus.

Castilleja listed, as required, existing sq. footage and proposed sq. footage on their original and on each subsequent set of plans. As the existing sq. footage was not consistent on their plans, it was investigated by a resident.

For some time, residents repeatedly reported these discrepancies (in Castilleja's stated existing sq. footage) to City officials and to the City Council.

Finally, on 3-15-2021, Staff was directed to hire an outside consultant to determine the accurate sq. footage of Castilleja's existing buildings.

On 3-29-2021, the City Council passed a motion which, among other items, "directed Staff and the PTC to review an underground parking facility alternative that allows a maximum of 50% of the required on-site parking to

be below grade without counting against the project floor-area. No more than 50% of the required on-site parking may be located below grade...”

Not until Dudek’s 11-17-2021 Castilleja School Building Survey and Gross Floor Area Assessment was it revealed that Castilleja’s current total Gross Floor Area is 138,000 sq. ft. Their allowed Gross Floor Area is 81,000 sq. ft., a difference of 47,000 sq. ft. or 58% over what is allowed per code. Dudek’s report is attached.

When voting on Castilleja’s expansion plans, no City Council member, ARB or PTC Commissioner ever knew Castilleja’s accurate sq. footage prior to Dudek’s 11-17-2021 report.

Based on the above information documenting Castilleja’s current overdevelopment as 47,000 sq. feet over allowed GFA, I ask:

1. How can a reduction of 7,000 sq. ft from what currently exists be described as legal and code compliant?
2. Does not moving required parking below grade to a controversial and incompatible underground parking garage and not counting its sq. footage towards Castilleja’s FAR promote if not subsidize Castilleja’s sq. footage non- conformance?

Because during this entire project, Castilleja incorrectly represented their actual existing sq. footage (GFA), I am requesting that you, the City Council, not feel bound by Part B of your 3-29-2021 Motion directing Staff and the PTC to review an underground parking facility alternative and not count the garage’s sq. footage as part of the project.

Your Motion was, unfortunately, based on grossly accurate information and therefore should be reconsidered.

I am also attaching the two (2) Use Permits (No.99-UP-43 on 3-17 and Conditional Use Permit # 00-CUP-23 on 11-2) granted to Castilleja in 2000. A review of these documents clearly establishes what enrollment increases were allowed by the City and a nineteen (19) year pattern of over enrollment by Castilleja.

A clause in each Use Permit exists and clearly defines corrective actions to address any non- compliance. Unfortunately, the conditions in the CUP were not followed or enforced.

Use Permit # 99-UP-43 was for minor sq. footage adjustments to meet handicapped accessibility requirements. “There was no new increase in floor area associated with the project.” Thirty - six (36) conditions of approval were listed.

On 11-2-2000 a second Use Permit (00-CUP-23) was issued, which allowed for an increase from 385-415 students. Three (3) conditions of approval were listed; one of which stated “No approvals for any physical improvements to the site are implied or given through the approval of this Use Permit.”

Both contained a Note which indicated: “In any case in which the condition to the granting of a Use Permit have not been complied with, the Current Planning Manager shall give notice to the permittee of intention to revoke such permit at least ten (10) days prior to a hearing thereon. Following such hearing and if good cause exists therefore, the Current Planning Manager may revoke the Use Permit.”

In my opinion, and the opinion of many others, the City process concerning Castilleja has been flawed for decades. Castilleja has been allowed FAR exceptions not granted to other entities.

Please do not allow Castilleja to proceed with their ambitious expansion plans which continue violations and erode public trust.

Please follow the PTC’s recommendation for incremental student increases based on quantifiable performance criteria monitored at regular intervals by an independent entity which is funded Castilleja.

The public’s respect for our elected City Council and confidence in our City governance asks that this well- intended motion regarding Castilleja’s underground garage and its FAR exception be reconsidered.

Sincerely,

Rita Vrhel

5-22-2022

Attachments:

John Lusardi 11/2/2000 letter to Ms. Bond/Castilleja

City of Palo Alto 11/2/2000 Use permit # 00-CUP-23

City of Palo Alto 3/17/2000 Use Permit No. 99-UP-48
Dudek's 11/17/2021 Castilleja School Building Survey and Gross Floor
Area Assessment

City of Palo Alto

*Department of Planning and
Community Environment*

November 2, 2000

Georgia Bond
Castilleja School
131 O Bryant Street
Palo Alto, CA 94301

Subject: 1310 Bryant Street (Castilleja School)

Dear Ms. Bond:

Planning Division

Attached to this letter is an approved Conditional Use Permit [OO-CUP-23] authorizing Castilleja School to increase its enrollment from 385 to 415 students and add two full-time faculty members.

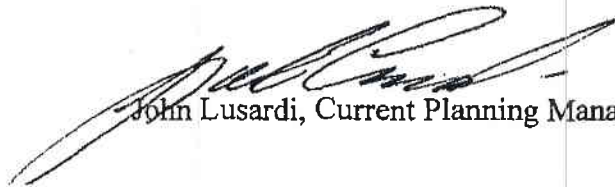
Castilleja School's request for 30 additional students was outlined in a letter to Lisa Grote dated August 28, 2000. The request was also reviewed at a public hearing held on October 19, 2000. At no time did Castilleja School indicate that it was their intent to submit a later application for additional students.

The purpose of this letter is to inform you that the approved Conditional Use Permit does not provide for an increase in students of 415 students, and that any subsequent request for additional students will not be favorable looked up by the City.

The City Staff greatly appreciate Castilleja School's demonstrated willingness to work with their neighbors to address existing traffic and parking problems, as well as any impacts related to increasing the student population. However, the City is not willing to continue to approach increasing school enrollment for Castilleja School in an incremental manner.

Please contact me at 329-2561 if you have any questions regarding this approval.

Sincerely,



John Lusardi, Current Planning Manager

cc: Rachel Adcox, Planner

250 Hamilton Avenue
P.O. Box 10250
Palo Alto, CA 94303
650.329.2441
650.329.2154 fax

City of Palo Alto

Department of Planning and
Community Environment

Application No. 00-CUP-23: 1310 Bryant Street (Castilleja School)

Use Permit 00-CUP-23 is approved to allow Castilleja School to increase the number of enrolled students from 385 to 415 students and add two full-time faculty members. The school is located at 1310 Bryant Street, within the R-1 (929) Single Family Residential Zoning District. Project approval is based on the following findings and is subject to conditions listed below.

Planning Division

FINDINGS

1. *The proposed use, at the proposed location, will not be detrimental or injurious to property or improvements in the vicinity, and will not be detrimental to the public health, safety, general welfare or convenience.*

The proposed enrollment increase from 385 to 415 students and the addition of two full-time faculty members will not be detrimental or injurious to property or improvements in the area or to the public health, safety, general welfare or convenience. Castilleja School has taken steps to improve the existing traffic congestion and parking problems associated with the school, pursuant to the conditions of approval for the Use Permit previously issued for the modification of the administration building [99-UP-48]. These improvements include including making changes to the existing drop-off and pick-up areas to improve traffic efficiency at the site, adding approximately 14 new parking spaces, and implementing a Transportation Demand Management Program. As a condition of this Use Permit, Castilleja must also reconfigure the staff/faculty parking lot to include no fewer than 44 parking spaces and a loading/unloading area for trucks and busses.

2. *The proposed use will be located and conducted in a manner in accord with the Palo Alto Comprehensive Plan and the purposes of Title 18 of the Palo Alto Municipal Code.*

The site is located in a single-family residential zone where private educational facilities are conditionally permitted. The educational facility will be used in accordance with prescribed conditions of approval. The conditions of approval for the project and Use Permit 99-UP-48 will help reduce the impacts on the surrounding area regarding traffic and parking. The improvements to the facility required by Use Permit 99-UP-48 and this Use Permit will bring the site into more substantial compliance with the parking requirements of the Palo Alto Municipal Code. The required improvements will also be consistent with Goals T-3 and T-4 of the Comprehensive Plan in that access for pedestrians, bicyclists and automobiles will be improved.

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1310 Bryant Street (Castilleja School)

November 2, 2000

Page 2

CONDITIONS OF APPROVAL

1. All conditions of approval of Use Permit 99-UP-48 shall remain in full force and effect and are incorporated into the approval of this permit. In particular, Castilleja shall continue to initiate the scheduling of neighborhood meetings to provide an open dialog regarding the neighborhood issues. The meetings shall occur twice a year, once in June and once in October. The Current Planning Manager shall be notified as to the time and date of these meetings and may attend.
2. The staff/faculty parking area at the corner of Emerson and Kellogg Avenues shall be improved in a manner consistent with the site plan dated October 2, 2000 and shall contain no fewer than 44 parking spaces. However, the plans shall be modified to incorporate parking stall lengths and aisle widths as required by Palo Alto Municipal Code (PAMC) Section 18.83.090(m). The two one-way driveways should also be narrowed to 16 feet in width. An application package for Architectural Review Board (ARB) review shall be submitted no later than three months from the date of this letter. The application package shall also include any and all physical improvements associated with the installation of the new swimming pool.
3. No approvals for any physical improvements to the site are implied or given through the approval of this Use Permit.



JOHN LUSARDI

Current Planning Manager

November 2, 2000

NOTE

This Use Permit is granted in accordance with and subject to the provisions of Chapter 18.90 of the City of Palo Alto Municipal Code. This permit will become effective ten days following the date of this letter, unless an appeal is filed as provided by Chapter 18.92 of the Palo Alto Municipal Code. A copy of this letter shall accompany all future requests for City permits relating to this approval. In the event that this approval is appealed, an additional letter will be mailed with information regarding the scheduled hearing dates before the Planning Commission and the City Council.

In any case in which the conditions to the granting of a Use Permit have not been complied with, the Current Planning Manager shall give notice to the permittee of intention to revoke such permit

1310 Bryant Street (Castilleja School)

November 2, 2000

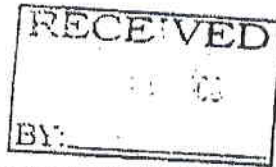
Page 3

at least ten (10) days prior to a hearing thereon. Following such hearing and if good cause exists therefore, the Current Planning Manager may revoke the Use Permit.

A Use Permit which has not been used within one (1) year after the date of granting becomes void, although the Current Planning Manager may, without a hearing, extend the time for an additional year if an application to this effect is filed before the expiration of the first year.

Applicant: Georgia Bond, Director of Finance and Operations
Castilleja School
1310 Bryant Street
Palo Alto, CA 94301

Property Owner: Castilleja School
1310 Bryant Street
Palo Alto, CA 94301



City of Palo Alto

Department of Planning and
Community Environment

Application No. 99-UP-48: 1310 Bryant Street

Planning Division

Use Permit 99-UP-48 is approved to allow Castilleja School to decommission 1,328 square feet and add 1,885 square feet, 557 of which is to meet handicap accessibility requirements at the campus administration building. There is no new increase in Floor Area associated with the project. The request to allow 40 additional students has been withdrawn and is therefore not approved. Maximum enrollment allowed is 385 students as approved in 1996. Any increase in enrollment requires a request for an amendment to this Conditional Use Permit. Environmental Assessment: Exempt from the provisions of the California Environmental Quality Act, Zone District R-1(949).

FINDINGS

1. *The proposed use, at the proposed location, will not be detrimental or injurious to property or improvements in the vicinity, and will not be detrimental to the public health, safety, general welfare or convenience.*

The proposed addition to the existing private educational facility will not be detrimental or injurious to property or improvements in the area or to the public health, safety, general welfare or convenience in that no new teaching stations will be added to the school. The project includes a new entryway, physical alterations to the administration building and changes to the existing drop-off and pick-up areas to improve traffic efficiency at the site. Approximately 20 new parking spaces will be added to the site as a part of the project for a total of 90 on-site parking spaces. A Transportation Demand Management Program was submitted by the applicant and shall be implemented as a part of the conditions of project approval. Additional parking spaces, improved drop-off and pick-up areas and implementation of the transportation demand management program will enhance pedestrian, bicycle, and automobile safety and public convenience in the area.

2. *The proposed use will be located and conducted in a manner in accord with the Palo Alto Comprehensive Plan and the purposes of Title 18 of the Palo Alto Municipal Code.*

The site is currently located in a single-family residential zone and a private educational facility is a conditionally permitted use in the zone. The educational facility will be used in accordance with prescribed conditions of approval. The proposed physical addition to the facility will not increase the total Floor Area on the site. The conditions of approval will help ensure that the improvements to the facility will reduce the impacts on the surrounding area regarding parking and dropping-off and picking-up students. The proposed improvements to the facility will bring the site

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into more substantial compliance with the requirements of the Zoning Ordinance with regard to parking. The project is also consistent with Goals T-3 and T-4 of the Transportation element of the Comprehensive Plan in that the proposed changes to the site circulation, including the parking lot changes and the addition of improved signage, will improve access for pedestrians, bicyclists and automobiles.

CONDITIONS OF APPROVAL

PLANNING DEPARTMENT

1. The site improvements shall be constructed as shown on the approved site plan submitted with the Castilleja School Parking and Traffic Study Program received by the City of Palo Alto Planning Department on February 29, 2000, and as consistent with the Conditions of Approval. Any modifications made to the design of the administration building as a result of architectural review shall be incorporated into revised plans and submitted to the Zoning Administrator after final architectural review approval is granted.
2. This Use Permit shall become effective on the same date that the final architectural review approval becomes effective.
3. The proposed parking lot located off of Bryant Street is required to have a tree well where a row of 10 parking spaces exists on the right side of the lot. The current site plan shows 11 spaces and Section 18.83.100 of the Palo Alto Municipal Code requires one tree for every 10 spaces so an additional tree shall be added.
4. All existing street trees must be protected during construction. The tree protection measures must be approved by the City of Palo Alto planning arborist and shall be in place prior to any demolition or construction.
5. The policies identified in the Transportation Demand Management Program (TDM), dated February 25, 2000, and required by these Conditions of Approval, shall be incorporated into the Castilleja School long range planning goals and made a part of the Board Policies and Procedures Manual. An annual report by school administration shall be made to the Board of Trustees, Zoning Administrator and the surrounding neighborhood regarding the effectiveness of the TDM program. The annual report shall be reviewed at a Zoning Administrator public hearing. After three years of reviewing this report at a public hearing, the ZA can determine that additional public hearings are not required and the annual report can be reviewed at staff level. The ZA retains the ability to call a public hearing at any time if complaints are received regarding non-compliance with the TDM program. These TDM policies shall be implemented by the school at all times and shall consist of the following points:

1. Every January and September, an updated parking/traffic/pick-up/drop-off policy shall be mailed to parents and handed out during the morning drop-off periods to remind parents of the importance of the Parking and Traffic policy. Additional mailings shall be initiated as required and the monthly school publication, Around the Circle, shall have a traffic section to remind families of policies.
2. A reorganization of the drop-off and pick-up areas shall be initiated so that 6th graders and carpools with more than 2 students utilize the faculty/staff parking lot for drop-off and pick-up. This plan shall remain in place from March 2000, to January 2001. After January 2001, Castilleja school shall submit a parking management plan to the City of Palo which distributes the drop-off and pick-up to maximize traffic flow around the campus. The parking management plan shall be reviewed at the annual ZA public hearing referred to in condition number 5.
3. Parents shall be instructed not to double-park on street or drop-off students across the street.
4. Parents shall be instructed to move out of the driveway if their daughter is not at the pick-up location and others are waiting.
5. Parents shall be instructed not to make left turns in or out of driveways at peak times. Signs shall be posted to indicate these turning rules. In addition, driveways shall be reconfigured to make left turns difficult for drivers thereby discouraging left turns.
6. Castilleja School does and shall continue to provide traffic monitors during the regular school years. The traffic monitors shall educate students and parents and enforce the circulation related conditions of approval. The traffic monitors shall also be utilized during special school events and summer camp to keep surrounding streets clear of congestion. During special events and summer camp, the monitors may not be wearing uniforms. During the regular school year, traffic monitors will wear uniforms.
- 7. At least twice a day, school personnel shall monitor the parking situation on site and surrounding public streets. The school shall notify any violators of the need to move their car(s).
8. Students, faculty and staff shall be instructed to park only on the school side of the street. Daily monitoring of parking shall be conducted and offenders shall be instructed where to park.

9. A student government team shall continue to meet to heighten awareness and find new ways for students to contribute to solutions. Student government officers have already met twice with Amanda Jones who works for the City of Palo Alto to promote alternative transportation plans. The school shall develop disciplinary consequences for students and parents who do not cooperate with the parking requirements. The consequences shall be communicated to the students, parents, and the surrounding neighborhood.
10. Castilleja shall move 4 of its 8 vans out of the faculty parking lot, and tandem park the other 4 vans so that 5 additional parking places shall be available in the lot. A landscaping screen shall be developed to better screen the vehicles from street view.
11. Oversight for the Transportation Demand Management Plan shall be the responsibility of the Head of School and the Director of Finance and Operations. Other staff may be assigned responsibilities regarding the daily operation and enforcement of the plan. As the designated person or persons could change each year as job responsibilities are redefined, at the beginning of each year Castilleja shall provide neighbors and the City of Palo Alto Zoning Administrator with a list of individual contacts with emails and phone numbers. It shall be the responsibility of the Director of Finance and Operations to make sure all personnel fully understand and are trained to complete their responsibilities. A log shall be kept of all telephone calls and the expressed concerns. The Director of Finance and Operations shall review the log for trends and respond to remedy any problems. If any neighbor feels their concern was not properly responded to, they should contact the Director of Finance and Operations or the Head of School. The administration shall at least annually review the Transportation Management Plan with the Board of Trustees, the neighbors and the City of Palo Alto to assure its ongoing responsiveness and success (see Condition #5).
12. Castilleja shall provide daily (when school is in session) traffic monitoring at peak pick-up and drop-off times and for large special events, not only to enforce traffic/parking policies, but also to enhance traffic awareness and participation in the program. Normally uniformed personnel shall do the monitoring. The traffic monitor will oversee drop-off and pick-up in the designated areas and keep the roadway clear of waiting traffic. Additionally, the monitor shall make a daily round of the school, identify vehicles that are not appropriately parked, and report them to school administration so that the cars can be moved and appropriate action can be taken. The traffic monitor shall report directly to the Superintendent of Building and Grounds. Information regarding the student offenders shall be turned over to the Dean of Students for action and parent offenders shall be turned over to the Director of Finance and Operations for action.

13. At the beginning of every school year Castilleja shall set aside scheduled time for all faculty and staff to register their cars, receive an I.D. tag and review the traffic and parking policies.
14. At the beginning of each semester Castilleja shall set aside scheduled time for all students to register their cars, receive an I.D. tag, and review the traffic and parking policies.
15. Parents and students who do not follow the guidelines shall be conferenced with and a judicial plan, which outlines consequences, shall be developed for students. The judicial plan shall include the possibility of warning letters to students, disciplinary actions and possible temporary suspension for repeat violators.
16. As part of the Administration Building remodel the Bryant Street driveway shall be lengthened and widened into two lanes to provide off-street drop-off/pick-up for approximately 16 cars. At off-peak times the curb lane could provide approximately 5 spaces for visitor parking.
17. The Kellogg driveway shall be lengthened behind a green planted area to provide off-street drop-off/pick-up for approximately 10 cars.
18. 21 parking spaces shall be included on the Embarcadero side of the school when the Administration Remodel is complete. These shall replace the 7 existing spaces in front of that building. The 21 spaces shall be used for visitors and staff on-site parking.
19. For special events, Castilleja School shall utilize the parking around the interior circle, with approval from the City of Palo Alto Fire Marshall, as well as pursue the use of the parking lots at Palo Alto High School and Town and Country shopping center and any other available off-site parking in private parking lots.
20. Castilleja School shall continue to facilitate relations with alternative transportation providers such as Kids Kab and Olympian Learning Centers. Options for such types of alternative transportation shall be made available to parents. Castilleja shall launch a major transportation campaign with families to emphasize carpools and use of a Castilleja shuttle, the Palo Alto shuttle, and other private van services. Every Castilleja family shall receive information promoting carpooling and providing information to facilitate car/vanpooling in their immediate geographic area. This information shall be included in each of the three summer mailings, and Castilleja shall

facilitate contracting with private transportation providers such as Kids Kab and Olympian Learning Centers.

21. Castilleja School shall use the City of Palo Alto free shuttle service or continue to provide shuttle service to all faculty and staff from the train station and shall develop and initiate a comprehensive incentive program to faculty, staff, and students for carpooling and using alternative means of transportation.
22. Castilleja shall initiate the scheduling of neighborhood meetings to provide an open dialogue regarding the neighborhood issues. The meetings shall occur twice a year, once in June and once in October. The Zoning Administrator shall be noticed as to the time and date of the biannual neighborhood meetings and may attend.
23. Castilleja shall experiment with a plan for an assigned parking program. The program shall be developed with the student government to explore such options as having assigned on-site parking spaces provided for all students who carpool and having all students park on-site.
24. Castilleja shall designate Visitor's Parking Zones in the area of the Administration Building (4 spaces) and the curb side of the Bryant Street Drive (5 spaces) during off-peak hours. Visitors not associated with the school shall register in the Administration Building. At that time they shall be asked where they are parked and redirected to the visitor's zones if necessary. ~~These traffic monitors may not be wearing uniforms, but will be present and operating during dances.~~
25. Castilleja School shall review its event scheduling process to more strategically plan major school functions so school events do not occur on consecutive weekends. Special Events such as school dances shall utilize traffic monitors to help facilitate the traffic flow at and around the site. These traffic monitors may not be wearing uniforms, but shall be present and working during dances.
26. Castilleja will review its event calendaring process and develop procedures to more strategically plan events and their timing placement on the calendar so that events such as dances do not become bunched in consecutive nights or weekends. Additionally, Castilleja shall review the events that take place on campus with the intent of reducing the numbers.
27. Castilleja has 5 major functions each year (Back to School Night, Gator Gathering, a major fund raiser dinner/dance, Founder's Day Luncheon, and baccalaureate/graduation) that will bring almost all students and parents to

the Castilleja Campus. For these occasions Castilleja shall provide traffic monitors to make sure that all vehicles park legally and safely on all street parking. Castilleja shall maximize all on-site parking and use tandem parking whenever feasible.

28. Additionally, there are several other events during the year, including volunteer meetings, student seminar evenings, parent receptions, open houses, parent group meetings, guest speakers, dances, school performances, sports events, science exhibitions, etc., that require groups of from 50 to 100. A complete list of these events including date, time of event and number of expected attendees shall be published annually and distributed to neighbors and the City of Palo Alto Z.A. Events that are not directly related to Castilleja school shall not be permitted after the year 2000. Castilleja shall review the parking/traffic requirements of each event and develop appropriate parking. Instructions shall be included in event notifications. Castilleja shall provide traffic monitors for these events and shall direct as much traffic as possible onto the school site, using assisted tandem parking, allowing students to use all lots after hours (as opposed to just the student lots), using the day-time loading zones for parking, and utilizing all resources to minimize impact to street parking. For certain events, Castilleja shall make every effort to arrange off-site parking with nearby parking lots (such as Town and Country, Palo Alto High School) and provide shuttle service using school vehicles to transport people to and from the school. The availability of these lots is dependent on events and cooperation from those lot owners.
29. Castilleja shall develop and communicate to all parents (for middle school) and all students (for the upper school) a plan for pick-up and drop-off of students and parking for all dances. Admittedly, these events bring non-Castilleja students to the school and the school cannot always guarantee results; yet, much of this can be absorbed onto the campus site. A traffic monitor shall be provided to help facilitate traffic and parking policies.
30. Castilleja shall provide directed parking on the interior of the campus which, depending on the event, would include parking around the interior Circle driveway, tandem parking to maximize all on-site parking areas, and temporary use of daytime loading zones for parking.
31. For school committee meetings which bring volunteers to the campus Castilleja shall coordinate a parking plan, addressing the issues of the meeting times, that will be communicated to all committee members. At the beginning of meetings a reminder of parking policies shall be announced to all attendees. Anyone not following the policy shall be requested to move the car. For instance, there are several volunteer committee meetings which are scheduled monthly at 7:45 am. Members of those committees shall be asked

to park in visitors' parking or along the street in non-residential areas (such as along the non-residential side of Waverley). Members who have scheduled meetings after the school day shall be required to park in school parking lots and on the school side of the street. When meeting notices are sent to committee members, a parking reminder shall be included.

32. All summer camp families Castilleja shall be given written instructions for a drop-off/pick-up procedure at the beginning of each camp session. Drop-off and pick-up shall be conducted on-site in the faculty/staff parking lot. Counselors shall facilitate getting campers into vehicles and ensure all policies are followed. It shall be the responsibility of the Director of Summer Camp to enforce the policies with parents.
33. Castilleja School shall work with the neighborhood, City of Palo Alto Transportation Division and Public Works Department to install bicycle warning signs and school zone signs, to paint "no parking" red zones along the curbs next to narrow driveways, and to designate a loading zone for commercial vehicles along Kellogg Avenue.
34. Castilleja School shall study the possibility of relocating the Bryant Street driveway location as well as reconfiguring the curb at the Bryant Street/Embarcadero Road intersection to slow traffic coming off of Embarcadero Road through the turn on to Bryant Street.
35. Castilleja School shall coordinate with surrounding property owners to petition the City of Palo Alto for the installation of stop signs on Kellogg and Emerson and Emerson and Melville Streets.
36. The outcome of efforts required in #33, #34 and #35 shall not effect the approval of this use permit (99-UP-48). The Use Permit shall remain valid despite the outcome of those efforts.

UTILITIES DEPARTMENT

6. If the electrical service needs to be upgraded to accommodate the facility, a load sheet and appropriate electrical diagrams shall be submitted to the Utilities Department for review.
7. The applicant shall pay connection fees associated with the installation of any new services by the City of Palo Alto Utilities Department.

FIRE DEPARTMENT

8. A fire sprinkler system that meets the requirements of NFPA Standard No. 13, 1996 Edition (PAMC 15.04.160). The sprinkler system installation requires a separate submittal to the Fire Prevention Bureau (PAMC 15.04.083).
9. A Fire Department access road 20 feet in width and 13'-6" of vertical clearance is required. The road must meet weight access (60,000 lbs.) and turning radius (36 feet inside) requirements of a fire truck. Road shall be all weather and shall reach to within 150 feet of any point on the first floor exterior (98 CFC902.2.2).
10. Applicant shall provide a plan for maintaining safe means of egress for building occupants while work is underway in accordance with Article 87 of the 1998 California Fire Code.

Lisa Grote

LISA GROTE
Chief Planning Official
March 17, 2000

NOTE

This Use Permit is granted in accordance with and subject to the provisions of Chapter 18.90 of the City of Palo Alto Municipal Code. This permit will become effective ten days following the date of this letter, unless an appeal is filed as provided by Chapter 18.92 of the Palo Alto Municipal Code. A copy of this letter shall accompany all future requests for City permits relating to this approval. In the event that this approval is appealed, an additional letter will be mailed with information regarding the scheduled hearing dates before the Planning Commission and the City Council.

In any case in which the conditions to the granting of a Use Permit have not been complied with, the Zoning Administrator shall give notice to the permittee of intention to revoke such permit at least ten (10) days prior to a hearing thereon. Following such hearing and if good cause exists therefore, the Zoning Administrator may revoke the Use Permit.

A Use Permit which has not been used within one (1) year after the date of granting becomes void, although the Zoning Administrator may, without a hearing, extend the time for an additional year if an application to this effect is filed before the expiration of the first year.

MEMORANDUM

To: Amy French, Chief Planning Official, City of Palo Alto
From: Katherine Waugh, Senior Project Manager
Subject: Castilleja School Building Survey and Gross Floor Area Assessment
Date: November 17, 2021
Attachment(s): Attachment A – Raw Square Feet and Gross Floor Area Tables
Attachment B – Building Survey Images
Attachment C – Elevation Data for Finished Floor and Adjacent Grade

Dudek has completed a survey of all existing structures at the Castilleja School located at 1310 Bryant Street and has evaluated the total Gross Floor Area (GFA) at the campus based on the definition of GFA in the City of Palo Alto Municipal Code. This memorandum summarizes the applicable sections of the Municipal Code and identifies the Municipal Code sections that pertain to each component of the existing campus structures. Three attachments to this memorandum are provided:

- Attachment A contains tables showing the measured floor area (raw square feet) and GFA for each building area and feature within the campus;
- Attachment B is a set of images showing the outlines of the components of each building;
- Attachment C provides elevation data of the finished level of the first floor and adjacent grade elevation for each building that includes a basement.

An explanation of how the data in each attachment is organized is provided at the end of this memorandum.

Building Survey Methodology

Dudek staff collected terrestrial laser scans of Castilleja School using a Leica RTC360 3D Laser Scanner. The scanner was mounted on top of a tripod with a total of 509 scan setup locations. Scans were conducted around the periphery of the buildings, on walkways between buildings, and in the interior campus. Additionally, scans were conducted in the entrances to buildings, down stairwells, into and throughout basements. Lastly, scans were conducted on the second-floor breezeways and exterior stairwells.

Following data collection all 509 scans were loaded into Leica's Cyclone software and registered to one another. Registration is the process of aligning all scans to all other scans to position them in the correct XYZ coordinate space. A proper registration results in a point cloud with aligned surfaces and crisp edges.

Once the scans were registered and a unified point cloud was created, the process of mapping building footprints, basement extents, and other areas was performed. This process was done by creating horizontal slices through the

different buildings and floors, essentially removing the ceilings and floors from view, revealing just the walls. When this is viewed from a top-down perspective it provides a floorplan of the buildings. Going one building at a time and one floor at a time these floorplans are digitized to polygons. When complete the polygons are exported from Cyclone for use in AutoCAD Civil 3D.

The final step in the process was to calculate the areas of the polygons in Civil 3D and create the plan sheets that are provided in Attachment B.

Municipal Code Summary

The City of Palo Alto Municipal Code Section 18.12.040 (b) summarizes how GFA is determined for purpose of compliance with floor area ratio limits allowed in low density residential zoning districts. As stipulated in the Municipal Code, GFA includes the total covered area of all floors of a main structure and accessory structures greater than 120 square feet in area, including covered stairways, as modified by specific inclusions, conditions, and exclusions. The floor area is measured to the outside surface of stud walls. In low density residential zone districts, the list of features to be included in the GFA calculation is provided in the Municipal Code Zoning Ordinance definitions, Section 18.04.030(a)(65)(C) and the list of features to be excluded in low density residential zone districts is provided in the Municipal Code Zoning Ordinance definitions, Section 18.04.030(a)(65)(D). These inclusions and exclusions are also summarized in the Municipal Code Zoning Ordinance R-1 Single-Family Residential District, Development Standards, Section 18.12.040(b), Table 3.

Building Survey Findings

The building survey conducted at the Castilleja School determined the GFA of each onsite structure in conformance with the applicable Municipal Code standards. As indicated below and detailed in Attachment A, the low-density residential inclusions and exclusions were considered in determining the GFA of all covered floors and features of structures greater than 120 square feet in area within the Castilleja campus.

Table 1 identifies all of the provisions of Municipal Code Section 18.04.030(a)(65)(C), which define building features that must be included in the calculation of GFA in the low density residential zone, and whether those features are present within the Castilleja School campus. In addition to the standards identified Municipal Code Section 18.04.030(a)(65)(C), Municipal Code Section 18.12.040(b), Table 3, states that entry features less than 12 feet in height, if not substantially enclosed and not recessed shall be included (counted once) in the GFA. The entry feature on the Bryant Avenue elevation of Rhoades Hall is included in the GFA for Rhoades Hall, as shown in the pdf image titled “Castilleja First Floor Covers,” which is page 6 of Attachment B.

Table 2 identifies all of the provisions of Municipal Code Section 18.04.030(a)(65)(D), which define building features that are excluded from the calculation of GFA in the low density residential zone, and whether those features are present within the Castilleja School campus. Table 3 identifies the GFA for each building within the campus and the campus’s total GFA.

Table 1
Municipal Code Section 18.04.030(a)(65)(C) - Low Density Residential Inclusions

Municipal Code Provision	Castilleja School Building Survey Findings
<p>18.04.030(a)(65)(C) Low Density Residential Inclusions and Conditions: In the RE and R-1 single- family residence districts and in the R-2 and RMD two-family residence districts, “gross floor area” means the total covered area of all floors of a main structure and accessory structures greater than one hundred and twenty square feet in area, including covered parking and stairways, measured to the outside of stud walls, including the following</p>	<p>Occurs:</p> <p>All buildings (ground floors, second floors where present, and third floors where present)</p> <p>Rhoades Hall (exterior covered stairways between first and second floors),</p> <p>Arrillaga Campus Center (exterior covered stairways between first and third floors)</p>
<p>(i) Floor area where the distance between the top of the finished floor and the roof directly above it measures seventeen feet or more shall be counted twice</p>	<p>Occurs:</p> <p>Leonard Ely building roof height is greater than 17 feet but less than 26 feet, thus this space is counted twice in determining GFA (see Attachment A).</p> <p>Gymnasium building lobby roof height (which is below the parapet height) is 17.5 feet on average, thus this space is counted twice in determining GFA (see Attachment A).</p>
<p>(ii) Floor area where the distance between the top of the lowest finished floor and the roof directly above it measures twenty-six feet or more shall be counted three times;</p>	<p>Occurs:</p> <p>The first floor of the Gymnasium building includes an approximately 8,360 square foot area that has a roof height greater than 26 feet above grade, thus is counted three times in determining GFA (see Attachment A).</p> <p>Note that the basement in the Gymnasium building also has higher ceiling heights but this code section is applied only to above grade building components.</p>
<p>(iii) Carports and garages shall be included in gross floor area</p>	<p>Does not occur</p>
<p>(iv) The entire floor area of a vaulted entry feature that extends above 12 feet measured from grade, whether enclosed or unenclosed, shall be counted twice in the calculation of gross floor area</p>	<p>Does not occur</p>
<p>(v) The footprint of a fireplace shall be included in the gross floor area, but is only counted one time</p>	<p>Does not occur</p>

Table 1
Municipal Code Section 18.04.030(a)(65)(C) - Low Density Residential Inclusions

Municipal Code Provision	Castilleja School Building Survey Findings
(vi) All roofed porches, arcades, balconies, porticos, breezeways or similar features when located above the ground floor and more than 50% covered by a roof or more than 50% enclosed shall be included in the calculation.	Occurs: Rhoades Hall (exterior covered balcony on second floor)
(vii) Recessed porches on the ground floor extending in height above the first floor shall be included once in the calculation.	Does not occur

Table 2
Municipal Code Section 18.04.030(a)(65)(D) - Low Density Residential Exclusions

Municipal Code Provision	Castilleja School Building Survey Findings
(i) Basements where the finished level of the first floor is not more than three feet above the grade around the perimeter of the building foundation, shall be excluded from the calculation of gross floor area, provided that lightwells, stairwells and other excavated features comply with the provisions of Section 18.12.070	Does not occur. Basements are present at Rhoades Hall, Chapel Theater, Gymnasium, and Arrillaga Campus Center, but first floor for all of these buildings is less than 3 feet above grade (see Attachment C).
(ii) Areas on floors above the first floor where the height from the floor level to the underside of the rafter or finished roof surface is less than 5 feet shall be excluded from the calculation of gross floor area;	Does not occur
(iii) Two hundred square feet of unusable third floor equivalent, such as attic space, shall be excluded from the calculation of gross floor area. Provided, there shall be no exclusion of floor area if any portion of the unusable third floor equivalent area has a roof slope of less than 4:12	Does not occur
(iv) Bay windows shall be excluded from gross floor area if the bay structure is located at least eighteen inches above the interior finished floor level, projects no more than two feet from the main building wall and more than 50% of the bay area is covered by windows	Does not occur

Table 2
Municipal Code Section 18.04.030(a)(65)(D) - Low Density Residential Exclusions

Municipal Code Provision	Castilleja School Building Survey Findings
<p>(v) Open or partially enclosed (less than 50% enclosed) porches, whether recessed or protruding, located on the first floor, and for R-1 zones porches reaching a height of less than 12 feet measured from grade as set forth in Section 18.12.040(b), shall be excluded from gross floor area, whether covered or uncovered. Recessed porches located on the first floor with a depth of less than 10 feet shall be excluded from the calculation if the exterior side(s) of the porch is open</p>	<p>Does not occur – the following features were considered in relation to this provision but determined not to meet the standards for exclusion. Thus the features listed below are <u>included</u> in the GFA.</p> <p>Rhoades Hall (exterior covered arcade/porch on first floor, exterior covered lockers arcade/porch on first floor, exterior covered entry/porch on first floor – all features are more than 50% enclosed, at least 12 feet in heights, and more than 10 feet in depth),</p> <p>Gymnasium (exterior covered arcade/porch on first floor, includes area in front of Leonard Ely – height is greater than 12 feet and depth is greater than 10 feet), and</p> <p>Administration building (porch facing Bryant Street that is more than 50% enclosed)</p>
<p>(vi) Porte-cocheres shall be excluded from the calculation of gross floor area</p>	<p>Does not occur</p>
<p>(vii) For residences designated on the city’s Historic Inventory as a Category 1 through 4 historic structure as defined in Section 16.49.020 any contributing structure within a locally designated historic district, or if individually listed on the National Register of Historic Places or California Register of Historical Resources, the following gross floor area exclusions apply.</p> <ol style="list-style-type: none"> New or existing basement area, including where the existing finished level of the first floor is three feet or more above grade around the perimeter of the building foundation walls; and Up to 500 square feet of unusable attic space in excess of five feet in height from the floor to the roof above. <p>All exterior alterations to historic structures shall be subject to the provisions of Chapter 16.49 (Historic Preservation). Additionally, if the structure includes a second story or second story addition, the project shall be subject to the provisions of Section 18.12.110 (Single Family Individual Review).</p>	<p>Not applicable</p>

Table 3
Castilleja School Floor Area

Building	Gross Floor Area
Arrillaga Campus Center	37,179
Administration-Chapel-Theater	17,754
Gymnasium	33,513
Leonard Ely Arts Building	12,360
Maintenance Building	2,863
Pool Equipment Building	884
Rhoades Hall	33,793
TOTAL	138,345

Source: Attachment A - Measured Floor Area Tables

Introduction to Attachment A

Attachment A provides a set of tables that identify all of the measured square footage throughout the existing Castilleja School campus and whether those measured areas are included or excluded from the GFA. Each table identifies the building level using the following labels:

B1 is the first level below grade.

B2 is the second level below grade.

L1 is the ground floor level.

L2 is the second level above grade.

L3 is the third level above grade.

L1-L3 indicates exterior stairways between the ground floor and third floor above grade.

B1-L1 indicates exterior stairways between the first level below grade and the ground floor.

Each table also identifies the actual measured building space, which is labeled as the “Raw Square Feet,” and identifies the total GFA for each measured space. The first page of Attachment A provides a summary of the building survey findings. Pages 2 through 8 present a table specific to each of the existing buildings. These building-specific tables identify whether a measured space is included or excluded from the GFA, the Municipal Code section that was relied upon to make the determination of whether a space is included or excluded, and the page within Attachment B that shows each measured space.

Introduction to Attachment B

Attachment B provides a set of images that show the floorplan (exterior walls only) of each measured space throughout the existing Castilleja School campus. The images are organized by building level, as follows:

- Page 1 shows the second level below grade (level B2, which is the lowest floor space within the campus and occurs only within the gymnasium)
- Page 2 shows the first level below grade (level B1)
- Page 3 shows the ground floor level (level L1).
- Page 4 shows the second level above grade (level L2).
- Page 5 shows the third level above grade (level L3, which is the highest floor space within the campus and occurs only within the Arrillaga Campus Center).
- Page 6 shows exterior covered elements such as arcades/porches on the ground floor level
- Page 7 shows exterior covered elements such as arcades/balconies on the second level above grade (which occurs only on Rhoades Hall)
- Page 8 shows all exterior stairways throughout the campus.

In addition, with the exception of pages 1, 7, and 5, the building orientation and placement within the campus is shown consistently on each image. For example, all elements of the Administration-Chapel-Theater building are shown in the upper left corner of each page, where applicable; and all elements of Rhoades Hall are shown in the upper center and upper right corner of each page, where applicable. As noted above, the levels shown on pages 1, 7, and 5 each occur only within one building on the campus, and thus those images are centered on the page and are not consistent with the building orientation and placement shown on the other pages in Attachment B.

Introduction to Attachment C

Attachment C presents a table that identifies the finished floor elevation for the ground floor level and elevation of the adjacent ground surface for each building that includes a below-grade level. This data is necessary to determine if basement space should be included or excluded from the GFA, pursuant to Municipal Code Section 18.04.030(a)(65)(D)i. The table is followed by images from the Castilleja School proposed building and grading plans for the Administration-Chapel-Theater building and the gymnasium, and images from the terrestrial laser scans collected as part of the building survey for the Pool Maintenance Building, Arrillaga Campus Center, and Rhoades Hall.

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Attachment A
Raw Square Feet and
Gross Floor Area Tables

Castilleja School Existing Campus Building Space

Summary			
Building	Level ¹	Raw Square Feet ²	Gross Floor Area ³ (square feet)
Rhoades Hall			
	B1	7,252.90	0.00
	L1	18,924.62	18,924.62
	L2	17,836.79	17,836.79
	L1-L2	417.46	417.46
Subtotal		44,431.77	37,178.87
Administration-Chapel-Theater			
	B1	8,594.56	0.00
	L1	10,072.27	10,072.27
	L2	7,682.03	7,682.03
Subtotal		26,348.86	17,754.30
Gymnasium			
	B2	13,032.03	0.00
	B1	6,794.69	0.00
	L1	16,166.57	33,512.54
Subtotal		35,993.29	33,512.54
Leonard Ely Fine Arts Building			
	L1	6,179.85	12,359.70
Subtotal		6,179.85	12,359.70
Maintenance			
	L1	1,941.01	1,941.01
	L2	921.98	921.98
Subtotal		2,862.99	2,862.99
Pool Equipment			
	B1	832.53	0.00
	L1	883.84	883.84
Subtotal		1,716.37	883.84
Arrillaga Campus Center			
	B1	4,636.40	0.00
	B1-L1	263.24	0.00
	L1	10,980.51	10,980.51
	L2	11,093.47	11,093.47
	L3	11,093.47	11,093.47
	L1-L3	625.13	625.13
Subtotal		38,692.22	33,792.58
Total		156,225.35	138,344.82

Notes:

1. Level indicates the building floor level as follows:

- B1 is the first level below grade.
- B2 is the second level below grade.
- L1 is the ground floor level.
- L2 is the second level above grade.
- L3 is the third level above grade.
- L1-L3 indicates exterior stairways between the ground floor and third floor above grade.
- B1-L1 indicates exterior stairways between the first level below grade and the ground floor.

2. Raw Square Feet identifies the measured square footage of each building area.

3. Gross Floor Area identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code (PAMC). Areas shown as having a GFA of 0.00 are excluded from the GFA. Areas shown as having a GFA that is greater than the Raw Square Feet are counted twice or three times. Refer to the individual building sheets for additional detail.

Castilleja School Existing Campus Building Space

Rhoades Hall

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
B1	Basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	6,977.55	0.00
B1	Basement area beyond building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	246.95	0.00
B1	Basement area beyond building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	28.40	0.00
L1	Portion closer to Admin-Chapel-Theater	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	3,570.22	3,570.22
L1	Portion closer to Kellogg Avenue	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	10,359.75	10,359.75
L1	Exterior covered arcade/porch	Page B-6: Castilleja first floor covers	Included because does not meet tests for exclusion under 18.04.030(a)(65)(D) v	4,253.35	4,253.35
L1	Exterior covered lockers (arcade/porch)	Page B-6: Castilleja first floor covers	Included because does not meet tests for exclusion under 18.04.030(a)(65)(D) v	364.90	364.90
L1	Exterior covered entry porch	Page B-6: Castilleja first floor covers	Included because does not meet tests for exclusion under 18.04.030(a)(65)(D) v	376.40	376.40
L2	Portion closer to Chapel Theater-Admin	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	3,517.69	3,517.69
L2	Portion closer to Kellogg Avenue	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	9,691.22	9,691.22
L2	Exterior balcony	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) vi	4,627.88	4,627.88
L1-L2	Exterior stairway #1; between L1 and L2	Page B-8: Castilleja stairs	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	147.26	147.26
L1-L2	Exterior stairway #2; between L1 and L2	Page B-8: Castilleja stairs	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	130.86	130.86
L1-L2	Exterior stairway #3; between L1 and L2	Page B-8: Castilleja stairs	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	139.34	139.34
Total Raw Square Feet ² for Rhoades Hall				44,431.77	
Total Gross Floor Area ³ for Rhoades Hall					37,178.87

Notes:

1. Level indicates the building floor level as follows:

B1 is the first level below grade.

L1 is the ground floor level.

L2 is the second level above grade.

L1-L2 indicates stairways between the ground floor level and the second level above grade.

2. Raw Square Feet identifies the measured square footage of each building area.

3. Gross Floor Area identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code. Areas shown as having a GFA of 0.00 are excluded from the GFA.

Castilleja School Existing Campus Building Space
Administration-Chapel-Theater

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
B1	Basement closer to Bryant Street; basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	4,286.17	0.00
B1	Basement closer to Gym; basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	4,308.39	0.00
L1	Ground floor	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	9,963.31	9,963.31
L1	Covered and enclosed porch	Page B-6: Castilleja first floor covers	Included because does not meet tests for exclusion under 18.04.030(a)(65)(D) v	108.96	108.96
L2	Second floor	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	7,682.03	7,682.03
Total Raw Square Feet ² for Administration-Chapel-Theater				26,348.86	
Total Gross Floor Area ³ for Administration-Chapel-Theater					17,754.30

Notes:

1. Level indicates the building floor level as follows:

B1 is the first level below grade.

L1 is the ground floor level.

L2 is the second level above grade.

2. Raw Square Feet identifies the measured square footage of each building area.

3. Gross Floor Area identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code. Areas shown as having a GFA of 0.00 are excluded from the GFA.

Castilleja School Existing Campus Building Space
Gymnasium

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
B2	Lower basement; basement area within building footprint	Page B-1: Castilleja basement lower	Excluded per 18.04.030(a)(65)(D) i	6,633.49	0.00
B2	Lower basement; basement area within building footprint [note 18.04.030(a)(65)(C) i regarding roof height does not apply to basement]	Page B-1: Castilleja basement lower	Excluded per 18.04.030(a)(65)(D) i	6,398.54	0.00
B1	Upper basement; basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	6,794.69	0.00
L1	First floor area with roof below 17 feet	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	4,981.44	4,981.44
L1	First floor lobby, roof higher than 17 feet	Page B-3: Castilleja buildings first floor	18.04.030(a)(65)(C) i (count twice)	626.71	1,253.42
L1	Main gym, roof higher than 26 feet	Page B-3: Castilleja buildings first floor	18.04.030(a)(65)(C) ii (count three times)	8,359.63	25,078.89
L1	Exterior covered arcade/porch; includes area in front of Leonard Ely	Page B-6: Castilleja first floor covers	Included because does not meet tests for exclusion under 18.04.030(a)(65)(D) v	2,198.79	2,198.79
Total Raw Square Feet ² for Gymnasium				35,993.29	
Total Gross Floor Area ³ for Gymnasium					33,512.54

Notes:

1. Level indicates the building floor level as follows:

B1 is the first level below grade.

L1 is the ground floor level.

L2 is the second level above grade.

2. Raw Square Feet identifies the measured square footage of each building area.

3. Gross Floor Area identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code. Areas shown as having a GFA of 0.00 are excluded from the GFA. Areas shown as having a GFA that is greater than the Raw Square Feet are counted twice or three times.

Castilleja School Existing Campus Building Space
Leonard Ely Fine Arts Building

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
L1	Single story building, roof greater than 17 feet in height	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) i (count twice)	6,179.85	12,359.70
Total Raw Square Feet ² for Leonard Ely				6,179.85	
Total Gross Floor Area ³ for Leonard Ely					12,359.70

Notes:

1. Level indicates the building floor level as follows:

L1 is the ground floor level.

2. Raw Square Feet identifies the measured square footage of the building area.

3. Gross Floor Area identifies the Gross Floor Area (GFA) for the building area as defined in the Palo Alto Municipal Code. The space within the Leonard Ely building is shown as having a GFA greater than the Raw Square Feet because that area is counted twice.

Castilleja School Existing Campus Building Space
Maintenance Building

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
L1	Ground floor	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	1,941.01	1,941.01
L2	Second floor	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	921.98	921.98
Total Raw Square Feet ² for Maintenance Building				2,862.99	
Total Gross Floor Area ³ for Maintenance Building					2,862.99

Notes:

1. Level indicates the building floor level as follows:

L1 is the ground floor level.

L2 is the second level above grade.

2. Raw Square Feet identifies the measured square footage of each building area.

3. Gross Floor Area identifies the Gross Floor Area for each building area as defined in the Palo Alto Municipal Code.

Castilleja School Existing Campus Building Space
Pool Equipment Building

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
B1	Basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	448.28	0.00
B1	Basement area beyond building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	203.07	0.00
B1	Basement area beyond building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	181.18	0.00
L1	Ground floor	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	883.84	883.84
Total Raw Square Feet ² for Pool Equipment Building				1,716.37	
Total Gross Floor Area ³ for Pool Equipment Building					883.84

Notes:

1. Level indicates the building floor level as follows:

B1 is the first level below grade.

L1 is the ground floor level.

2. Raw Square Feet identifies the measured square footage of each building area.

3. Gross Floor Area identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code. Areas shown as having a GFA of 0.00 are excluded from the GFA.

Castilleja School Existing Campus Building Space
Arrillaga Campus Center

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
B1	Basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	4,433.37	0.00
B1	Basement area beyond building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	203.03	0.00
L1	Ground floor	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	10,980.51	10,980.51
L2	Second floor	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	11,093.47	11,093.47
L3	Third floor	Page B-5: Castilleja buildings third floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	11,093.47	11,093.47
L1-L3	Exterior stairway #4; between L1 and L3	Page B-8: Castilleja stairs	Included per 18.04.030(a)(65)(C) vi	312.58	312.58
L1-L3	Exterior stairway #5; between L1 and L3	Page B-8: Castilleja stairs	Included per 18.04.030(a)(65)(C) vi	312.55	312.55
B1-L1	Exterior stairway #6; between L1 and B1; this stairway also serves pool basement	Page B-8: Castilleja stairs	Excluded per 18.04.030(a)(65)(D) i	263.24	0.00
Total Raw Square Feet ² for Arrillaga Campus Center				38,692.22	
Total Gross Floor Area ³ for Arrillaga Campus Center					33,792.58

Notes:

1. Level indicates the building floor level as follows:

B1 is the first level below grade.

L1 is the ground floor level.

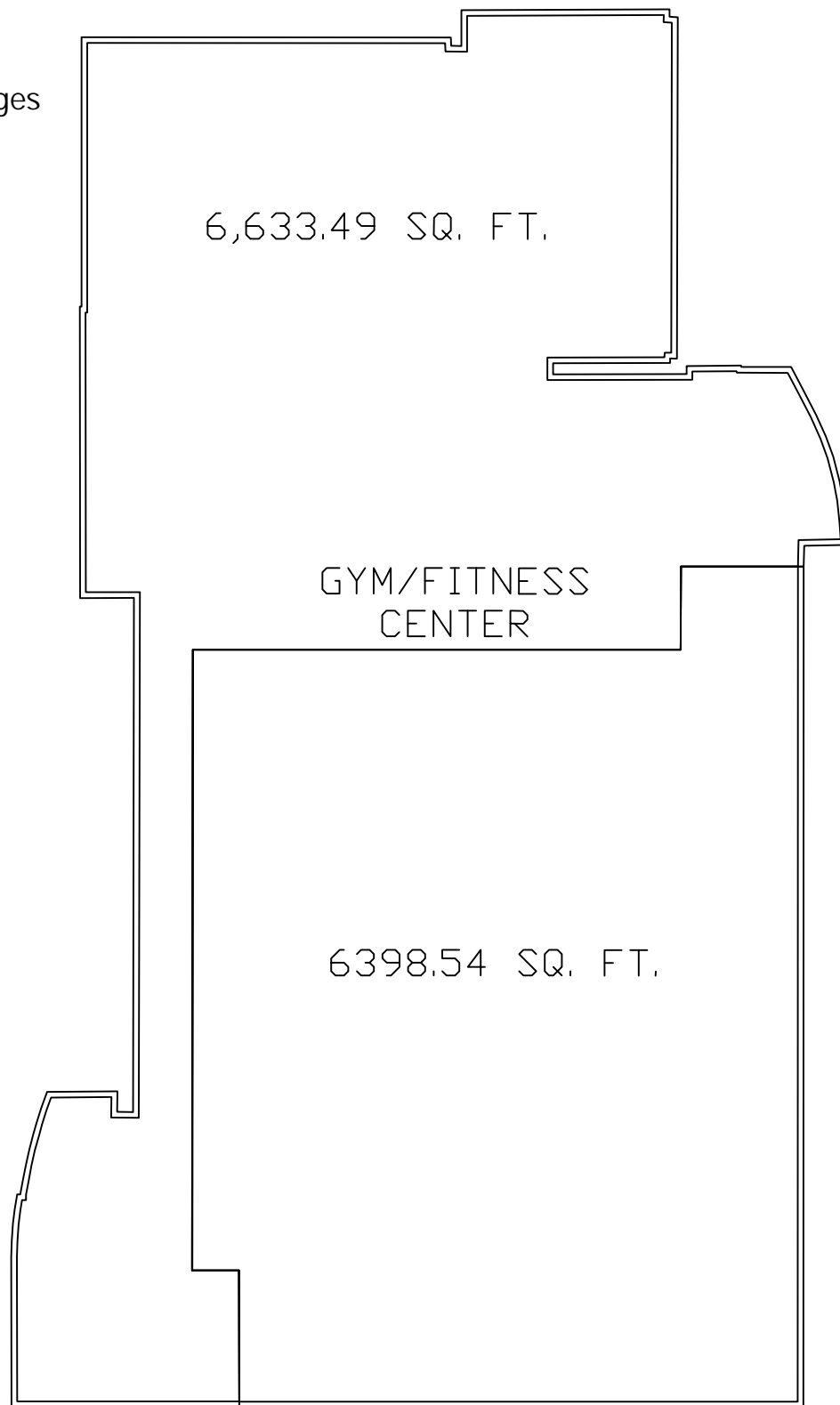
L2 is the second level above grade.

L1-L3 indicates exterior stairways between the ground floor and third floor above grade.

B1-L1 indicates exterior stairways between the first level below grade and the ground floor.

2. Raw Square Feet identifies the measured square footage of each building area.

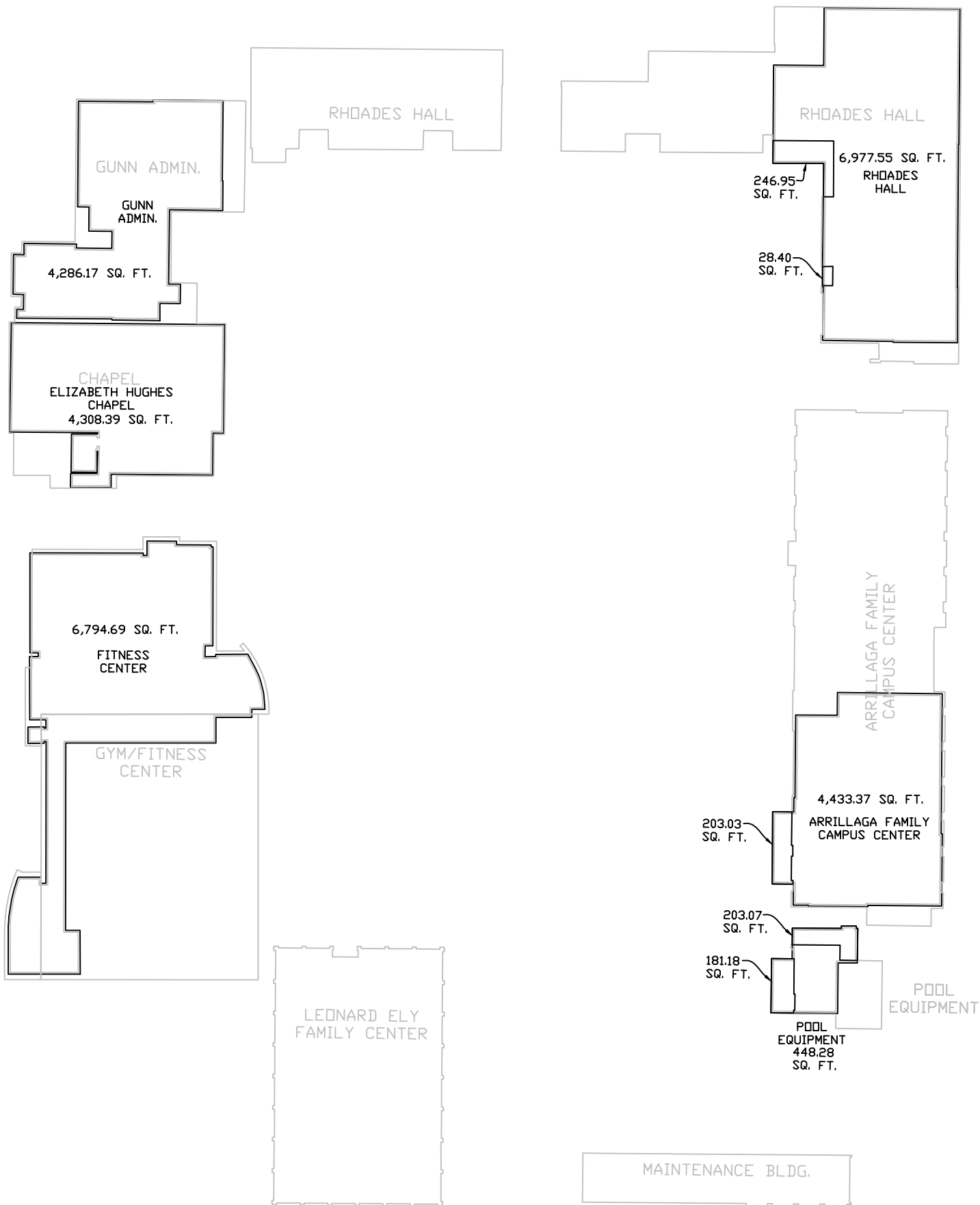
3. Gross Floor Area identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code. Areas shown as having a GFA of 0.00 are excluded from the GFA.



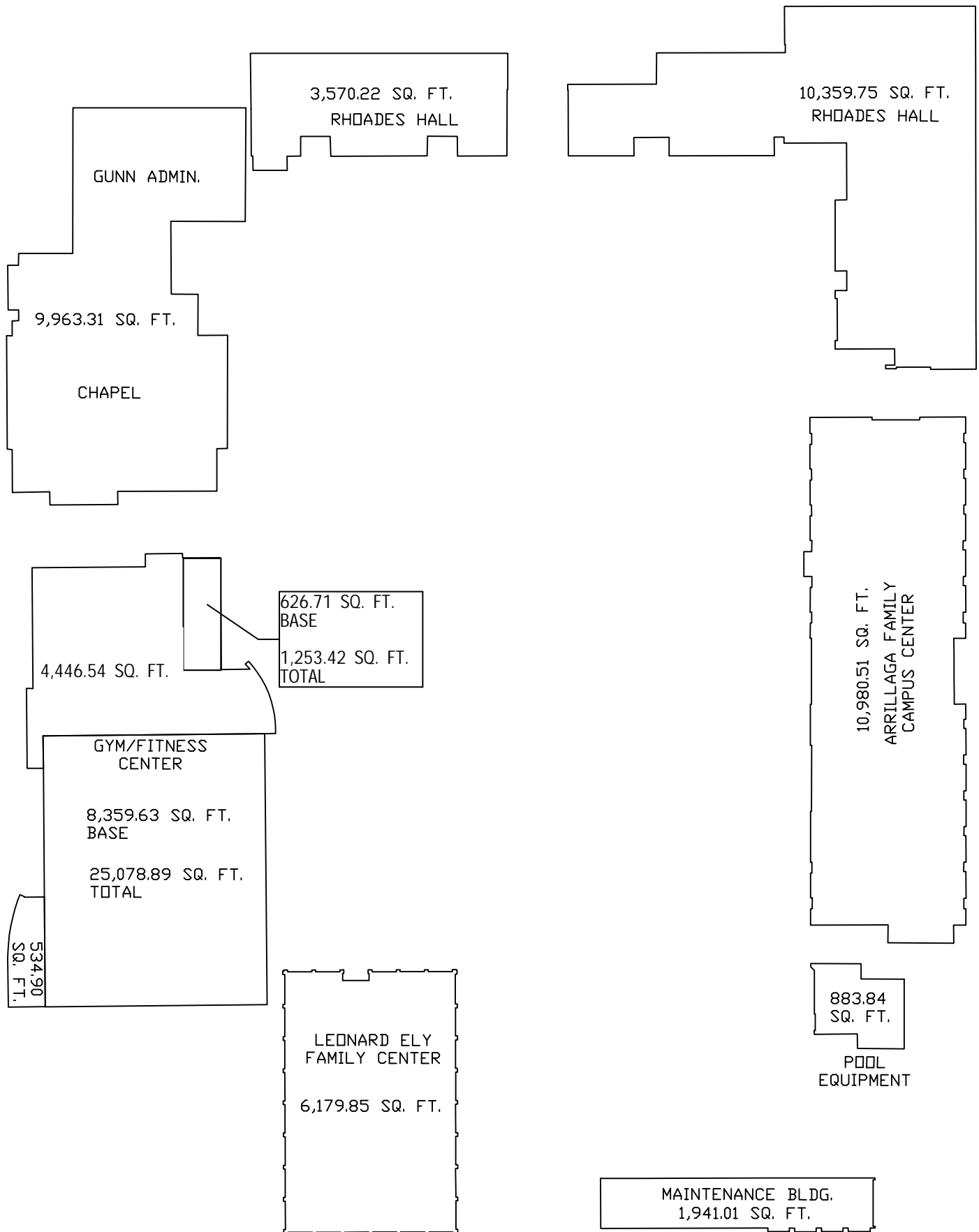
NOTE:

EXTERIOR OF BASEMENT IS BASED ON
AN ASSUMPTION OF AN 8" WIDE WALL
TO COMPUTE THE EXTERIOR OF THE
BASEMENT

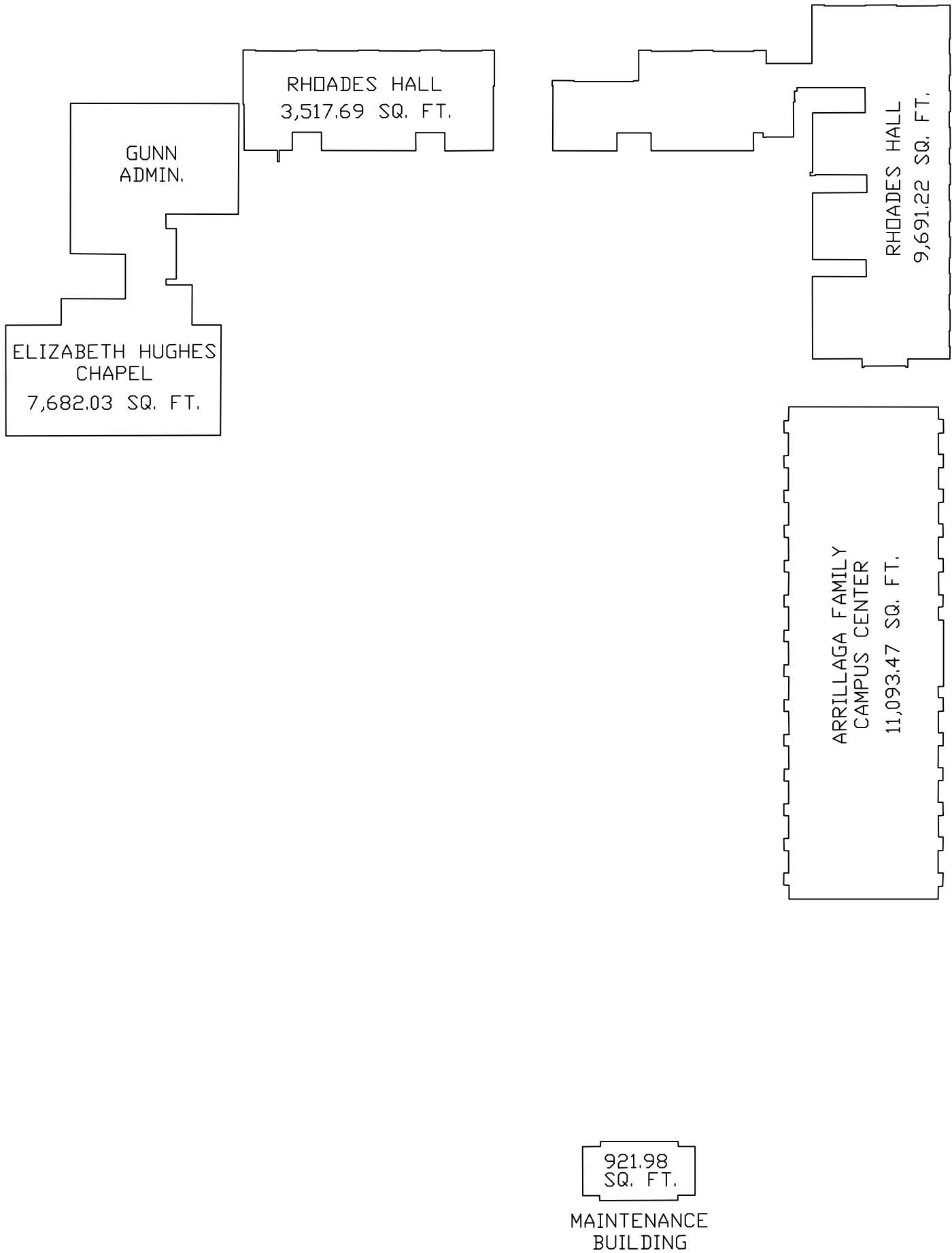
GYMNASIUM
LOWER BASEMENT



UPPER BASEMENTS UNDER
FIRST FLOOR BUILDINGS



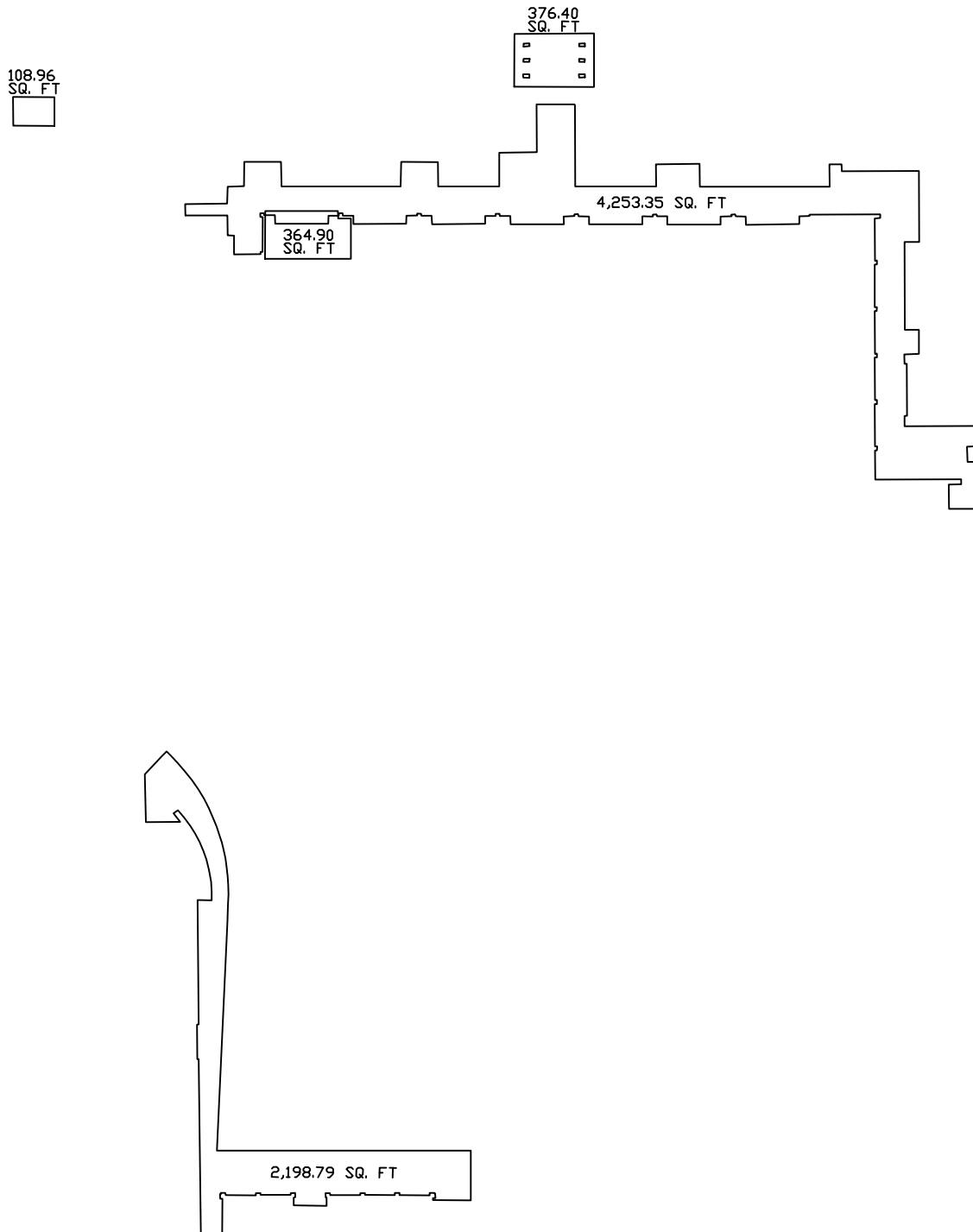
FIRST FLOOR
BUILDINGS



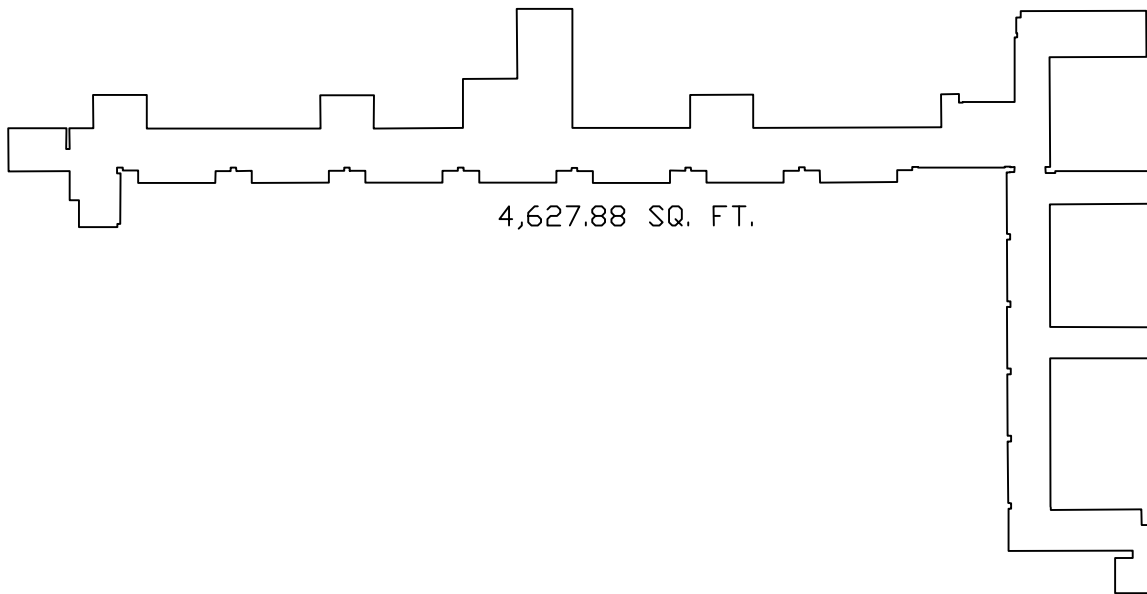
SECOND FLOOR
BUIDINGS

ARRILLAGA FAMILY
CAMPUS CENTER
11,093.47 SQ. FT.

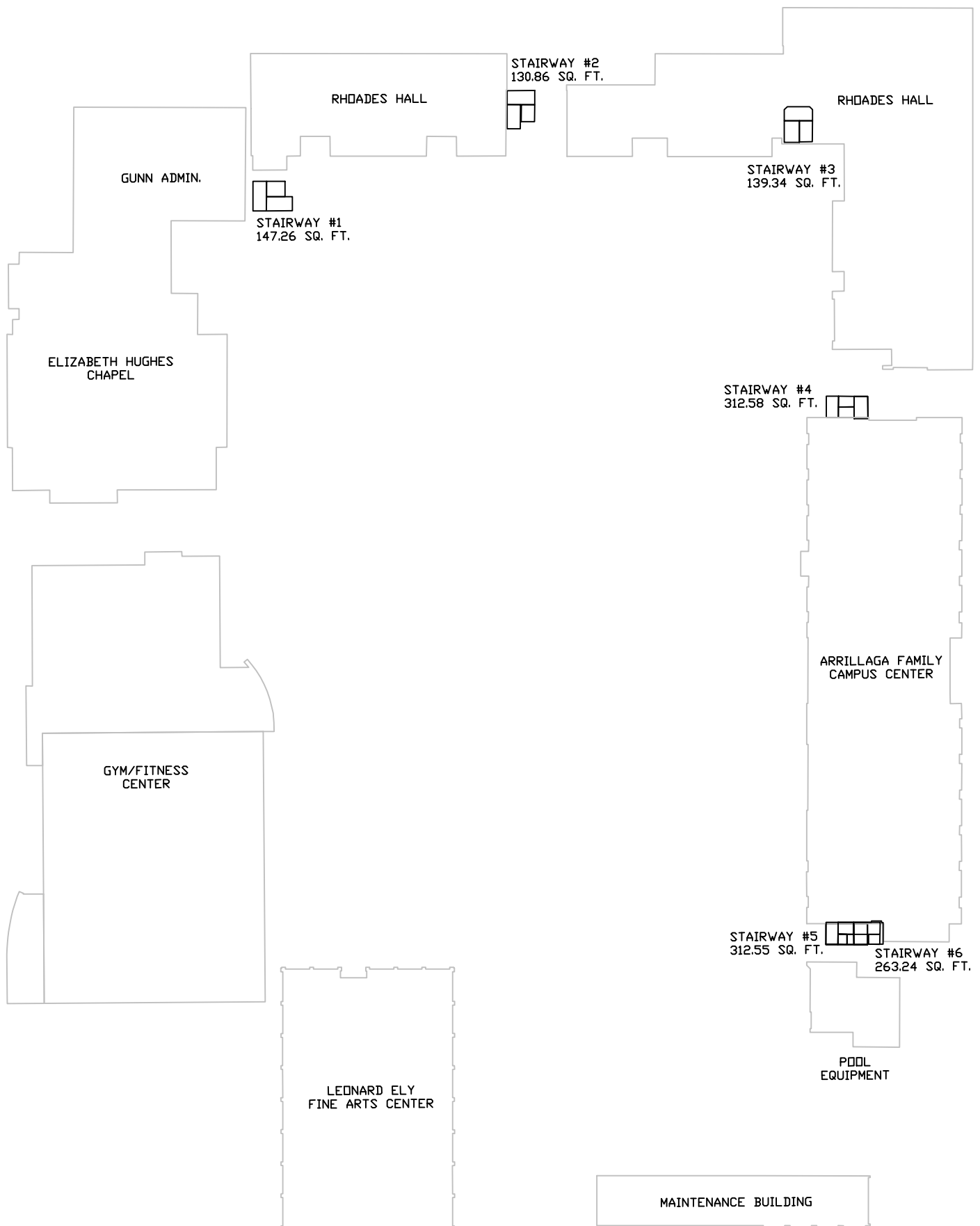
THIRD FLOOR BUILDING



FIRST FLOOR COVERS
RHOADES HALL, GUNN ADMIN.,
GYM, AND LEONARD ELY
FINE ARTS CENTER



SECOND FLOOR BREEZEWAY
RHOADES HALL



**Castilleja School Campus Building Survey
Finished Floor and Adjacent Grade Elevations**

Building Name	Finished Floor Elevation	Adjacent Grade Elevation	Difference
Administration- Chapel-Theater ¹	<i>Varies:</i>	<i>Varies:</i>	
	43.13 (northwestern edge of administration building)	42.62 (northwestern edge of administration building)	0.51
	43.11 northern edge (chapel-theater)	40.20 northern edge (chapel-theater)	2.91
	43.03 northwestern corner (chapel-theater)	Concrete at 42.99 to 43.02 northwestern corner (chapel-theater)	Max of 0.04
	41.35 to 41.40 western edge (chapel-theater)	41.35 to 41.40 western edge (chapel-theater)	0
Gymnasium	<i>Varies:</i>	<i>Varies:</i>	
	42.04 to 42.05 northwestern corner	41.74 to 44.67 northwestern corner	Max of 2.63
	42.03 northeastern corner	41.70 to 44.31 northeastern corner	Max of 2.28
	Generally 42 southerly portion	41.93 southeastern corner (existing concrete)	0.07
		41.98 southwestern corner (existing concrete)	0.02
Pool Equipment ²	-5.811 ft @ southeast entrance	-5.977 ft southeast	0.166 ft
	-5.301 ft @ northwest entrance	-5.333 ft northwest	0.032 ft
Arrillaga Campus Center ²	-5.760 ft @ southwest	-5.910 ft southwest	0.15 ft
	-5.420 ft @ west	-5.527 ft west	0.107 ft
	-5.424 ft @ west	-5.467 ft west	0.043 ft
Rhoades Hall ²	-3.855 ft @ main door	-5.088 ft southwest	1.233 ft
	-3.855 ft @ main door	-6.394 ft northeast	2.539 ft

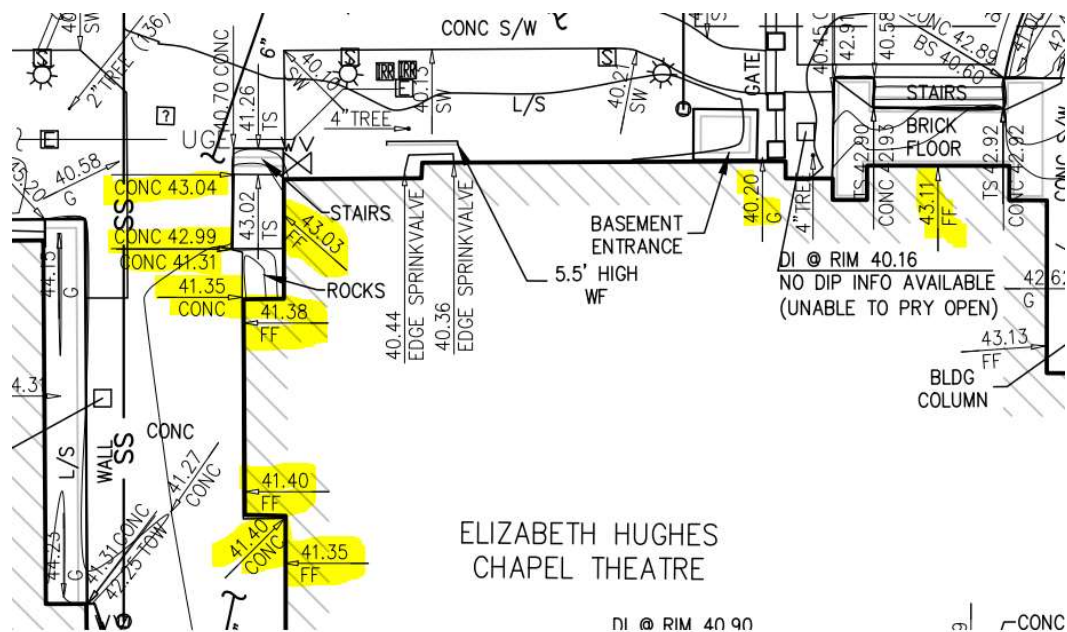
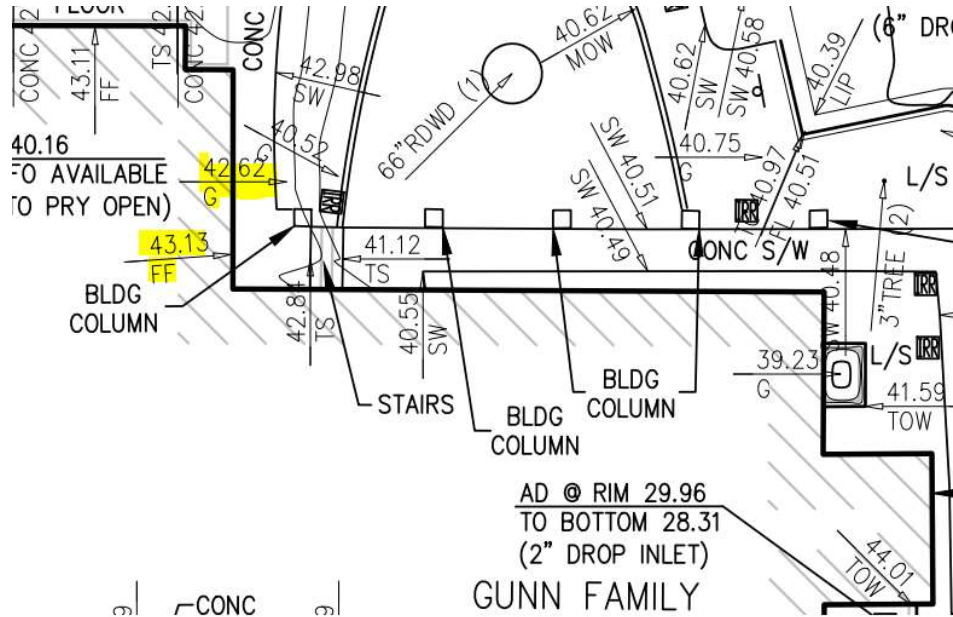
Notes

1 – Elevation data taken from topographic data on Site Plans sheets CB.101, CB.102, and CB.103

2 - Elevation data taken from building survey images. This data was not adjusted to actual elevation points. Thus, the elevation values are relative instead of absolute.

Images

Administration-Chapel-Theater



[illegible]

1

SELF RETAINING AREA (SEE CA.400)

CONC (41.93) MATCH EX

EXISTING BUILDING
FF 42.0

TOP OF BASIN 41.50
BOTTOM OF BASIN 40.50
INV OUT 38.00

SDMH
INV 10" THRU 34.54
INV 10" IN 38.18 (NW)

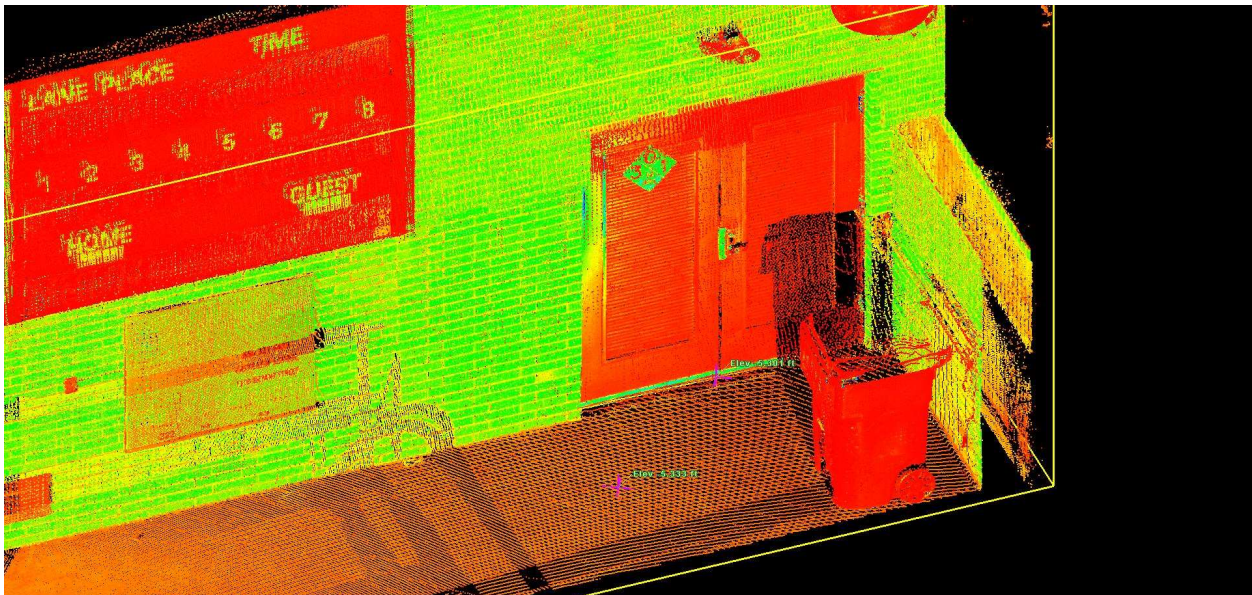
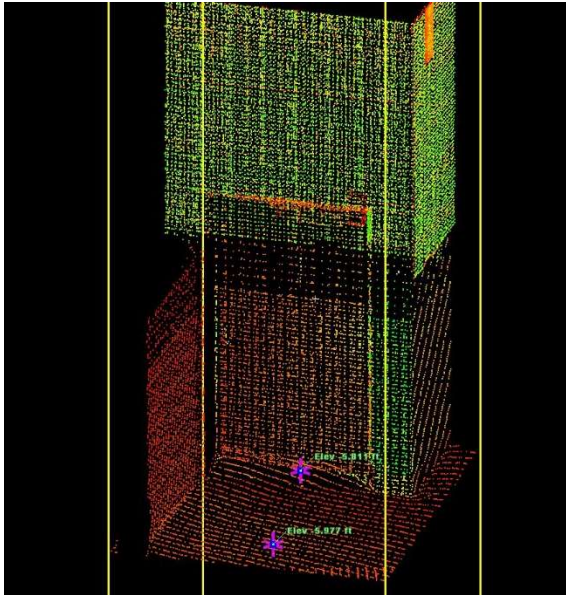
P 41.60

STAIRS, SEE STRUCTURAL PLANS

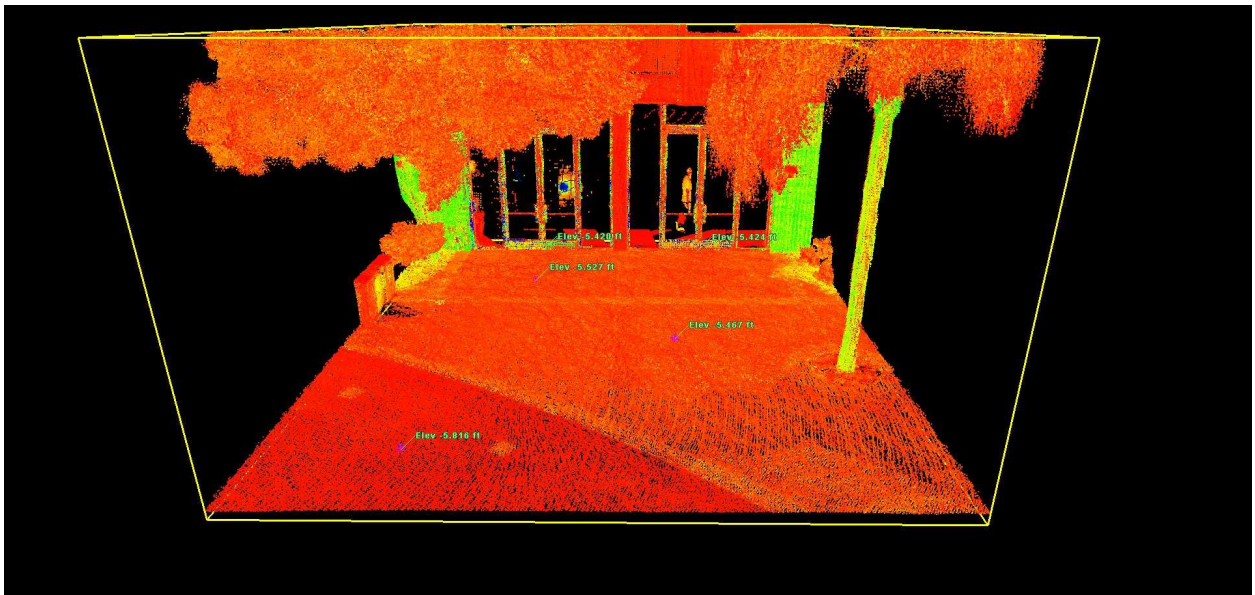
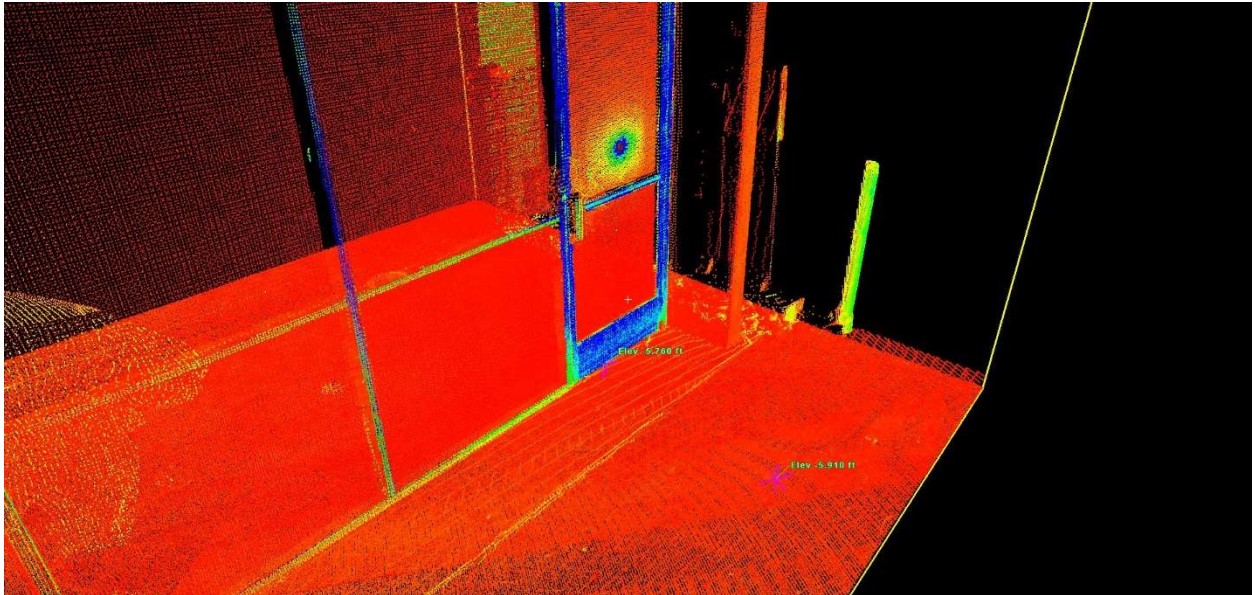
CONC (41.98) MATCH EX

10' 50' 104 LF S=1.00%

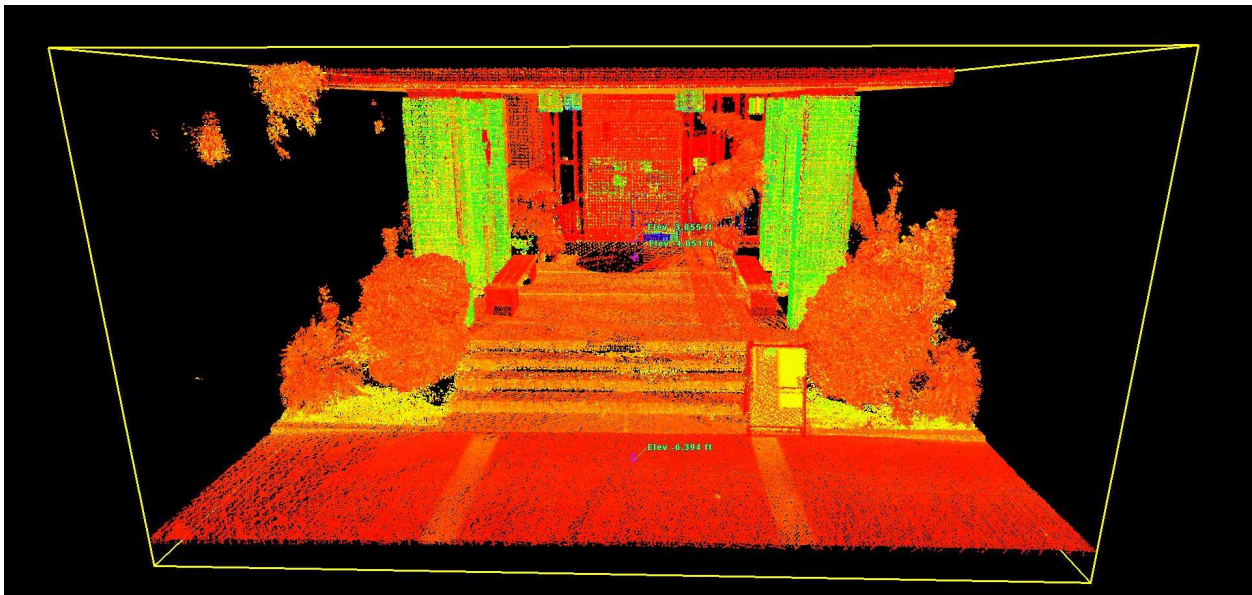
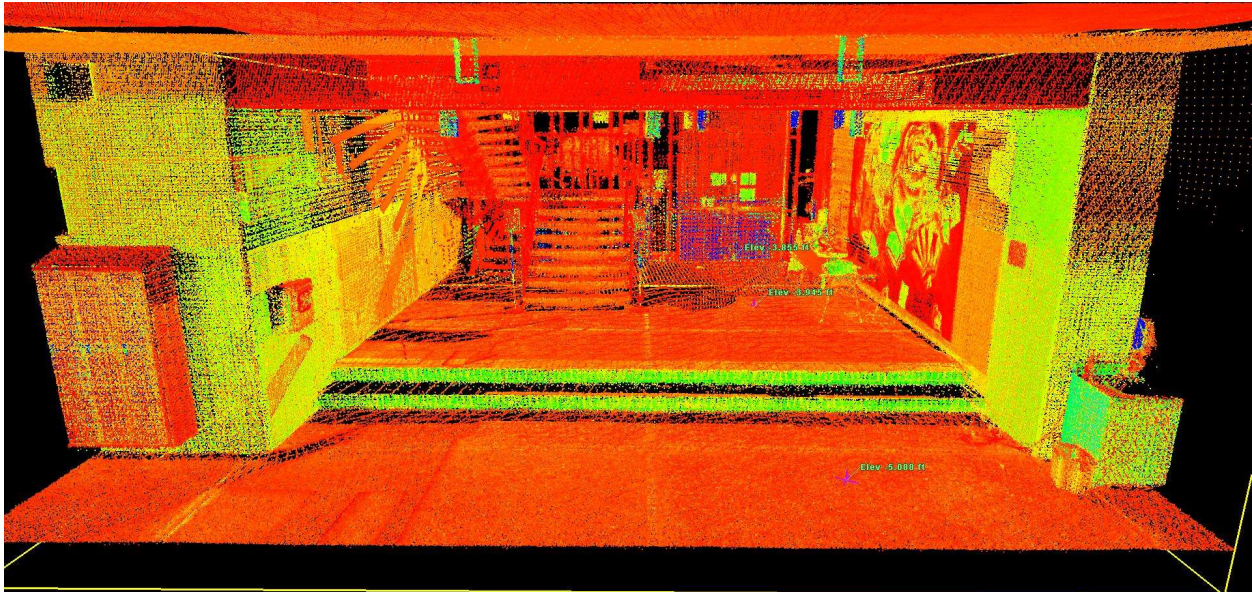
Pool Equipment Building:



Arrillaga Campus Center:



Rhoades Hall:



From: [Jeannine Marston](#)
To: [Council, City](#)
Subject: Castilleja School's proposal
Date: Sunday, May 22, 2022 1:54:09 PM

Some people who received this message don't often get email from jeannine.marston@gmail.com.
[Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Council Members,

I am a forty year plus neighbor of Castilleja School, Greene Middle School, Walter Hays, and Paly. I always believed the Palo Alto council was supportive of excellence in education. I have followed closely the long permit process Castilleja has endured to remodel their aging facility and expand opportunity for a proven winner in terms of girls' education. The time to approve Castilleja's application is now. My friends and neighbors in old Palo Alto have said the same thing to me---they are puzzled by just what is holding the council back in the permit process. Has any school ever been asked to go through so many revisions to get approval?

I currently serve on the Board of East Palo Alto Kids Foundation, and I see the state of education in peril all over California. Teachers are leaving the profession in droves, and California students have suffered from two plus years of pandemic education. Castilleja is a precious community resource with a number of under-served scholarship students. Give the school a chance to create a greener, more attractive new school, increase their enrollment, and prove they can follow your guidelines. Let the school manage its events responsibly, like every other school in Palo Alto. Please, don't make me lose faith in Palo Alto and its council. Let Castilleja's plan go forward. Thank you for serving our community.

*Jeannine Marston
1921 Waverley Street*

From: [Andie Reed](#)
To: [Council, City; Stump, Molly](#)
Subject: Castilleja Expansion
Date: Sunday, May 22, 2022 11:05:31 AM

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Dear Mayor Burt, Vice Mayor Kou, and Council Members,

Thanks for dedicating your depth of knowledge to understanding this complicated issue. We appreciate it's a tough one.

WHO DECIDES?

When the city council last reviewed this project, the proposed Gross Floor Area was stated at 109,000SF. Staff published the Dudek GFA study in Nov 17, 2021, requested by city council Mar 15, 2021, which shows the proposed GFA is 128,687SF. That's a significant difference. Since boards, commissions and city council have not studied that official recount of GFA (videos of all ARB and PTC meetings will bear this out), then the allowed proposed GFA is 109,000SF, not the 128,000SF the school is asking for. It would follow, therefore, that the school needs to reduce GFA to 109,000SF.

The fact that you didn't mention the Variance in the March 29, 2021 MOTION - does that imply that it is "passively approved"? I assumed you would get the official expert count of GFA and the PTC would deliberate the variance and then you would decide, but that hasn't happened.

In reading the current staff report for the May 23, 2022 City Council meeting, I'm again reminded that the law regarding the Variance is not being properly presented to you as decision-makers. The "findings" as presented leave off entire portions of the code section.

VARIANCE per the PAMC and, alternatively, per Staff Report:

Please note, top of Packet Page 242, staff starts off by quoting the Code Section 18.76.030(c) "Findings", as expected:

(1) Because of special circumstances applicable to the subject property, including (but not limited to) size, shape, topography, location, or surroundings, the strict application of the requirements and regulations prescribed in this title substantially deprives such property of privileges enjoyed by other property in the vicinity and in the same zoning district as the subject property."

However, the last sentence of this paragraph is *left off*, which is **"Special circumstances that are expressly excluded from consideration are:**

(A) The personal circumstances of the property owner, and
(B) Any changes in the size or shape of the subject property made by the property owner or his predecessors in interest while the property was subject to the same zoning designation."

Staff relegates the last sentence of (1) and all of (A) and (B) to the bottom of the page, to a footnote. Why? It appears as though staff is re-writing code to allow only the portions of this section that favor the applicant, and disregarding the sections that don't. The sections in the footnote clearly **disqualify the applicant from being granted this Variance**, as the school increased the size and shape of their own property by getting the city to grant them the 200 block of Melville in 1992, and merging 5 residential lots on the other side of Melville into the size and shape that exists today. Please do not let this get swept under the rug.

The only two buildings that have volumetrics are the **Arts Buildings (built in 1998) and the Gym (built in 2006), and both of these were built post-1993, which staff has stated is when the volumetric rules came into effect.** They were mis-reported, using only the footprint count. City council was not given accurate GFA counts when you last met in March 2021, as the Dudek study wasn't published until Nov 2021, and this is a much bigger re-placement of square footage than you knew about last year. Please take into consideration that the **Variance being requested is 47,300SF** (the difference between proposed 128,687SF and allowed 81,379SF). Perhaps there's a compromise somewhere in there; allowing an increase of some portion over 81,379, but not all the way up to 128,687. Why not require the new campus building to reduce their plans by the 20,000SF that wasn't counted when the gym was built? That's a real compromise. Basically, you'd allow them their original "ask", which is 109,000SF GFA.

THREATS:

Is it within your authority to apply Palo Alto zoning law to each applicant the same? If that is so, then do not be intimidated by the school's attorney, whose letters contain so many inaccuracies and misinformed statements as to be rendered powerless. Some of the press has been way off-base, taking what the attorney is saying at face value. Mr. Albert Yang, Deputy City Attorney, has already refuted many of the attorney's statements from prior letters that are repeated in the latest letter. Here's a quote, and there are many more important points in the 2-page letter from Mr. Yang: *"Leading up to the March 2021 Council hearings, staff suggested an interpretation of the PAMC that would exempt underground parking facilities for nonresidential uses from GFA by treating them as 'basements.' This approach would have harmonized the code with a prior project approval for the Congregation Kol Emeth. At its March 15, 2021 meeting, the City Council unequivocally rejected staff's interpretation, directing staff to 'treat the underground parking facility as an underground garage, not as a basement.' Therefore, staff's failure to count the garage for Congregation Kol Emeth towards GFA was in error."* PTC March 20, 2022 mtg, packet pages 183-

184: <https://www.cityofpaloalto.org/files/assets/public/agendas-minutes-reports/agendas-minutes/planning-and-transportation-commission/2022/ptc-03.30.2022-casti.pdf>

WHAT THE SCHOOL WANTS:

The school wants

- 540 students, but are they automatically entitled to this number? Why is the city of Palo Alto feeling obliged to grant this excessive increase? How has that gotten this far?
- a building expansion based on 540 students, assuming they will get this enrollment increase. Are they entitled to the expansion? A true reading of the Variances "findings" would suggest not.

Are you required to advance a project because it has succeeded in not being thoroughly vetted (new GFA information in Nov 2021) and it's been 6 years?

WHAT NEIGHBORS WANT:

What we want is

- no traffic impacts after the re-build, to be proved by requiring the school to come back for more students, not automatically granted them, which will be a fiasco and we don't want to be in the business of hiring lawyers to require the school to reduce enrollment (like we have done in the past);
- no underground garage exiting into Emerson at an already dangerous 3-way corner,
- fewer nighttime and weekend events (fundraisers and donor appreciation parties and Global Trip informational meetings do not need to be held on-site).

These goals have remained the same for 6 years, but the school has not given up one inch or one student in all that time.

Please keep enrollment at 450 for a few years after construction, so Castilleja can show they can succeed with their plans to not increase impacts, as they are adamant they can do, so it should not be a problem. If they succeed, then there's no problem for the school. Why put the risk of potential impacts on the residents? The school needs to prove success.

No one wants to risk going through a process with the city, so put it on them, not us.

Enrollment is our only leverage, so don't give it away.

Thanks for your hard work.

Andie Reed

--

Andie Reed CPA

Palo Alto, CA 94301

530-401-3809

From: [Jennifer Carolan](#)
To: [Council, City](#)
Cc: [Shawn Carolan](#)
Subject: Castilleja Hearing on Monday
Date: Sunday, May 22, 2022 9:09:05 AM

Some people who received this message don't often get email from jennifer@reachcapital.com.

[Learn why this is important](#)

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Dear City Council,

As a longtime resident of Palo Alto, and parent of a student in the public schools and former tenured teacher at PAUSD, I am emailing you to express my support for Castilleja School's proposal. I also want to express my faith that you, as leaders, will review this plan with integrity and equity in mind. I mention integrity and equity because at this point, in this overly long process, I am concerned about both.

Equity is at issue on many levels:

- With regard to traffic monitoring, why is Castilleja being asked to complete expensive daily counts when even Stanford is only monitored eight weeks per year?
- With regard to events, why is there a chance that Castilleja could be limited to only 50 when Palo Alto High School and Keys have no limits at all? Meanwhile, Pinewood must have a very different definition of what constitutes an event with only 12 permitted in their CUP. The Pinewood basketball program alone exceeds that count, and under the proposed definition for Castilleja all games would be counted as events. Why two systems for the different schools?

And integrity is at issue when:

- Facts in the EIR arrived at after years of study are cast aside over hearsay and conjecture. The EIR for the Castilleja project has been called the most thorough report of its kind in Palo Alto, and yet all of those years of study have been ignored because a few neighbors are unhappy that the facts do not support their claims.
- The school has offered years of meaningful compromise and yet everytime the school makes a concession, the goalposts move. At some point, this negotiation process needs to be conducted with honor and integrity, rather than with new demands trumped up at every turn.

I am, however, happy to see that you and the ARB and the PTC understand that underground parking is permissible for non-residential use within R1 zones. Underground parking was a wonderful investment in the neighborhood at Kol Emeth, and it will be at Castilleja as well.

Thank you for your service. Please approve this proposal with reasonable conditions of approval.

Jennifer Carolan

251 Tennyson Avenue

Jennifer Carolan

www.reachcapital.com

(408) 460-9122

Sent via [Superhuman](#)

From: [Evelyne Nicolaou](#)
To: [Council, City](#)
Date: Sunday, May 22, 2022 8:42:22 AM

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Dear City Council,

I write to you as a 20+ year resident, parent, and teacher at Castilleja. Each of these three identifiers gives me a perspective worth listening to; after all, if you only hear from dissatisfied neighbors, you are not getting the whole picture.

1.

20+ year resident

I have had the good fortune of living in Palo Alto for 23 years. In that time, I have seen the city adapt, grow, build lots of different housing, and approve the modernization of other schools. My son went to Gunn, and Gunn modernized their campus to meet the evolving needs of students and the community. I can't say that I've seen any other project in Palo Alto take as long as Castilleja's.

2.

Parent

My son went to Gunn, and my daughter went to Castilleja. Both schools are amazing! I am so grateful we had choices for our kids. Both schools hold events that are part of how every single school in the country operates. Events like basketball games, theater and dance productions, parent-teacher conferences, information nights, student dances. I understand that Castilleja has already proposed reducing these events by 30% from the current CUP, which sounds reasonable to me. I think that number would come out to about 90? But now the PTC is proposing an even further reduction to 50 events? It's not just "Events" that would be cut. You'd be cutting social interaction. As a parent and a teacher, this seriously irritates me. Kids need time to play, to laugh, to learn from one another in non-classroom settings. Taking that away from them is a monumental disservice to the development of their wellbeing. I can't imagine the outrage the parent community at Gunn would have if the city imposed those kinds of restrictions on them as are being proposed for Castilleja.

3.

Teacher

I put this last, not because it's the least important, but because I want to leave you with the perspective of the educator who is in the room with kids day in and day out, planning lessons, working hard to deliver the best education for the students who

are in my classroom. Throughout these six years, I don't think you've heard from the teachers or the students who are most affected by the decisions that are being made. My voice and perspective matter, too.

For the last 15 years, I have been teaching in a classroom that was converted from a dorm room built in the 1960s. The space I use to educate the next generation quite literally was NOT built for classroom instruction. I take great pride in creating lessons that support the different kinds of learners in my class. However, these dorm rooms—converted classrooms—prevent me from planning activities to teach in the best way possible. I'm not the only teacher whose classroom space simply does not fit the needs of 21st century learning. Sure, we've adapted, but now, it's time for others to adapt.

I've seen our entire school community adapt to traffic demand management measures that were asked of us years ago. When my daughter attended Castilleja, I would drive 3-4 kids to school every day. Now that she and her classmates have graduated, I bike to school. Adaptation. What I haven't seen is our neighbors adapt.

In conclusion, I hope that you read my letter with sincerity, and remember what's at stake beyond all the nitty gritty numbers and data. Your decisions impact real people—kids, students, learners, teachers, parents, and residents—who are heavily invested in the wellbeing of our community.

As a Palo Alto resident, a parent of two kids who went to both public and private schools in Palo Alto, and as a teacher, I believe my voice and perspective are valid to the conversation about Castilleja's future. I'm invested in what's best for the future of my home, and I truly believe that it's possible for reasonable compromises to be made so that we all benefit from Castilleja's modernization and enrollment proposal.

Thank you for your time and consideration. I sincerely hope to see an approval on May 23.
Evelyne

From: [herb](#)
To: [Council, City](#); [Clerk, City](#)
Subject: May 23, 2022 Council Meeting, Item #13: Castilleja School Project and EIR
Date: Saturday, May 21, 2022 5:32:37 PM

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Herb Borock
P. O. Box 632
Palo Alto, CA 94302

May 21, 2022

Palo Alto City Council
250 Hamilton Avenue
Palo Alto, CA 94301

**MAY 23, 2022 CITY COUNCIL MEETING, AGENDA ITEM #13
CASTILLEJA SCHOOL PROJECT AND ENVIRONMENTAL IMPACT REPORT**

Dear City Council:

I thought it would be helpful to supplement my remarks about "precedent" in my previous letter with some words of wisdom from former Senator Sam Ervin who chaired the Senate Select Committee on Presidential Campaign Activities regarding the Watergate burglary and other illegal activities during the 1972 Presidential campaign.

Castilleja's attorney is essentially saying that since a prior project was approved using a Gross Floor Area calculation that violated the law, then the Castilleja project should also be allowed to violate the law.

The following quotation is from a June 30, 1974 *New York Times* article by R. W. Apple.

The quotation appears under the subhead "**No Precedent**":

"There has been murder and larceny in every generation," said Sam Ervin to one witness, "but that hasn't made murder meritorious or larceny legal."

Sincerely,

Herb Borock

From: [herb](#)
To: [Council, City](#); [Clerk, City](#)
Subject: May 23, 2022 Council Meeting, Item #13: 1310 Bryant Street (Castilleja School Project and EIR)
Date: Saturday, May 21, 2022 5:05:08 PM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Herb Borock
 P. O. Box 632
 Palo Alto, CA 94302

May 21, 2022

Palo Alto City Council
 250 Hamilton Avenue
 Palo Alto, CA 94301

MAY 23, 2022 CITY COUNCIL MEETING, AGENDA ITEM #13
CASTILLEJA SCHOOL PROJECT AND ENVIRONMENTAL IMPACT REPORT

Dear City Council:

The California Environmental Quality Act (CEQA) requires you to review the Environmental Impact Report (EIR) for the Castilleja School Project to determine whether the EIR is adequate and complete.

CEQA Regulation 15378(a) says, "'Project' means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment" and CEQA Regulation 15378(c) says, "The term 'project' refers to the activity which is being approved and which may be subject to several discretionary approvals by governmental agencies. The term 'project' does not mean each separate governmental approval."

I urge you to either (1) reject the Castilleja School project without taking action on the EIR, or (2) direct staff to revise and recirculate a new Draft EIR that evaluates the whole project, including the following discretionary approvals that are not included in the project evaluated in the EIR that is before you.

Castilleja Summer Camp

Castilleja has a summer camp that is not included in the Conditional Use Permit application that is the subject of this agenda item, and that needs to be included in the CEQA project definition in a revised and recirculated EIR.

See: <https://www.castilleja.org/community/summer-at-casti>.

Castilleja Public Art for Project

In March 2022 Castilleja submitted an application for an \$850,000 public art installation that was the subject of a hearing before the Public Arts Commission on April 21, 2022, and that needs to be included in the CEQA project definition in a revised and

recirculated EIR.

See: <https://www.cityofpaloalto.org/files/assets/public/community-services/public-art-program/staff-reports-and-docs-for-pac/castilleja-school-initial-review-packet-with-staff-report.pdf>.

Satellite Parking at First Presbyterian Church

The staff report for this agenda item (ID # 14020)at Packet Page 176 says, "Castilleja currently leases 22 parking spaces as (sic) the First Presbyterian Church." The project description in the revised and recirculated EIR needs to include a Conditional Use Permit application for the satellite parking at First Presbyterian Church. The project definition in the revised and recirculated EIR also needs to include a Variance application for that parking, because the satellite parking site is located more than 500 feet from the project site and violates Palo Alto Municipal Code Section 18.52.050(c) that limits such satellite parking sites to be located not more than 500 feet from the project site.

Other Satellite Parking Sites

The single satellite parking site identified in the staff report is not adequate to accommodate all of the off-site parking required to enable the project to implement its Transportation Demand Management program. The project definition in the revised and recirculated EIR needs to identify each satellite parking location, needs to include a Conditional Use Permit application for each such satellite parking site located in Palo Alto, needs to identify the locations of any satellite parking sites outside of Palo Alto so that CEQA Responsible Agencies can be included in the list of recipients of all CEQA documents, and needs to include a separate Variance application for each satellite parking site in Palo Alto and outside Palo Alto that is more than 500 feet from the project.

Shuttle Routes and Schedules

One or more satellite parking sites may require transportation to and from the project site. The project definition in the revised and recirculated EIR needs to include the routes and schedules for each of those satellite sites. In addition, if shuttle service is needed from other places, such as the University Avenue Caltrain Station, the project definition in the revised and recirculated EIR needs to include the routes and schedules for each of those places.

Zoning Ordinance Text Amendment

You have considered whether to amend the regulations of the Zoning Ordinance located in Palo Alto Municipal Code (PAMC) Title 18 to change how basement space is evaluated when calculating Gross Floor Area for the project. The project definition in the revised and recirculated EIR needs to include any proposed amendment to the regulations pursuant to PAMC 18.80.080. Similarly, the project definition in the revised and recirculated EIR needs to include any proposed zone changes for the project.

Adoption of the project based on the current EIR without revising and recirculating the EIR as described above constitutes a prejudicial abuse of discretion and a violation of CEQA.

No Precedent

The applicant's attorney has argued that you should determine that a previous Council's action on a prior project at another location should be used as precedent when acting on the Castilleja project.

The prior project did not include testimony debating the alleged precedent and does not set a precedent for your action in the quasi-judicial proceeding regarding the project EIR that will be based on information you receive at the public hearing for the Castilleja project.

You may be aware that even United States Supreme Court justices who testified under oath at their confirmation hearings that *Roe v. Wade* is settled law may, after being sworn in as justices, decide that *Roe v. Wade* is not settled law.

Thank you for your consideration of these comments.

Sincerely,

Herb Borock

From: [Joseph Rolfe](#)
To: [Council, City](#)
Subject: Castilleja at the Monday, May 23 Council Meeting
Date: Saturday, May 21, 2022 5:01:19 PM

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Joe
 and Diane Rolfe
 1360
 Emerson Street
 Palo
 Alto, CA 94301
 May
 21, 2022

Dear Members of the Palo Alto City Council,

Castilleja is trying to get approval for a poorly designed and controversial expansion plan at the Monday, May 23, City Council meeting. We believe the proposed expansion plan must be rejected.

Castilleja has not been a good neighbor. Their arrogant and indifferent treatment of their neighbors has destroyed trust. Castilleja has displayed indifference to anything but what they want. As just one example, Castilleja's original Palo Alto Conditional Use Permit (CUP) requirement was for 415 students. For most of the last 20 years they have been out of compliance, and they have been dishonest about this. They want more students. It would appear wise to consider all of their expansion plans with consideration of past behavior.

One solution to the excessive student density proposed is to separate the middle school from the high school. There are sound pedagogical reasons for separating the high school from the middle school. All of the other middle schools and high schools in Palo Alto are separated, but Castilleja rejects this idea out-off-hand. Castilleja has been rigid in that they will not separate the middle school from the high school. However, that one change in their proposal would simplify the Castilleja expansion plan immediately. (Castilleja already has about 60 students per acre, and they want to increase this to about 90 students per acre – more than any school in the area).

Castilleja occupies 6+ acres in an R1 neighborhood. A win-win solution for all would be a land swap between Stanford and Castilleja. Castilleja would have more than 6 acres and could greatly expand their campus. This is not a new idea. Palo Alto High School, Gunn High School, Escondido, and Nixon Elementary Schools are on Stanford land. Thus, Castilleja's out-of-hand-rejection of any discussion of this plan seems inappropriate. As a benefit to both the City and Stanford, the present Castilleja site would become much needed mixed-use housing for Stanford faculty, staff, and students.

We are also amazed not to see any mention of the day-to-day operation of the school during construction and its impact on students during their proposed construction. Also, much of the proposed classroom expansion, 23 out of 58 classrooms are underground. This totally artificial environment can't be good for students.

We are neighbors who live across the street from Castilleja. Castilleja needs to reconsider the impact of their proposal on the neighborhood and on other problems facing the City and the region. They must consider how they can help the City of Palo Alto meet its housing needs and solve its traffic problems. It must also consider its impact on its neighbors.

Castilleja has done too much good in its past to hurt its students, parents, and neighbors in the future. Please stop and reconsider how we can all help one another in a final, positive solution that will not cause further ill-will.

Sincerely,

Joe and Diane Rolfe

From: [PNQL-Now](#)
To: [Council, City](#)
Subject: Neighbors of Castilleja - Summary Statement
Date: Saturday, May 21, 2022 4:22:05 PM

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This is a document that reflects the opinion of the majority of residents near Castilleja School. Names listed at the bottom are residents within 2 blocks of the school.

Proposed Castilleja School Expansion **Summary Statement Prepared by Neighbors**

Castilleja, a private middle and high school located in an R-1 neighborhood, has submitted to the City of Palo Alto a proposal to significantly remodel its campus, increase enrollment by 30% (plus additional faculty/staff, parents, volunteers) and legalize 95 events per school year.

We urge the City to reduce the enrollment increase demanded by the school, set traffic limits, and require the school submit a Palo Alto Municipal Code compliant building project.

1. Traffic congestion, crowded street parking, bike safety concerns on Bryant St. Bike Blvd. Palo Alto seeks fewer traffic issues, not more.

- a. require 50-80% shuttling program before allowing increase in enrollment (EIR states current daily cartrips are 1,198 and expect 1,477 with proposed enrollment (see EIR, Table MR5-2, page 2-76). Garage facility invites more traffic.
- b. require school to prove **LESS** traffic before allowing increase (current plans allow increase first). School claims that they will mitigate traffic (EIR describes mitigation as "disbursing traffic" are not based on historic practices or logic.

2. Outsized nature of the project: The school is proposing 200,000 sf of classrooms, admin, theater, gym, library - on a 268,000 sf lot in a residential neighborhood.

- a. above-grade square footage needs to be compliant with code; square footage quoted in application does not jive with historical records.
- b. reduction in enrollment increase precludes need for enormous building and underground garage facility

3. Neighbors have had continual weeknight and weekend events, not allowed by current Use Permit; school trying to legalize these

- a. let neighbors participate in choosing which events (daytime, during school hours, are OK; nighttime and weekends need limits
- b. the construction period is a good time for the school to find other venues for nighttime and weekend activities.

NO neighborhood would welcome this type of unbridled growth from a private, non-profit entity in its midst. The City Council has an obligation to protect and preserve the rights of its citizens, and to enforce its own codes.

ALL arrivals/departures by shuttle from a satellite parking area would significantly reducing the impact not only on this neighborhood and the Bike Boulevard, but on major arterials (Embarcadero and Alma) and therefore on all Palo Altans.

– *Neighbors of Castilleja*
(immediately surrounding blocks)
December 2020

Al Kenrick	Melville Ave
Amber La	Kellogg Ave
Andie Reed	Melville Ave
Andrew Alexander	Emerson St
Angie Heile	Emerson St
Bill Schmarzo	Emerson St
Bill Powar	Emerson St
Bruce McLeod	Bryant St (SW corner Bryant and Kellogg)
Carla Befera	Bryant St (SW corner Bryant and Kellogg)
Carolyn Schmarzo	Emerson St
Chi Wong	Emerson St.
Chris Stone	Emerson St.
Daniel Mitz	Melville Ave
Daniel Vertheim	Emerson St.
David Quigley	Emerson St.
Debby Fife	Emerson St

Diane Rolfe	Emerson St (NW corner Emerson and Kellogg)
Ed Williams	Kellogg Ave
Erica Jurney	Kellogg Ave
Elizabeth Olsen	Melville Ave
Emma Ford	Emerson St
Geegee Williams	Kellogg St
George Jemmott	Emerson St
Han Macy	Melville Ave
Hank Sousa	Melville Ave
Isaac Caswell	Kingsley
Jim Poppy	Melville Ave
Joan MacDaniels	Emerson St
Joseph Rolfe	Emerson St (NW corner Emerson and Kellogg)
Kathleen Judge	Churchill St
Kathy Croce	Emerson St (SW corner Melville and Emerson)
Kerry Yarkin	Churchill St
Kimberley Wong	Emerson St (NW corner Melville & Emerson)
Lee Collins	Embarcadero Rd
Lee Holtzman	Emerson St
Lisa Wang	Kingsley
Marie Macy	Melville Ave
Mary Joy Macy	Melville Ave
Mary Sylvester	Melville Ave
Matt Croce	Emerson St (SW corner Melville and Emerson)
Midori Aogaichi	Churchill St
Nancy Strom	Melville Ave
Nelson Ng	Emerson St
Neva Yarkin	Churchill St
Pam McCroskey	Emerson St
Patricia Wong	Emerson St
Pius Fischer	Emerson St
Richard Mamelok, MD	Churchill St
Rob Levitsky	Emerson St
Robert Yamashita	Bryant St (NE corner Bryant and Kellogg)
Ruben Land	Kingsley
Stan Shore	Kellogg Ave
Val Steil	Kellogg Ave
Vic Befera	Bryant St
Wally Whittier	Bryant St
William Macy	Melville Ave
Ying Cui	Waverley St (SW corner Embarc & Waverley)
Yoriko Kishimoto	Embarcadero Rd
Yulia Shore	Kellogg Ave
Yuri Yamashita	Bryant St (NE corner Bryant and Kellogg)

From: [Janet L. Billups](#)
To: [Council, City](#)
Cc: [Mindie S. Romanowsky](#); [Kathy Layendecker](#); [French, Amy](#); [Lait, Jonathan](#); [Yang, Albert](#)
Subject: Castilleja TDM Memo re Parking Demand
Date: Friday, May 20, 2022 5:59:06 PM
Attachments: [Castilleja TDM Memo re Parking Demand 5.11.22.pdf](#)

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Dear Honorable Mayor and City Council

The attached memo, submitted by Mindie Romanowsky on behalf of Castilleja School, is for the May 23, 2022 council meeting (CC Staff Report ID # 14020). Thank you.

Sincerely,

Janet Billups, Legal Assistant to Mindie S. Romanowsky
Jorgenson, Siegel, McClure & Flegel LLP
[1100 Alma Street, Ste. 210](#)
[Menlo Park, CA 94025](#)
Ph. 650-324-9300
jlb@jsmf.com

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May 11, 2022

Ms. Kathy Layendecker
Associate Head of School Finance and Operations
Castilleja School
1310 Bryant Street
Palo Alto, CA 94301

RE: CASTILLEJA SCHOOL, CITY OF PALO ALTO
Enhanced TDM Measures Reduce Parking Demand

Dear Ms. Layendecker:

The Castilleja Parking Study, dated July 23, 2021, prepared by Fehr & Peers ("Parking Study") at the request of the City of Palo Alto, analyzed eight years of the historic parking demand for the school. The Parking Study only looked at parking demand; it does not consider how the expanded TDM program will also serve to reduce parking demand. As such, this letter will explain how the TDM measures the school plans to implement will help manage trips and reduce parking demand.

As summarized in the Parking Study, with an enrollment of 540 students, there may be a peak parking shortfall of 19 spaces if parking Option D is selected or 25 spaces if parking Option E is selected. Importantly, the shortfall of 19 or 25 parking spaces does not factor in the beneficial impacts of enhanced TDM strategies. **Table 1: Parking Demand without Enhanced TDM measures**, below, demonstrates the potential parking space shortfall for Options D and E without additional TDM measures.

Table 1: Parking Demand without Enhanced TDM Measures

Parking Summary	Option D	Option E
Parking Provided		
On-site spaces	95	89
Frontage spaces	54	54
Total Spaces	149	143
Peak Parking Demand Shortfall @ 540 students	19	25



5150 Fair Oaks Blvd.
Ste.101-264
Carmichael, CA 95608-5758

■
(408) 420-2411

■
www.tdmspecialists.com

By their nature, TDM strategies are designed to increase the number of alternative transportation participants and, correspondingly, reduce the number of necessary parking spaces. Castilleja's enhanced TDM Plan includes measures to increase shuttle and transit riders, carpooling, bike/scooter riders, and those who walk to school. Additionally, Castilleja's parking management program creates disincentives for driving alone. Attached to this letter is a subset of Castilleja's enhanced TDM measures that will contribute most toward reducing parking demand. Further, **Table 2: Enhanced TDM Measures Result in Reduced Parking Demand**, below, illustrates how with enhanced TDM measures/additional transportation modes, the parking demand will decrease by 27 spaces and thereby offset the parking shortfall described above.

Table 2: Enhanced TDM Measures Result in Reduced Parking Demand

Student & Employee Transportation Modes	New TDM Users	Reduced Parking Demand
New school bus route	10	10
Carpool together	6	3
Transit rider	5	5
Scooter/bikeshare	3	3
Bike to school	4	4
Walk to campus	2	2
Total	30	27

Each TDM strategy has inherent opportunities and should complement the other strategies chosen. For example, effective parking management helps to encourage all core TDM options (e.g., transit, bicycling and walking, carpooling, and van and shuttling). Applying packages or combinations of strategies- together or in tandem- strengthens the overall program's effectiveness. Described below is a carpool package example with progressive enhancements:

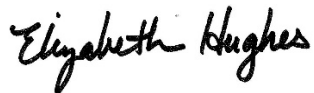
1. Carpools will form and reduce trips when carpool parking spaces are designated.
2. More carpools will form and reduce trips when reserved carpool parking spaces require registration and permits.
3. More carpools will form and reduce additional trips when carpoolers receive incentives (e.g., car washes, gas cards, toll fare/FasTrak, and occasional reward items.)
4. More carpools will form and reduce trips when carpoolers receive monthly financial allowances.

Ms. K. Layendecker
May 11, 2022
Page 3

Ultimately, as Castilleja grows enrollment, a well-orchestrated, successful TDM program will serve the dual purpose of meeting trip cap requirements while reducing parking demand.

Thank you for the opportunity to prepare this letter of opinion. Please call me at (408) 420-2411 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Elizabeth Hughes". The script is cursive and fluid, with the first name and last name clearly distinguishable.

Elizabeth L. Hughes
President

Attachment: Castilleja's TDM Strategies with the Most Impact on Parking Reduction

Subset of Castilleja School Transportation Demand Management Measures								
TDM Category	Measure	Estimated Vehicle Reduction Effectiveness			Transportation Demand Management Effectiveness Value			
		On-site Parking Demand	Vehicle Miles Travel	Peak Period Congestion	Basic	Better	Best	Premium
Student/Parent TDM Measures								
Bicycle	Bike to School program and facilities	↓	↓	↓	√			
Carpool	Expanded/enhanced carpool matching program	↓	↓	↓		√		
Carpool	Preferential carpool parking (3+ students per vehicle)	↓	↓	↓		√		
Parking Management	Remote drop-off/pick-up areas with shuttle service to campus	↓↓	↓	↓↓				
Parking Management	Vehicle registration and permitting	↓	↓	↓				
Shuttles	Eight shuttles serve Portola Valley, Menlo Park, Los Altos, San Mateo, Burlingame, Woodside, East Palo Alto, and the Palo Alto Caltrain Station. The City's Embarcadero Shuttle also provides 16 trips to and from the Palo Alto Caltrain Station.	↓↓	↓↓	↓↓				√
Shuttles	Additional shuttle bus routes to serve students (in areas to be determined)	↓↓	↓↓	↓↓				√
Shuttles	Add late-afternoon shuttle departures to increase shuttle usage	↓	↓	↓			√	
Supporting TDM	Student TDM Policy and Pledge with mandatory participation - 3x days per week minimum use of alternative transportation	↓	↓	↓			√	
Supporting TDM	Additional restrictions on sophomore and junior students driving alone and parking on campus	↓↓	↓↓	↓↓				√
Supporting TDM	Castilleja Transportation Coordinator and Rideshare Incentive Program	↓	↓	↓			√	
Staff/Employee/Faculty TDM Measures								
Carpool	Preferential carpool parking (2+ staff/faculty per vehicle)	↓	↓	↓	√			
Parking Management	Vehicle registration and permitting	↓	↓	↓				
Parking Management	Employee off-campus parking	↓↓	↓↓	↓↓				
Parking Management	Additional employee remote off-site parking	↓	↓	↓				
Supporting TDM	Employee TDM Policy and Pledge with mandatory participation (3x days per week minimum use of alternative transportation	↓	↓	↓			√	
Supporting TDM	Guaranteed Ride Home Program for carpool, cyclists, and transit users	↓	↓	↓	√			
Supporting TDM	On-site Lyft car-share program	↓	↓	↓			√	
Transit	Employee transit subsidies	↓	↓	↓		√		
					3	3	5	3

From: [Jim Fitzgerald](#)
To: [Council, City](#)
Subject: In Support of Castilleja
Date: Saturday, May 21, 2022 1:37:07 PM

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Dear Council members,

Hello, my name is Jim Fitzgerald. I am a long time resident of Palo Alto, and I enthusiastically support Castilleja's campus renewal. I am here to remind all of you the wealth of benefits this project provides our community, including the "never agree" objectors.

This hearing comes on the heels of the mayor's State of the City Address, which prioritized combating climate change with sustainability measures.

This project provides many benefits to the community but I'm here to highlight that Castilleja's proposed campus will quickly be the community's climate leader with efficient systems, low-carbon materials and reduced environmental and aesthetic impact.

Contrary to opponents claims of "expansion," everything about this project is focused on getting smaller and reducing impacts::

- Traffic is down by over 30% and capped at that low level
- Hours of operation are limited, and the school has offered to reduce events by 30% to 70 per year
- They have designed a building that
 - Lowers rooflines
 - Increases setbacks
 - Reduces above-ground square footage
 - Improves aesthetics

I want to focus for a moment on the reduced square footage. Castilleja has an allotment of square footage that has been permitted by the city for educational use. You will be

considering whether to approve a variance for the school to replace that allotment with a building that occupies LESS above-ground space. This should be a pretty easy decision to make. Whatever they have now is permissible, so less is also permissible.

Your deliberations should focus on the facts outlined in the EIR, not the ever changing complaints of a vocal few, who will never support any plan, even when it is better for all, even them. That research will lend clarity to the process and lead you to the right decision, and for goodness sake please make a decision.

I must conclude with expressing mine and my fellow citizens' frustration with this whole ridiculously long process. This circular runaround has been incredibly costly to Castilleja, diverting attention from its critical mission of educating our next generation of women leaders. It seems central to the responsibility of this group to make decisions based on facts and the general good of the whole community and do it in a timely manner. We have not witnessed any of that through this entire process. We hope focusing on the facts and making a decision will be a step in the right direction.

Regards,
Jim Fitzgerald

--

Jim Fitzgerald
M: 650 888-1293
Email: jimfitz8@gmail.com
<http://www.linkedin.com/in/jimfitz8>
αεν ἀπιστεῦεν

From: [Naida Sperling](#)
To: [Council, City](#)
Subject: Castilleja school
Date: Saturday, May 21, 2022 1:16:13 AM

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Dear Council Members,

This had been a long drawn out process and it amazes me that we are still tolerating Castilleja's administration's temper tantrums. Enough!

It's time to say NO.

As a Palo Alto resident, I don't want anything that makes Embarcadero Road more difficult to navigate than it already is. People may have forgotten during Covid but the traffic is back.

I'm appalled that an organization could mislead, basically ignored capacity agreements and think that we should kowtow to them. Usually there are penalties for breaking commitments, not greater incentives and prizes.

The disregard for the residents in the immediate neighborhood is mind boggling.

Frankly, their argument that they bring prestige to the city is laughable. No one I know when I mention I live in Palo Alto mentions Castilleja unless they happen to be looking for a private school and then perhaps they have done some research.

We don't even get the benefit of taxes from them.

Most organizations when they outgrow their original buildings, relocate entirely or open an additional site. It is not unheard of schools having different locations for different grade levels. There are available sites they could consider. Instead they want us to relent on their demands and seem to be furious that we don't agree.

Just say no and be done with this. By the way, please enforce contracted arrangements.

Thank you,

Naida Sperling
Palo Alto, CA

From: [Janie Farn](#)
To: [Council, City](#)
Subject: Opposing Castilleja Expansion!
Date: Friday, May 20, 2022 10:11:46 PM

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Dear City Council,

The Project's Size and Scope Is Unreasonable for a Residential Neighborhood!

Please consider the reasonable request of the PTC recommendation of 450 students. Palo Alto as a city has way too much traffic, and all the impatient drivers cut through neighborhood streets...enough is enough! We don't need more growth, rather we need more perservations!

How long will this expansion project cost the time of the city, council and residents to fuel over! I think it's the council's job to put an end to this expansion proposal.

Thank you for your time and please make a decision on what's good for the city of Palo Alto and its residence!

Janie Farn

From: [Janet L. Billups](#)
To: [Council, City](#)
Cc: [French, Amy](#); [Lait, Jonathan](#); [Yang, Albert](#); [Mindie S. Romanowsky](#); [Kathy Layendecker](#); [Matthew Francois](#)
Subject: CC Staff Report 5.23.22 - Castilleja Comment Memo of 5.20.22
Date: Friday, May 20, 2022 5:34:27 PM
Attachments: [StaffReportCC5.23.22.v3 Comment Memo.5.20.22.pdf](#)

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Dear Honorable Mayor and City Council,

The attached memo, submitted by Mindie Romanowsky on behalf of Castilleja School, provides comments to City of Palo Alto regarding City Council Staff Report (ID # 14020) for the May 23, 2022 council meeting. Thank you.

Regards,

Janet Billups, Legal Assistant to Mindie S. Romanowsky
Jorgenson, Siegel, McClure & Flegel LLP
[1100 Alma Street, Ste. 210](#)
[Menlo Park, CA 94025](#)
Ph. 650-324-9300
jlb@jsmf.com

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(1936 - 2012)
JOHN R. COSGROVE
(1932 - 2017)

MEMORANDUM

To: Palo Alto City Council Members (via email: City.Council@cityofpaloalto.org)

Cc: Amy French, Project Planner (Amy.French@cityofpaloalto.org)
Jonathan Lait, Director of Planning (Jonathan.Lait@cityofpaloalto.org)
Albert Yang, Assistant City Attorney (Albert.Yang@cityofpaloalto.org)

From: Mindie S. Romanowsky

Date: May 20, 2022

Re: Comments to City of Palo Alto, City Council Staff Report (ID # 14020)
Meeting Date 5/23/22

In the Staff report (Packet Page 182) Staff notes that: "The applicant also requested a number of more substantive changes [to the Conditions of Approval] which staff determined were not justified in light of Council and ARB/PTC direction. Per the Staff Report, the applicant was "advised to present substantive changes to the City Council." Therefore, on behalf of Castilleja, we request the City Council consider the following changes to the draft conditions of approval:

Condition of Approval	Draft Condition	Proposed Revisions to Condition of Approval	Comments
4b. and 4d. Enrollment	<p>“4b. Upon approval of the CUP, the School may begin the process to enroll 450 students...”</p> <p>“4d. No enrollment increase may occur unless the School has achieved the performance standards of Condition #22 for the preceding three consecutive reporting periods prior to the School’s sending enrollment agreements to prospective students (typically mid-March). For example, the ability to increase enrollment for the 2023-2024 academic year will require review, in early 2023, of one reporting period from the 2022-2023 academic year and two reporting periods from the 2021-2022 academic year.”</p>	4d. “No enrollment <u>beyond 450 students</u> may occur unless the school has achieved the performance standards of Condition #22 for the preceding three consecutive reporting periods...”	<p>4b. is contrary to the language of 4d.</p> <p>Proposed condition contradicts the City Council motion of March 29th wherein they voted unanimously in favor of the following: “Allow an enrollment increase <u>starting at 450 students</u>; direct Staff and the Planning and Transportation Commission (PTC) to identify a procedure to allow Castilleja <u>to further increase</u> enrollment up to 540 students in phases, contingent on their verified compliance with objective standards demonstrating “no net new trips”</p>
6: Events	“The School may schedule up to a maximum of 5 Major Events (may exceed 500 persons) and 50 74 Special Events (exceeding 50 persons) each (academic year) calendar year starting August 1st....”	“The School may schedule up to a maximum of 5 Major Events (may exceed 500 persons) and 50-74 <u>70</u> Special Events (exceeding 50 persons) each (academic year) calendar year starting August 1st.”	The school currently holds over 90 Special Events. Therefore a reduction to 70 events is already a substantial reduction and the technical reports show no impacts. A reduction to 50 events equates to almost a 50% reduction of Special Events from current practice. Reducing the number of “special events” to anything lower than 70 would materially frustrate the educational and extracurricular experience, <u>without any rational or legal justification.</u>
29: Enrollment Suspension	“ In addition to the remedies available under Condition 28, the City may require that the School suspend enrollment increases or reduce maximum	Delete Condition 29.	This condition is a blanket ability to suspend enrollment increases or reduce maximum enrollment when School is in violation of <u>any</u> condition and is

Condition of Approval	Draft Condition	Proposed Revisions to Condition of Approval	Comments
or Reduction as Remedy	enrollment when it finds the School is found to be in violation of any conditions of approval, including but not limited to the approved transportation demand management plan, anticipated student drop off distribution, or environmental mitigation measures, subject to the following criteria:..."		<p>illegal/unenforceable, due to the lack of nexus nor defined parameters.</p> <p>This condition is unnecessary as the School cannot increase enrollment without demonstrated compliance with TDM. Condition 34 specifies a remedy if there are one, two, or more violations of ADT or AM peak standards, including potential reduction of enrollment, and restoration upon demonstrated compliance.</p> <p>Condition 28 (Violations and Enforcement) <u>already provides enforcement for violations of the CUP.</u></p>
		Include restoration language as set forth in Condition 34aiii.	If Condition 29 remains, it is silent regarding restoration of enrollment if it is suspended or reduced.

From: [Sarah](#)
To: [Council, City](#)
Subject: Please approve Castilleja modernization and 540 student enrollment
Date: Friday, May 20, 2022 3:52:04 PM

Some people who received this message don't often get email from sarahjsands@gmail.com. [Learn why this is important](#)

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Dear Palo Alto City Council,
As a Palo Alto resident for the last 18 years I have come to love so many things this city represents. I am asking you to approve the Castilleja project.

Legal and factual evidence including EIR supports a student enrollment increasing to 540.

The school needs to modernize the campus as most education campuses in Palo Alto are located in residential zones and have been modernized in the recent past. Approving the enrollment to 540 will be walking the talk of Palo Alto being a town that values education.

For 115 years, on Bryant Street in Palo Alto, Castilleja has been providing a noteworthy education to young women. I hope that Palo Alto City Council will recognize the value of this mission, will acknowledge the facts in the application, and will support Castilleja in their endeavor to provide an excellent all-girls education to as many young women as possible in new, sustainably-designed 21st-century learning spaces.

In this moment in time when women's rights are being stripped away we must find a way to not be part of the "going backwards" plan of this country.

Thank you
Sarah Sands
Board of Trustees, Castilleja.
Palo Alto Resident
Parent of 4 children who attended Duveneck Elementary and 3 daughters who attended Castilleja.

From: [Mary Speiser](#)
To: [Council, City](#)
Cc: [Shikada, Ed](#); [Lait, Jonathan](#); [French, Amy](#)
Subject: Letter of Support for Castilleja CUP/MP from the Chair of the Castilleja Board of Trustees
Date: Friday, May 20, 2022 2:31:06 PM

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Dear Mayor Burt and City Councilmembers,

After 8 years of planning and after nearly 6 years since we submitted Castilleja's application for a new CUP and Master Plan, it is a momentous occasion for those of us who have been working in support of Castilleja and in support of future generations of our students, to arrive at this moment of decision before you.

As Chair of the Board of Trustees since 2019, as a trustee for the past 6 years, and as a Castilleja parent for the past 9 years, I have been deeply involved in every aspect of this process. Through the many iterations of our modernization plans, we have worked hard to mitigate potential impacts and truly take to heart the concerns voiced by some neighbors.

Trustees and Castilleja leadership interviewed architects specifically with the objective of choosing a firm who we believed would design with the surrounding neighborhood in mind. The changes to the design from its lower height, to greater setbacks, to building material choices, and solutions to all types of noise to name a few, were all made to ensure our school community is in harmony with the neighborhood and that our buildings continue to stand gracefully in our beloved location of 115 years. At each step of the process, we have aimed to be thorough and thoughtful. In our ask to increase enrollment, we proposed only the number of students (540) that the independent traffic study shows we can manage without adding any net new trips.

The new building, if approved, would be the most sustainably-designed building in Palo Alto. Our tree plan, supported by the City Arborist, plants nearly 100 new trees and preserves the vast majority of the current canopy. Our traffic demand management program has been wildly successful, reducing car trips to and from campus by as much as 31%. It is the most stringent in all of Palo Alto, for any business or school or institution. Along the way, we have made changes to incorporate neighbor feedback as well as direction from city staff and city commissions. We have done all of this to fulfill Castilleja's mission to educate more young women to lead and effect change in the world—something that I know

everyone in this process supports.

I urge you to consider our project based on the years of studies you have in front of you in the form of the EIR, previous ARB and PTC approvals, and staff recommendations. I sincerely hope you will judge the project based on its merits and the many facts at hand, rather than arbitrary or speculative notions.

The Castilleja Board of Trustees supports the CUP/Master Plan application as submitted. We support the EIR findings in favor of our proposal. We support being able to park as many cars below ground as possible, as that option fits with the City's own stated goals in its Comprehensive Plan. We ask to grandfather our already-permitted square footage for our academic buildings.

Finally, the Board of Trustees sincerely requests your support for an increase of our enrollment to 540 students, implemented gradually over 7 years. The way our application is structured gives Castilleja the opportunity to reach this enrollment goal only if traffic mitigations are met. We know it is not a guarantee, but we are confident that we can achieve it. And if we can increase opportunities for girls without adding car trips, that feels like a win-win for our girls, our neighborhood, for Palo Alto and the world.

High school is a cornerstone of life. It is foundational to shaping one's own identity, finding one's voice, pursuing new academic endeavors, developing passions, and forming lifelong friendships. Any "event" that is planned at a high school has a purpose — to build community and a sense of belonging, or to develop body and mind through sports and the arts. These are formative moments. The whistles, the cheers, the applause, the car doors after a dance is over; the giggles, squeals, and traditions; the strains of Pomp and Circumstance...these are the sounds not only of childhood, but of the teachers and staff relishing in the results of their endeavors, and of parents and grandparents and loved ones — and, yes, neighbors — celebrating milestones and cementing memories. Please remember what is at stake when discussing "events," and choose joy.

We ask all of these things for a simple reason: so more girls can have access to a Castilleja education, in a building designed for 21st century teaching and learning, rather than sitting for classes in converted 1960's dorm rooms.

What I believe has been lost in the many discussions on our project are the very real people working to support Castilleja and the very real students whose future enrollment is in question. There are hundreds of dedicated and truly selfless individuals behind this project, people who — in a world where women's rights are being eroded, in a world where women are often not treated as equals — are striving

to expand opportunity for young women and to demonstrate that Palo Alto is still a place where women are invested in and valued.

Castilleja provides excellence in education to young students in an all-girls setting where they find their voice. For many, it's the catalyst for leading a life of impact. Castilleja lifts women up. It is a bright light of joy and hope for women in an increasingly hostile world.

On behalf of the Castilleja Board of Trustees, I urge you to vote in a manner that shows that Palo Alto supports women and supports advancing women's education and leadership, and that shows you are as proud to have Castilleja as part of the fabric of this city as we are.

Sincerely,
Mary Speiser
Chair of the Board of Trustees
Castilleja School

From: [Jennifer Heinemann](#)
To: [Council, City](#)
Subject: Support for Castilleja's Plans
Date: Friday, May 20, 2022 2:03:31 PM

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[Learn why this is important](#)

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Dear City Council Members,

I urge you to support Castilleja's increase in enrollment to 540 students and its campus modernization plan.

My daughters use CalTrain to get to and from Castilleja on a daily basis. As a parent of two Castilleja girls over the past 5 years, I can attest to the strong support from school leadership and from our parent community for our traffic management initiatives. We are all committed to being good neighbors and environmentally-conscious citizens.

Castilleja is a magical place for girls, and I am so grateful for the incredible teachers, courses, leadership opportunities, and community that my girls have experienced there. Palo Alto should be proud to be home to this nationally-recognized school and do all it can to support and sustain it into the future.

Yes to 540 students.

Yes to a modernized campus.

Best regards,

Jennifer Heinemann

From: [Kley Gilbuena](#)
To: [Council, City](#)
Subject: In Support of Castilleja Re-imagined
Date: Friday, May 20, 2022 1:07:06 PM

Some people who received this message don't often get email from kleycg@gmail.com. [Learn why this is important](#)

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Dear Planning and Transportation Commissioners:

I live on Churchill Avenue, and enjoy being a neighbor of Castilleja School, and I also have the honor of being the school's robotics coach. I'd like to voice my support for the school's plans from both perspectives with regard to traffic and events:

On the Robotics team, our schedule for meetings and practices has to go through a careful approval process to assure that we never disrupt the calm nature of the neighborhood. Our team differs from other teams in that we are a completely student-run, student-led team. It is so exciting to watch our all-girls team compete against (and beat) other predominantly male teams.

It is also impressive to see how thoughtful the girls are as they comply with all good neighbor guidelines at every turn. Right now, our students work in a cramped, basement room, but the new maker space will allow many other girls to participate and develop essential STEM skills. I hope that after showing that they can be good neighbors, these girls will help Castilleja gain approval for this project. Please vote to approve the new building, so that future students can benefit from the opportunities that the building will afford. Right now, the Robotics team is the largest team on campus with nearly 30% of high school students participating in some capacity. There is clearly an interest and desire from our students to soak up STEM knowledge, and our spaces cannot accommodate the sustained growth appropriately.

As a neighbor, I also want to emphasize my support for the new building design and underground garage. Can we all agree now that it DOES NOT bring additional cars to the neighborhood? I also strongly support the underground garage so that Spieker Field can be preserved for play rather than parked cars. All of us will benefit from removing parked cars from the surface. Moving them underground will be more aesthetically pleasing, quieter, and safer for bicyclists and pedestrians. I understand that City code permits 69 cars to be parked underground, but that 52 cars is what's being suggested? If 69 is allowed and doesn't harm any trees within the tree protection zone, why not have 69? I'm continuously puzzled by the illogical arguments that come up about Castilleja's project. Maybe someone can explain this during deliberations on May 23. From a science and STEM perspective, logic is pretty important. I would think it's pretty important in the case of Castilleja's project, too.

Our students and our neighborhood need your vote of approval.

Thank you,

Kley Gilbuena

237 Churchill Ave.
Palo Alto, Ca 94301

From: [Lindsey Schroeder](#)
To: [Council, City](#)
Subject: Supporting Castilleja School Proposal
Date: Friday, May 20, 2022 9:25:40 AM

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Dear City Council,

I am emailing in support of Castilleja School's proposal.

I agreed that climate change and sustainability need to be the immediate focus for the city. Castilleja's new campus is net-zero and fossil-fuel free, and will be a critical improvement to the current campus in terms of sustainability and conservation.

I also want to point out that the city's environmental goals should include underground parking. The comprehensive plan supports underground parking for a reason, because it is better for the environment and for the community. I understand the EIR shows no negative impacts from the garage, the water table and utilities and geology were studied literally for years. The facts line up that moving cars below ground is better for the environment because:

- It increases greenspaces
- It makes the bike boulevard wider and safer
- It reduces pollutants in the surface runoff
- It filters the air
- It minimizes surface lots

Please move as many cars below ground as possible. This is better for the aesthetics in the neighborhood as well, reducing street parking and leaving more spaces for new trees while preserving just as many heritage trees.

From watching this debate, I see that there are near neighbors who oppose the project and near neighbors who support it. At that point, it seems very important to turn to the policies, the past practices, and the facts. In my view, the policies including the comprehensive plan,

support the garage, the past practices at Kol Emeth support the garage, and the facts in the EIR support the garage.

I hope you will approve this plan at your next meeting,

Lindsey Schroeder
891 La Para Ave.
Palo Alto, CA 94306

From: [Kathy Layendecker](#)
To: [Council, City](#); [Burt, Patrick](#); lydia.kou@cityofpaloalo.org; [Cormack, Alison](#); [DuBois, Tom](#); [Filseth, Eric \(Internal\)](#); [Stone, Greer](#); [Tanaka, Greg](#)
Subject: Castilleja School List of Supporters
Date: Friday, May 20, 2022 7:51:07 AM
Attachments: [Castilleja CUP Supporter List as of May 2022.pdf](#)

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Dear Honorable Members of the City Council,

We are looking forward to our public hearing on Monday, May 23rd. In advance, I want to share with you a list of hundreds of Palo Altans who support Castilleja's proposal to modernize our outdated campus and increase enrollment, while reducing impacts on the neighborhood. As we will share during our applicant presentation, we have responded to your motion from our 2021 hearings and we have listened to neighbors, residents, City staff and City officials in what has become an iterative design process over the past six years. We feel this broad support across Palo Alto reflects widespread respect for the integrity of the process and for the project that is before you.

Thank you for your careful consideration.

Respectfully,

Kathy

--

Kathy Layendecker

She/her/hers

Associate Head of School

Finance and Operations

Castilleja School

[1310 Bryant Street](#)

[Palo Alto, CA 94301](#)

P (650) 470-7751

E klayendecker@castilleja.org

www.castilleja.org

Street Name	First Name	Last Name
Addison Ave	Kalpesh	Kapadia
Addison Ave	Purvi	Kapadia
Addison Ave	Laura	Martinez
Addison Ave	Michael	Harrison
Alger Dr	Leonardo	Guerrero
Alger Dr	Min	Guo
Alma St	Amanda	Brown
Alma St	Mary Liz	McCurdy
Alma St	Kyle	Bordeau
Amherst St	Henry	Vinton
Ashton Ave	Jouliette	Erickson
Ashton Ave.	Dana	Nunn
Ashton Ct	Lexin	Li
Ashton Ct	Ning	Li
Barbara Dr	Kristin	Goldman
Barbara Dr	Carolyn	Davidson
Barclay Ct	Sandra	Koppe-Passell
Barron Ave	Robert	Walters
Barron Ave	Julia	Walters
Barron Ave	Annette	Hughes
Bibbits Dr	Guillermo	Viveros
Bibbits Dr	Olivia	Viveros
Birch St	Deborah	Goldeen
Bret Harte St	Lilyana	Prasetya
Bret Harte St	Peter	Gunadi
Bruce Dr	Frank	Yuan
Bruce Dr	Wei	Si
Bryant Ct	Diane	Corrie-McIntyre
Bryant St	Cathy	Williams
Bryant St	Anthony	Fenwick
Bryant St	Dandan	Wu
Bryant St	Diana	Walsh
Bryant St	Olivier	Redon
Bryant St	Yanting	Zhang
Bryant St	Bryan	Furlong
Bryant St	Don	Williams
Bryant St	Grace-Ann	Baker
Bryant St	Linda	Williams
Bryant St	Michael	Flexer
Bryant St	Nancy	Hannibal
Bryant St	Caroline	Flexer (Hu)
Bryant St	Dana	Fenwick
Bryant St	David	Chang
Bryant St	Glowe	Chang

Bryant St	Elizabeth	Fama
Bryant St	Gerry	Marshall
Bryant St	John	Colford
Bryant St	John	Stucky
Bryant St	Gail	Stucky
Bryant St	Kate	Feinstein
Bryant St	Lisa	Heitman
Bryant St	Madhavi	Cheruvu
Bryant St	Margaret	Lane
Bryant St	Ray	Dempsey
Bryant St	Rob	Steinberg
Bryant St	John	Cochrane
Bryant St	Anneke	Dempsey
Bryant St	Marvin	Feinstein
Bryant St	Rosanna	Jackson
Bryant St	Sajjad	Jaffer
Bryant St	Suky	Jaffer
Bryson Ave	Yong	Sheng
Bryson Ave	Lin	Wang
Bryson Ave	Tina	Kuan
Byron Ave	Leannah	Hunt
Byron St	Debbie	Whitson
Byron St	Ashmeet	Sidana
Byron St	Yuko	Watanabe
Byron St	Michael	Ross
Byron St	Amanda	Ross
Byron St	Catherine	Garber
Byron St	Chara	Burnett
Byron St	Roy	Maydan
Byron St	Yvette	Maydan
Byron St	Keith	Burnett
Cass Way	Ellen	Stromberg
Cass Way	Harvey	Alcibes
Center Dr	Azieb	Nicodimos
Center Dr	Humphrey	Polanen
Center Dr	Daniel	Flamen
Center Dr	Ellen	Flamen
Center Dr	Stephanie	Flamen
Center Dr	Ike	Adeyemi
Cereza Dr	Jay	Venkat
Cereza Dr	Nirmala	Ramarathnam
Channing Ave	Turnbull	Meaghan
Channing Ave	Teresa	Chen
Channing Ave	Chris	Markesky
Channing Ave	Eugenie	Van Wynen

Channing Ave	Nellis	Freeman
Channing Ave	Huisheng	Wang
Channing Ave	Yinqing	Zhao
Channing Ave	Heather	Kenealy
Channing Ave	Deglin	Kenealy
Channing Ave.	Jon	Foster
Channing Ave.	Steve	Turnbull
Chimalus Dr	Brittany	Chavez
Churchill Ave	Stinson	Jason
Churchill Ave	Chi-Kuo	Shen
Churchill Ave	Li-Hsiang Yu	Shen
Churchill Ave	Geraldine	Shen
Churchill Ave	Jamie	Poskin
Churchill Ave	Christina	Gwin
Churchill Ave	Douglas	Kerr
Churchill Ave	Megan	Hutchin
Churchill Ave	Kley	Gilbuena
Churchill Ave	Patama	Gur (Roj)
Churchill Ave	Joseph	Bergeron
Churchill Ave	Aileen	Lee
Churchill Ave	Eduardo	Llach
Churchill Ave	Teri	Llach
Churchill Ave	Nanci	Kauffman
Clara Dr	Bharat	Bhushan
Clara Dr	Veena	Bhushan
Clark Way	Laura	Hansen
Coastland Dr	Mary Ruth	Leen
Coastland Dr	Steve	Leen
Coleridge Ave	Eric	Dunn
Coleridge Ave	Susan	Dunn
Coleridge Ave	Albert	You
Coleridge Ave	Kari	Kirkpatrick
Coleridge Ave	Lian	Bi
Coleridge Ave	Vidhya	Thyagarajan
Coleridge Ave	Vivek	Raghunathan
Coleridge Ave	Anne	Avis
Coleridge Ave	Brian	Kelleher
Coleridge Ave	Carol	Read
Coleridge Ave	Teresa	Kelleher
College Ave	Emily	Wang
College Ave	Mingson	Wang
Colonial Lane	Deanna	McCusker
Colorado Ave	Aarthi	Anand
Colorado Ave	Anne	Guionnet
Colorado Ave	Rebeca	Erickson

Colorado Ave	Brijesh	Jeevarathnam
Cornell St	Trevor	McConnell
Cowper St	Dave	Fisch
Cowper St	Dianne	Jenett
Cowper St	Edith	Sheffer
Cowper St	Joe	Martignetti
Cowper St	Peggy	McKee
Cowper St	Catherine Ross	Stoll
Crescent Dr	John	Hanna
Crescent Dr	Barbara	Hanna
Crescent Dr	Beth	O'Malley
Crescent Dr	Colleen	O'Malley
Crescent Dr	Martin	O'Malley
Dana Ave	Amy	Kacher
Dana Ave	Gary	Paladin
Dana Ave	Paul	Maloney
Dana Ave	Michele	Wong
Dana Ave	Stacie	Cheng
Dana Ave	Tom	Cole
Dana Ave	Cindy	Wang
Dana Ave	Karen	Harwell
Dana Ave	Gang	Liu
Dana Ave	Patty	Boas
De Soto Dr	Kurt	Taylor
De Soto Dr	Shannon	Elward
Dennis Dr	Yi	Tang
Dennis Dr	Steve	Emslie
Donald Dr	Barry	Johnson
Duluth Circle	Asim	Hussain
E. Charleston Road	Chris	Loew
E. Greenwich Pl	Jeff	Dejelo
Edgewood Dr	Angie	Ball
Edgewood Dr	Katherine	Greatwood
Edgewood Dr	Jeff	Hausman
Edgewood Dr	Michelle	Cale
Edgewood Dr	Charles	Stevens
Edgewood Dr	Barbara	Stevens
Edgewood Dr	Duncan	Greatwood
Edgewood Dr	Liza	Hausman
El Camino Real	Diane	Morin
El Camino Real	John	Yau
El Camino Real	Kanesha	Baynard
El Cerrito Rd	Victoria	Wang
El Cerrito Rd	Tang	Tan
El Cerrito Rd	Celine	Teoh

El Cerrito Rd	Bill	Leonard
El Dorado Ave	Andrea	Christensen
El Verano Ave	Leora	Tanjuatco Ross
Elsinore Dr	Sally	Dudley
Elsinore Dr	Chuck	Sieloff
Emerson St	Bosung	Kim
Emerson St	Chungwha	Park
Emerson St	Annie	Turner
Emerson St	Bill	Mann
Emerson St	Cameron	Turner
Emerson St	Bob	Kocher
Emerson St	Barbara	Hazlett
Emerson St	Cindy	Chen
Emerson St	Leif	King
Emerson St	Simone	Coxe
Emerson St	Tench	Coxe
Emerson St	Anne	Rubin
Emerson St	Laura	Zappas
Emerson St	Coralie	Allen
Fallen Leaf St	Johnson	Selvaraj
Fielding Ct	Mike	Anderson
Fielding Ct	Vanessa	Anderson
Fife Ave	Sharyn	Efimoff
Forest Ave	Sabrina	Braham
Forest Ave	Emily	Sawtell
Forest Ave	Marcela	Millan
Forest Ave	Jochen	Profit
Forest Ave	Bas	De Blank
Forest Ave	Michelle	De Blank
Forest Ave	Nadia	Johnson
Fulton Ave	Bella	Ramon
Fulton Ave	Rebeca	Ramon
Fulton St	Jamie	Barnett
Fulton St	Susan	McDonnell
Fulton St	Andy	Hess
Fulton St	Cindy	Hess
Fulton St	Judy	Koch
Fulton St	Lauren	Baker
Fulton St	Tricia	Baker
Gailen Ct	Celia Kim	Cho
Glenbrook Dr	Tony	Carrasco
Georgia Ave	Shahin	Masthan
Grant Ave	Desola	Amos
Greenwood Ave	Bruce	Gee
Greenwood Ave	Jane	Gee

Greenwood Ave	John	Kelley
Greenwood Ave	Lisa	Van Dusen
Greer Rd	Elaine	Andersen
Greer Rd	David	Meng
Greer Rd	Caixia	Zhang
Greer Rd	James	Lin
Greer Rd	Clarissa	Shen
Hale St	Asma	Rabbani
Hale St	Jim	Migdal
Hale St	Victoria	Thorp
Hale St	Don	Stark
Hale St	Laura	Stark
Hamilton Ave	Martha	Lee
Hamilton Ave	Megan	Heredia
Hamilton Ave	Michael	Kieschnick
Hamilton Ave	Perry	Meigs
Hamilton Ave	Frances	Kieschnick
Hamilton Ave	Sarah	Littke
Hamilton Ave	Sarah	Sands
Hamilton Ave	Greg	Sands
Hamilton Ave	Lydia	Callaghan
Hamilton Ave	Navin	Budhiraja
Hamilton Ave	Peter	Fortenbaugh
Hamilton Ave	Sonal	Budhiraja
Hamilton Ave	Sushmita	Vij
Hamilton Ave	Betty Lee	Fortenbaugh
Hamilton Ave	Adam	Au
Hamilton Ave	Nirmy	Kang
Hamilton Ave	Scott	Johnston
Hamilton Ave	Seyonne	Kang
Hamilton Ct	Dain	DeGroff
Harker Ave	Megan	Myers
Harker Ave	Prince	Shah
Harriet St	Or	Gozani
Harvard St	Jane	McConnell
Harvard St	Sophia	McConnell
Hawthorne Ave	Bertha	Gouw
Hemlock Ct	Wileta	Burch
Holly Oak Dr	Monica	Stone
Homer Ave	Amanda	Glassman
Homer Ave	Hiromi	Kelty
Homer Ave	Bridget	Rigby
Hopkins Ave	Laurie	Phillips
Hutchinson Ave	Carolina	Abbassi
Iris Way	Anastasia	Karaglani

Iris Way	Trisha	Suvari
Iris Way	Sulev	Suvari
Island Dr	Georgie	Gleim
Island Dr	Don	Wood
Island Dr	Elaine	Wood
Ivy Lane	Sri	Nair
Ivy Lane	Uma	Menon
Jackson Dr	Todd	Kaye
Jackson Dr	Julie	Kaye
Jackson Dr	Micaela	Kaye
Jackson St	Sara	Espinoza
Jane Dr	Aarti	Nasta
Jordan Place	Amanda	Zeitlin
Jordan Place	Zachary	Zeitlin
Kellogg Ave	Diane	McIntyre
Kellogg Ave	Matthew	McIntyre
Kellogg Ave	Xiaoxin	Chen
Kellogg Ave	Susann	Mirabella
Kellogg Ave	Roy	Wang
Kellogg Ave	Theresia	Gouw
Kellogg Ave	Vania	Fang
Kelly Way	Sujata	Kadambi
Kelly Way	Jayant	Kadambi
Kenneth Dr	George	Jaquette
Kings Lane	Teva	Gevelber
Kingsley Ave	Eric	Verwillow
Kingsley Ave	John	Danner
Kingsley Ave	Kathryn	Verwillow
Kingsley Ave	Anna	Verwillow
Kingsley Ave	Carol	Lamont
Kingsley Ave	Luis	Vazquez
Kipling Ave	Elaine	Uang
Kipling St	Magda	MacMillan
La Donna Ave	Ben	Lloyd
La Selva Dr	Susana	Young
La Para Ave	Lindsey	Schroeder
Laguna Ct	Tina	Boussard
Laurel Glen Dr	Beerud	Sheth
Laurel Glen Dr	Nipa	Sheth
Lincoln Ave	Cathy	Martin
Lincoln Ave	Gina	Bianchini
Lincoln Ave	Linda	Lovely
Lincoln Ave	Emily	Lovely
Lincoln Ave	Mahooya	Dinda
Lincoln Ave	Michel	Del Buono

Lincoln Ave	Shira	Mowlem
Lincoln Ave	Dave	Lyons
Lincoln Ave	Mike	Graglia
Lincoln Ave	Mimi	Lyons
Lincoln Ave	Christina	Hu
Lois Lane	Amit	Agarwal
Lois Lane	Priyanki	Gupta
Loma Verde Ave	Blake	Kavanaugh
Los Robles Ave	Hwai	Lin
Louis Rd	Vivek	Goyal
Louis Rd	Pareeja	Kamboj
Lowell Ave	Ben	Hammett
Lowell Ave	Bill	King
Lowell Ave	Carol	Friedman
Lowell Ave	Joel	Friedman
Lowell Ave	Lesley	King
Lowell Ave	Jiajun	Zhu
Lowell Ave	Hugo	Sarrazin
Lowell Ave	Andy	Lichtblau
Lowell Ave	Gene	Wang
Lowell Ave	Laurie	Hunter
Lowell Ave	Mili	Sarrazin
Lowell Ave	Leslie	Wang
Lowell Ave	Marc	Friend
Lowell Ave	Rebecca	Friend
Lowell Ave	Jonathan	MacQuitty
Lowell Ave	Anjun	Wang
Lytton Ave	Roxy	Rapp
Lytton Ave	Jill	Paldi
Magnolia	Maisie	O'Flanagan
Magnolia Dr	Cosmos	Nicolaou
Magonlia Dr	Evelyne	Nicolaou
Mallard Lane	Stephanie	Wansek
Maple St	Gina	Jorasch
Marion Ave	Anu	Priyadarshi
Marion Ave	Bill	Burch
Marion Ave	Sudhanshu	Priyadarshi
Marion Ave	Kathy	Burch
Mariposa Ave	Steve	Lamm
Marlowe St	Beth	Heron
Marlowe St	Patrick	Heron
Marshall Dr	Andrea	Wolf
Martin Ave	Andrea	Saliba
Martin Ave	Karen	Schilling-Gould
Matadero Ave	Adam	Tachner

Matadero Ave	Consuelo	Beck-Sague
Matadero Ave	Christine	Tachner
Matadero Ave	Jeff	Dean
Matadero Ave	Natalie	Dean
Matadero Ave	Victoria	Dean
Matadero Ave	Andrew	Dean
Matadero Ave	Heidi	Hopper
Matadero Ct	Anne-Marie	Macrae
May Ct	Brendon	Kim
May Ct	Esther	Kim
Melville Ave	Mara	Wallace
Melville Ave	Nancy	Tuck
Melville Ave	Natalie	Tuck
Melville Ave	Stacy	Mason
Melville Ave	Tod	Cohen
Melville Ave	AJ	Gokcek
Melville Ave	David	Pfeffer
Melville Ave	Ebru	Gokcek
Melville Ave	Tenzin	Dingpuntsawa
Melville Ave	Peter	Levin
Melville Ave	Lama	Yeshi
Middlefield Rd	Bambi	Guzman
Middlefield Rd	Josette	Domokos
Middlefield Rd	Steve	Flanders
Middlefield Rd	Jody	Lieb
Middlefield Rd	Lois	Toback
Middlefield Rd	Debbie	Wolter
Middlefield Rd	Carole	Borie
Middlefield Rd	Gloria	Rothbaum
Middlefield Rd	Chen	Tina
Military Way	Mayma	Raphael
Military Way	Stewart	Raphael
Miramonte Ave	Ramon	Espinosa
Miramonte Ave	Rita	Seymour
Moreno Ave	Gill	Barsley
Moreno Ave	Matt	Leary
Moreno Ave	Patrick	Burrows
Moreno Ave	Josh	Thurston-Milgrom
Moreno Ave	Suman	Gupta
Moreno Ave	Tom	Kemp
Moreno Ave	Jolie	Kemp
Morton Way	Adrienne	Lee
Morton Way	Jeff	Chang
N. California Ave	Min	Wei
N. California Ave	Lusong	Luo

Nelson Dr	Carolyn	Steele
Northampton Dr	Kathleen	Foley-Hughes
Olive Ave	Jane	Bennion
Olmsted Rd	Stacy	Xu
Oregon Ave	Norman	Klivans
Oxford Ave	Bernadette	Au
Oxford Ave	Irene	Au
Oxford Ave	Bradley	Lamm
Palm St	Christine	O'Sullivan
Palm St	Jim	Bean
Park Blvd	Anne	Sweeney
Park Blvd	April	House
Park Blvd	Jonathan	Hoy
Park Blvd	Abena	Ofori-Nyako
Park Blvd	Ruth	Oku-Ampofo
Park Blvd	Rebecca	DeHovitz
Parkinson Ave	Caitlin	Field
Pitman Ave	David	Ko
Pitman Ave	Jennifer	Ko
Pitman Ave	Jill	Christensen
Pitman Ave	Wes	Christensen
Ramona Cir	Yefei	Peng
Ramona Cir	Ming	Mao
Ramona St	John	Giannandrea
Ramona St	Arunashree	Ramkumar
Ramona St	Cindy	Traum
Ramona St	Kathy	Hallsten, M.D.
Ramona St	Jin	Lee
Ramona St	Jennifer	Lee
Ramona St	Laura	Oliveira
Ramona St	Raphael	Oliveira
Ramona St	Ferdinand	Sales
Ramona St	Jing	Li
Ramona St	Arunashree	Bhamidipati
Ramona St	Erica	Brand
Ramona St	Ram	Ramkumar
Ramona St	Mary	Rose
Ramona St	Rebecca	Sales
Ramona St	Craig	Ritchey
Ramona St	Steve	Dostart
Redwood Cir	Naomi	Temes
Richardson Ct	Guangwei	Yuan
Rickeys Way	Sue	Yee
Rinconada Ave	Kate	Shrout
Rinconada Ave	Travis	Shrout

Rinconada Ave	Joy	Frick
Roble Ridge Rd	James	Witt
Roble Ridge Rd	Tina	Tang
Rosewood Dr	Yu	Wan
Ross Rd	Bonnie	Rosenberg
Ruthelma Ave	Ambika	Pajjuri
Ruthelma Ave	Vijay	Vusirikala
Ruthven Ave	Josee	Band
S. California Ave	Lisa Cooper	Carlson
Saint Michael Ct	Jeannette	Cheng
Saint Michael Ct	David	Spencer
Saint Michael Dr	Yvette	Bovee
Saint Michael Dr	William	Barnett
Sand Hill Rd	Dick	Gould
Santa Ana St	Dan	Stober
Santa Ana St	Gloria	Carlson
Santa Ana St	Steve	Carlson
Santa Rita Ave	Alice	Mansell
Santa Rita Ave	Michal	Goldstein
Santa Rita Ave	Alex	Kaplinsky
Santa Rita Ave	Lucy	Nightingale
Santa Rita Ave	Hila	Goldstein
Santa Rita Ave	Guy	Goldstein
Santa Rita Ave	Tara	Kaplinsky
Santa Rita Ave	Steve	Nightingale
Seale Ave	Amy	Rao
Seale Ave	Leonard	Ely
Seale Ave	Elizabeth	Berry
Seale Ave	Jianming	Yu
Seale Ave	Harry	Plant
Seale Ave	Anuja	Lele
Seale Ave	Avinash	Lele
Seale Ave	Kate	Li
Seale Ave	Milind	Gadekar
Seale Ave	Nandini	Cherian
Seneca St	Chandra	Gnanasambandam
Seneca St	Priya	Chandrasekar
Sharon Ct	Gary	Hammer
Sharon Ct	Ann	DeHovitz
Sharon Ct	Ross	DeHovitz
Sharon Ct	Xenia	Hammer
Sharon Ct	Gerald	Wluka
Sharon Ct	Gary	Hammer
Sheridan Ave	David	Rockower
Sheridan Ave	Fumiko	Yamaguchi

Somerset Pl	Marie	Oh Huber
Somerset Pl	John	Oh Huber
South California Ave	Erik	Carlson
South Ct	Donna	Do
South Ct	Julie Huang	Tsang
South Ct	Khoa	Do
South Ct	Margie	Cain
South Ct	Tim	Cain
South Ct	Megan	Miller
Southampton Dr	Sonya	Sinha
Southampton Dr	Glen	Segal
Southampton Dr	Lauren	Segal
Southwood Dr	Lydia	Jett
St. Francis Dr	Amy	Asin
St. Francis Dr	Barry	Asin
St. Michael Dr	Danit	Bismanovsky
Sutherland Dr	Malcolm	Fleschner
Sutherland Dr	Kristin	Meier
Sutter Ave	Kate	Healy
Sutter Ave	Paul	Healy
Tanland Dr	Jacquelyn	Glidden
Tasso St	Tim	Ranzetta
Tennyson Ave	Kris	Zavoli
Tennyson Ave	Sherry	Brown
Tennyson Ave	Rebecca	Fox
Tennyson Ave	Roger	Smith
Tennyson Ave	Brett	Bullington
Tennyson Ave	Jennifer	Carolan
Tennyson Ave	Shawn	Carolan
Tevis Place	Nancy	Ginsburg
Towle Way	Gloria	Hom
Tulip Ln	Baosheng	Wang
Tulip Ln	April	Li
University Ave	Helen	MacKenzie
University Ave	David	MacKenzie
University Ave	Carrie	Anderson
University Ave	Dawn	Billman
University Ave	Lubna	Qureishi
University Ave	Nadir	Ali
Van Auken Cir	Nathalie	Tan
Van Auken Cir	Hayes	Raffle
Van Auken Cir	Rachel	Cleary
Walter Hays Dr	Helen	Zheng
Walter Hays Dr	Carol	Kenyon
Walter Hays Dr	Irv	Henderson

Walter Hays Dr	James	Fitzgerald
Walter Hays Dr	Joel	Brown
Walter Hays Dr	Laura	Lauman
Walter Hays Dr	Lila	Fitzgerald
Walter Hays Dr	Lorraine	Brown
Walter Hays Dr	Maya	Blumenfeld
Walter Hays Dr	Vani	Henderson
Walter Hays Dr	Yair	Blumenfeld
Walter Hays Dr	Anne	Stewart
Washington Ave	Stephanie	Norton
Washington Ave	Karen	Olson
Waverley Oaks	Carol	Shealy
Waverley Oaks	Mike	Shealy
Waverley St	Catherine	Debs
Waverley St	John	Debs
Waverley St	Eli	Pasternak
Waverley St	Parag	Patel
Waverley St	Roger	McCarthy
Waverley St	Carmela	Pasternak
Waverley St	Adam	Boulanger
Waverley St	Carin	Rollins
Waverley St	Cati	Boulanger
Waverley St	Greg	Avis
Waverley St	Maureen	Bard
Waverley St	Nancy	Bischoff
Waverley St	Nancy	Mueller
Waverley St	Ted	Marston
Waverley St	Pauline	Bromberg
Waverley St	Sophie	Bromberg
Waverley St	Jenny	Zhou
Waverley St	Jeannine	Marston
Waverley St	John	Rollins
Waverley St	Libby	Heimark
Waverley St	Maria	Leeman
Waverley St	Mora	Oommen
Waverley St	Patty	McGuigan
Waverley St	Susie	Levine
Waverley St	Craig	Heimark
Waverley St	Jonathan	Lyons
Waverley St	Sullivan	Jo
Waverley St	Sullivan	Suzanne
Waverley St	Christine	Loui
Webster St	Alex	Noe
Webster St	David	Hanabusa
Webster St	Bernice	Kwong

Webster St	Joseph	Haletky
Webster St	Chris	Kwong
Webster St	Yael	Shacham
Webster St	Deborah	Gruenfeld
Webster St	Gregory	Lee
Webster St	Jarlon	Tsang
Webster St	Michele	Grundmann
Webster St	Craig	Allen
Webster St	Diane	Allen
Webster St	Andreas	Kogelnik
Webster St	Nita	Goyal
Webster St	Larry	Sullivan
Webster St	Vicki	Sullivan
Webster St	Doug	Whitman
Webster St	Ashish	Gupta
Willmar Dr	Lama	Rimawi
Yale St	Stacy	Brown-Philpot

From: [Kimberley Wong](#)
To: [DuBois, Tom](#); [Burt, Patrick](#); [Kou, Lydia](#); [Stone, Greer](#); [Cormack, Alison](#); [Tanaka, Greg](#); [Filseth, Eric \(Internal\)](#); [Shikada, Ed](#); [Lait, Jonathan](#); [French, Amy](#); [Council, City](#)
Subject: Fw: Comments on March 15 City Council hearing re: EIR and CUP for Castilleja School
Date: Thursday, May 19, 2022 7:51:01 PM
Attachments: [Screen Shot 2021-03-23 at 7.29.58 AM.png](#)
[Screen Shot 2021-03-23 at 7.29.58 AM.png](#)

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Dear Mayor Burt, Vice Mayor Kou and City Council members

I am forwarding my letter to the City Council from more than a year ago, which certainly is worth reminding everyone of what was discussed during the March 15, 2021 Quasi-judicial hearing regarding the Castilleja EIR and CUP application of year 2016.

In this almost 6 year drawn out process involving the PTC, Architectural Review Board, and City Council plus countless hours of diligent watchdogs in the community, Castilleja is still insistent on building an underground garage, introducing hazards to users of the Bicycle Safety Boulevard with its entrance. The pedestrian exit from the garage to the surface under a main sewer line is also a poorly thought out solution which cannot be the best and safest solution. Castilleja has not heeded the suggestions of mandatory shuttling or forbidding students from driving to school which has worked well for another private school, Nueva in San Mateo. Why build a garage when there is already ample parking above ground? It is bad for the environment, bad for the neighborhood, and unsustainable.

Neighbors have been inundated with events and traffic when Castilleja violated its conditional use permit by increasing enrollment. And instead of returning the baseline mandated by its CUP, they have fought tooth and nail for every square foot that was built in excess of what was allowed, they have played the numbers game to excuse the exorbitant amount of events they hold, mocking the 5 large events and a few others with disdain, and they are requesting variances to squeeze an underground garage to the detriment of trees and utility lines and introducing traffic woes to the neighborhood.

I can't stress enough that the fact that the numerous hits and near misses on the intersection of Bryant and Embarcadero such as the injury collisions on February 13, 2018 should be cause for the City to deny the construction of a garage to which cars will need to cue up on Embarcadero and the short part of the Bike Boulevard to access. This is a major intersection that local students, bicycle commuters, pedestrians also use. Please do what is right for the city, for the citizens and keep all of Palo Alto safe!

Please allow nearby residents who are affected daily to have a seat at the table to develop a CUP that will help mitigate the impacts to the neighborhood. The fact that staff is writing a CUP based on the applicant's demands which are way above the baseline dictated in the current CUP is extremely biased and unfair to the neighbors who must bear the brunt of the impacts. Let's get back to the basics, as the PTC has suggested. Let's limit the enrollment to 450 and let us see how Castilleja can manage its TDM.

Once you go down that slippery slope, it is hard to back track!

Thank you for your consideration,
 Kimberley Wong

----- Forwarded Message -----

From: Kimberley Wong <sheepgirl1@yahoo.com>
To: Tom DuBois <tom.dubois@cityofpaloalto.org>; Pat Burt <pat.burt@cityofpaloalto.org>; Lydia Kou <lydia.kou@cityofpaloalto.org>; Greer Stone <greer.stone@cityofpaloalto.org>; alison.cormack@cityofpaloalto.org <alison.cormack@cityofpaloalto.org>; greg.tanaka@cityofpaloalto.org <greg.tanaka@cityofpaloalto.org>; Eric Filseth <eric.filseth@cityofpaloalto.org>; Ed Shikada <ed.shikada@cityofpaloalto.org>; Lait Jonathan <jonathan.lait@cityofpaloalto.org>; Amy French

<amy.french@cityofpaloalto.org>

Sent: Wednesday, March 24, 2021, 05:31:37 PM PDT

Subject: Comments on March 15 City Council hearing re: EIR and CUP for Castilleja School

Dear Mayor, Vice Mayor and Council Members

I thank you City Council members for your thoughtful comments during the City Councils' March 15 quasi-judicial hearing re: EIR and CUP for Castilleja School. While there were a number of issues regarding traffic, trees, the garage, miscalculation of FAR, noise, etc, I'd like to concentrate on 3 issues.

1. TDM and Off-Site Parking
2. Events
3. Bicycle Safety

First of all I like to say that the stubborn insistence of Castilleja school for an underground garage is mind boggling when there are so many other ways to bring staff and students to the campus without inflicting damage to the environment and long lasting impacts to the neighborhood and the City of Palo Alto. Mayor Tom Dubois comments that the underground garage is an "overintensified use" and "inconsistent with the zoning" code in an R1 Residential Neighborhood.

I have been following this saga from almost the beginning of this almost 5 year ordeal of the over reaching plans of Castilleja to destroy homes, trees, dig a cavernous pit close to the water table to build an underground garage, move a swimming pool and rebuild a monolithic building to replace 4 smaller ones.

The narrative at present is pretty much the same with the exception of saving one rental home and the Lockey house. From almost every angle looking at the environmental, construction, traffic and human impact, the plans are flawed. The Environmental Report has traveled down, as Pat Burt aptly named it, "a slippery slope"! It has not addressed the major flaws in these plans but rather extrapolated results from insufficient data, ignored significant impacts to the neighborhood and disregarded many of the concerns that neighbors have raised over the years.

I'll focus only on 3 of the many issues with Castilleja's not "Renovation" as they like to think of it, but a true "Expansion Plan". Let's call it what it really is.

1) TRIP GENERATION: Vice Mayor Pat Burt very early on clearly pointed out the flaw in how trips to the school were measured and generated. Katherine Waugh of DUDEK explained that modeling and plotting trips on city streets was calculated based on "Observations" and "Survey of Students". Mr Burt questioned why students would fess up to parking other than on the Castilleja side of the block in violation of the parking policy. This is a major flaw for basing counts on self reported numbers. As for shifting the parking to a satellite parking, he questioned if those trip numbers were captured which after a long discussion with DUDEK and W-trans were not! This led to a series of other questions:

- DUDEK's Katherine Waugh, Director of Transportation, Jonathan Lait and Mark Spencer of W-Trans all failed to factor in satellite parking. As Ms Layendecker admitted, "the TDM plan that we put forward recommends satellite parking" but goes on to diminish that by saying that it is "one

element of the comprehensive plan". She continues on to say that "we would probably continue what we are doing and don't need to expand beyond that".

- As it was made evident in questioning both head of Castilleja, Ms Kauffman and Ms Layendecker, around 50% of the students come in single occupancy vehicles (SOV). This clearly points out a flaw in the TDM plan which clearly shows there is a need to expand to more satellite parking and reduced SOV trips to the school.
- And as Mr Burt pointed out, in the old CUP Castilleja was supposed to contract with Town and Country for Satellite Parking for special events... which clearly they never did and ended up parking cars Spieker Field and drawing huge amounts of traffic to the campus for it's 100+ events per school year in the past few years.

2) EVENTS: The council meeting has not yet discussed the outrageous number of events.

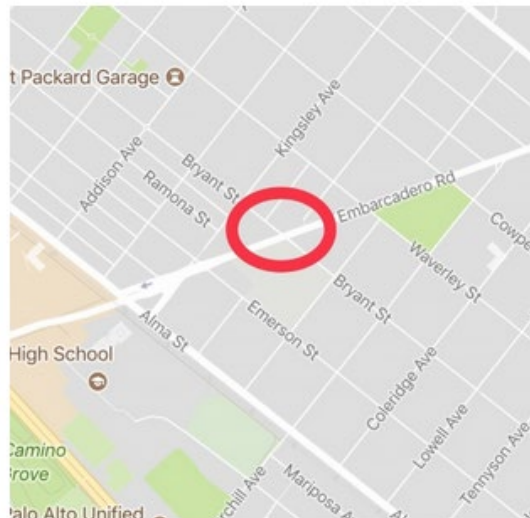
- The number of events have impacted us greatly in our neighborhood, not only during school hours, but most bothersome during after hours, evenings, and weekends. Because of the sheer number, many were back to back.
- Subjecting the neighborhood to 90 events as Castilleja proposed in their new CUP and even the 74 as staff suggests is an outrageous number for any neighborhood to bear. This is a far cry from the current CUP which legally allows only 5 major events and a few others... By any stretch of the imagination a few cannot have meant 10 or more! Clearly this is another violation besides over enrollment for which Castilleja was fined.
- I believe Hilary Gitelman was working towards addressing the events violation but unfortunately left before she was able to act on it and current staff has been reluctant to pursue this obvious violation.
- As we are generous neighbors, allowing them 20 events to be held on campus is more than sufficient and would be something we could live with. All others should be held off campus, such as at the Circus Club in Atherton where Castilleja's Commencement ceremonies were held for 2020.
- 100+ events per school year has tested the goodwill of neighbors and Castilleja should NOT be treated as a baseline. Castilleja should NOT be rewarded with much more than what is now allowable in the current CUP.

3) BICYCLE SAFETY: Impacts to the Bicycle Boulevard that Castilleja is proposing to build an entrance to an underground garage.

- As an avid cyclist, I was incredulous from day one how an entrance to a garage could possibly be proposed when so many adults and children bike to work, school and for recreation on this official Palo Alto Bike Safety Boulevard.
- When the Vice-Mayor asked if Castilleja worked with the city to make sure that it was in line with the Bicycle Plan of Palo Alto I don't think he got a confirmation. I think that Council really needs to see if Castilleja's garage entrance is compatible with the City of Palo Alto Bicycle + Pedestrian Plan
- The latest update I can find is in 2012.
<https://www.cityofpaloalto.org/civicax/filebank/documents/31928> . I believe that City Council should really encourage updating Table 4-4 which shows Bike and Pedestrian Collisions up to year 2009. Given that there have been many collisions reported on Bryant/Embarcadero more recently, this intersection

should be included the 6.1.7 Proposed Intersection improvements. Castilleja should work with the City to make this intersection safer for Palo Alto Residents as well as for their own students.

- It was unbelievable to me to learn during this meeting from Katherine Waugh during the 4th hour of this extremely long City Council meeting that only a segment of the “frontage of Bryant Street” was studied for traffic and bicycle conditions. That bicycle crash data outside of this segment as Alison McCormack asked did NOT include the intersection on which a major accident occurred on Feb 13, 2018 that involved two adult males, one on a bike and one on a scooter. [Two injured in Embarcadero Road collision](#)
- How can a proper EIR traffic study not include the four intersections directly surrounding a school especially at Bryant and Embarcadero (shown in the red circle) where countless of crashes, near misses, and a significant amount of students cross on their bikes daily to school, either to Castilleja or the neighboring Palo Alto Schools? How can Katherine Waugh state that the “volume of traffic that the project would contribute would not exacerbate the conditions” based on studying just this “frontage road on Bryant Street” just a



Two people were hospitalized in a collision at Embarcadero Road and Bryant Street in Palo Alto on Feb. 13, 2018. Image courtesy Google Maps.

few feet away?

- My husband and a few other residents requested during the DEIR hearings that a wider scope of streets beyond the first block from Castilleja be studied. Instead DUDEK chose to limit their scope even more narrowly than what was planned in the Draft EIR.

In conclusion, based on just these 3 items, DUDEK has clearly NOT studied these above impacts to the neighbors, but rather minimized the impacts by using self reported numbers or very limited scope for their studies of trip generations and bicycle crash counts. For Castilleja to reach their no new net trips in their TDM solutions widely used by other schools such as Nueva should include more Satellite Parking Lots, mandatory shuttling and prohibiting students from driving to school. Ms. Kauffman's newest statement that the garage is for staff, not students, blatantly violating enrollment, and hosting an exorbitant number of events in violation of their CUP gives me very little reason that Castilleja will adhere to the new Conditions if

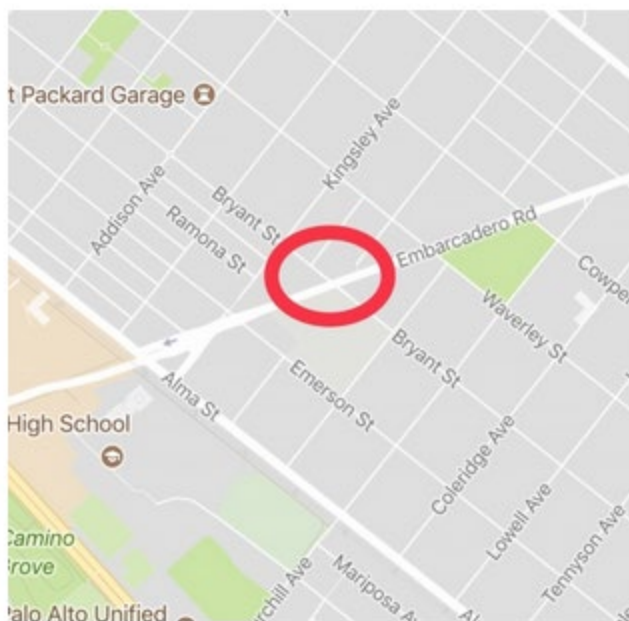
granted. The way the school has renamed their project as a "modernization" while hypocritically seeking higher enrollment and wanting to tear down homes and passing off their garage as a parking facility to gain more square footage makes me even more suspicious of their intentions.

I would encourage the City Council members to ask themselves... Ultimately, are we serving our residents by allowing this subversive behavior to go unchecked. And why should we bend the rules to grant them any variances when they have constantly pushed for plans that really don't make sense and in fact bring more traffic into the neighborhood!

I believe that they should be able to upgrade their existing buildings to grow leaders of the future, but not be allowed an underground garage, not be allowed more than 20 events, prohibit student driving to school, and enforce mandatory shuttling to reach their TDM goal. And they should expand Satellite parking way "beyond what they have been doing" to be allowed even a modest increase in enrollment. I propose that 450 students is what this 6 acre lot is capable of handling in an R-1 zone and the city should hold Castilleja to this density, which is higher than any other school but more reasonable than what they proposed.

Thank you City Council members for upholding the City Laws that Council Member Eric Filseth reminded us that protect the "Public Health, Safety, General Welfare and Convenience" which he admits is the biggest hurdle for him to overcome with the Castilleja Project and new CUP. I ask the City Council NOT to certify the project or CUP without major rehaul of its conditions and removal of the garage from its plans.

Thank you, Kimberley Wong
Longtime resident of PaloAlto



Two people were hospitalized in a collision at Embarcadero Road and Bryant Street in Palo Alto on Feb. 13, 2018. Image courtesy Google Maps.

From: [Wally Whittier](#)
To: [Council, City](#)
Subject: Castilleja Overreach
Date: Thursday, May 19, 2022 7:46:45 PM

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As a nearby neighbor of C for more than 40 years, I fully support the goal of Castilleja's complex being brought up to current day standards. Unfortunately, after more than 5 years and countless hours of city staff and public review, the scale of Castilleja's proposal remains basically unchanged- an underground, transportation driven project which overwhelms the R1 zoned site and surrounding neighborhood. Endless debates re garage vs basement, whether a special zoning ordinance is required, penalties for over enrollment, all make the case-the plan is mired in details and careless Castilleja responses compound the problem of reaching agreement.

Castilleja is asking for far too much at the expense of its credibility and potentially supportive neighbors. Assurances are made that more than 400 daily arrivals and departures can be safely managed next door to major construction activity. Castilleja leaders and staff-experts in the field of girls' education are not qualified to assess the risk of such a plan. The Council should solicit an opinion from an experienced large construction project organization as to the wisdom of adjoining school/major construction and the City Attorney should formally provide an opinion as the liability exposure to the city if it approves a permit for the project. The City Attorney should recommend liability insurance coverage sufficient in the very unlikely event of an accident.

Daily arrival/departure traffic management is the second area that lacks a realistic evaluation. Models of traffic are a reasonable starting point; but what if they don't match up with reality. Is it credible that that the Castilleja's administration can dictate personal car use by smart and entitled students and their parents. And if major congestion ensues, what will be the city's response. A thoughtful "what-could-go-wrong" study should be made.

Framing Castilleja's plan as a "do you support girls' education" question is a red herring. There is universal support of the students' aspirations and hope for their success.

The issue is overreach.

Wally Whittier

Bryant St

From: [Paula Powar](#)
To: [Council, City](#)
Subject: Castilleja
Date: Thursday, May 19, 2022 7:13:17 PM

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To Whom It May Concern:

As a neighbor of Castilleja, I need to first state that I have never had an issue with education the girl's are receiving at this school.

My issue is the fact that the school has knowingly been out of compliance of the CUP for over 15 years. Obviously, nothing has really been done regarding the over enrollment. When the city was finally notified of this problem, the school literally got a slap on the wrist, and essentially no reduction in their number of students, thanks, in part, to the former City Manager. My concern is what safeguards and compliance procedures will be put in place so that the school does not continue to ignore this issue if they are, in fact, given the go ahead for their project. I think a school that prides itself on educating young women is sending a message that playing fast and loose with numbers is permissible and that being untruthful really has no consequences. Will the City handle checking on compliance issues on a regular basis. If the past is any indication, I am afraid the school will think they have carte blanche.

Thank you,

Paula Powar
1310 Emerson Street
Palo Alto, CA. 94301

From: [Nelson Ng](#)
To: [DuBois, Tom](#); [Burt, Patrick](#); [Kou, Lydia](#); [Cormack, Alison](#); [Tanaka, Greg](#); [Filseth, Eric \(Internal\)](#); [Stone, Greer](#); [Council, City](#)
Cc: [Shikada, Ed](#); [Lait, Jonathan](#); [French, Amy](#)
Subject: Re: Castilleja Expansion Project
Date: Thursday, May 19, 2022 7:07:43 PM

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Dear City Council,

It is hard to believe this Castilleja Expansion ordeal has been going on for almost 6 years. The following is a letter I sent to the City Council a little over a year ago. As the City Council is trying to come to a decision for the Castilleja Expansion Project, the points in the letter are just as valid today as they were a year ago.

As I pointed out back in 2016 and I reiterate it today, "PARKING is just a symptom of the TRAFFIC problem." If Castilleja can truly address the root cause of the traffic problem, they WILL NOT need to have any additional parking spaces. Like many local private schools such as Nueva School does not allow students to drive to their San Mateo campus. This should be part of the Castilleja's new CUP. This will greatly reduce the traffic impact to the neighborhood and eliminate the needs of an underground parking garage.

I am also baffled by the Council's proposal of not counting the FAR if the underground garage is 50% of the total parking space. Why should the City consider making this archaic exception for Castilleja when in general underground garages are not even allowed in Single Family Neighborhoods? If this Council is really serious in transforming Palo Alto into a sustainable city to address climate change, you MUST stand up to this ridiculous narrative by Castilleja that they will not be able to fulfill their mission of Woman Education without an underground garage.

Another point I would like to reiterate is the TDM study in the EIR DOES NOT cover the true impact to the neighborhood because it only counts cars going into the Castilleja parking lot. It is common knowledge that Castilleja students are being dropped off on city streets outside of the campus to avoid to be counted. In addition, TDM only studies the peak commute hours of morning and afternoon without considering any of the traffic brought to campus for events throughout the days, evenings and weekends. By avoiding to have the actual traffic count, Castilleja continues to boast that they are able to meet the TDM.

Castilleja campus is in the middle of a Single Family Neighborhood sandwiched by major Palo Alto traffic arteries Embarcadero and Alma. Depending on the time of day, both roads can be either a parking lot or an expressway. The neighborhood cannot sustain additional traffic increase. Please limit the enrollment to 450 as recommended by the PTC. Also please work with Castilleja to develop satellite

campuses for further expansion.

Thanks

Nelson

On Wednesday, March 24, 2021, 02:00:05 PM PDT, Nelson Ng <lofujai@ymail.com> wrote:

Dear City Council,

A number of important issues surfaced during the Council deliberation on the Castilleja Expansion project on March 15th. I hope the City Council will dig deep into each of these issues to uncover the true ramifications of your decisions to the City of Palo Alto now and the future.

Garage

1. Should Castilleja's proposed underground garage in an R1 neighborhood be counted toward the FAR?

I respectfully disagree with a couple of the council members' suggestion that the square footage of Castilleja's proposed underground garage should not be counted toward the FAR. As Ms. Amy French pointed out the reason for garage to be counted as part of the FAR in R1 is to limit the size of the building base on the size of the lot. Castilleja's proposed design of a big box store building is already above the current FAR limit. Why does the city think Castilleja is entitled to circumvent the current FAR rule so they can avoid redesigning their project to be compliant?

2. Should the City grant special privileges to Castilleja by amending text of City code to have an underground garage?

Underground garages are not allowed in R1 neighborhood. The staff argues that since the text didn't mention businesses, therefore it is allowed. On the other hand, did they consider that the original text didn't take businesses into account because businesses are not normally allowed in an R1 neighborhood? By allowing Castilleja to have an underground garage, this will give the businesses more property rights than single family home owners in an R1 zoned neighborhood. If the City really crafts an amended City code to allow a business to have an underground garage in R1, how do you prevent more applicants from coming to the Council to ask for other code changes to get approval

specifically for their projects in the future? If the City feels a real need for code amendment, an unbiased/non favoritism approach should just close the current loophole to explicitly ban underground garages for businesses alongside residences.

3. Why does Castilleja need an underground garage?

Castilleja provided a number of contradicting reasons for wanting an underground garage. Please investigate the true reasoning to determine if it is really needed:

- Neighbors want the garage, the school claimed

On May 3rd 2017, PNQL submitted letters from 47 immediate neighbors for Castilleja and copying the City of PA stating that the neighbors DO NOT want the underground garage and reasons. For the last 4 years, Castilleja has had plenty of opportunity to work on a no garage solution, but they refused.

- Garage parking is for students or staff

During the March 15 2021 Council meeting, Ms. Kauffman stated that the garage is for staff not students. However, the application stated there will only be 10 additional staff to support increased enrollment. Does it sound reasonable to support the extra parking for 10 staff by requiring the neighbors, the city and the environment to suffer a significant multi months/years construction impact to build an underground garage?

- The City requires Castilleja to have a garage

Castilleja claims building the underground garage is due to the current city code's parking space requirement. This problem can be easily solved by City Council amending the code to reduce the number of required parking spaces by requiring Castilleja to reduce the number of cars coming to campus. Wouldn't that be a much more environmentally friendly solution rather than displacing tens of thousands of tons of earth to build an underground garage?

4. Should it be a reduced size garage?

The current proposed underground garage provides 78 parking spaces. Combining with the proposed surface parking, 23 net new spaces compared to the currently available parking on campus. For 23 net new spaces, it is already unreasonable to justify a multi million dollars project. By reducing the number of underground spaces beyond 30%, it will result in a net loss of new parking spaces. Does that really make sense?

	Existing	Current proposed expansion plan	Net new bases on current proposal	If underground garage space is reduced by 30%
Parking Spaces				
Underground	0	78	78	54.6
Surface	81	26	-55	-55
Total On Site	81	104	23	-0.4

5. Is underground garage truly the solution for the next 100 years?

In the March 15th 2021 meeting, Ms. Kauffman claimed the garage will allow them to update the school's campus to be ready for the next 100 years. Given the rapid advancement of technology and climate change, shouldn't we be considering much more environmentally sound solution for the traffic problem than building an underground garage?

Certifying EIR

1. Should the current EIR be certified when the current garage design with distributed drop off was not studied?

Although this was not discussion in the March 15th meeting, it is an important issue of the current EIR. During the DEIR, the previous garage design with a single entrance from Bryant and a single exit from Emerson was found to have "Significant and Unavoidable Impact" to the neighborhood. The neighbors requested the latest garage proposal with multiple drop off to be studied as part of the final EIR but it was denied. How can a "Significant and Unavoidable Impact" just disappear base on theoretical assumptions instead of real study data?

2. Should the current EIR be certified when Bike Safety was not fully studied?

Ms Katherine Waugh from Dudek stated the reason the EIR stating there is no accident during their study period is because the 2/13/18 accident of a car striking a pedestrian with scooter and a bicyclist who were sent to Stanford Hospital happened at the intersection of Embarcadero and Bryant while the EIR only included accident on a "segment of the frontage of Bryant Street only". In order for cars to enter the proposed garage at the Bryant street entrance, they have to make left or right turn from Embarcadero at this major intersection of Bryant and Embarcadero. So why are accidents at the Embarcadero/Bryant intersection not studied to determine safety issues to Palo Alto residents? Ms. Waugh also stated in the EIR that the bicycle accident rate is acceptable. Can you please ask Ms. Waugh what is the acceptable bike accident rate? Ms. Waugh said that this incident was an outlier and that it is lower than the state average. What cities factor into this state average? Might they be comparing

this to LA. Is this a fair comparison? Palo Alto prides itself on its bike friendly routes. Why would it allow any project to jeopardize any of the Bike Safe Routes?

3. Should the current EIR be certified when event impact was not studied?

Although Castilleja's current CUP allows for 5 major events plus several more per school year, Castilleja has consistently held more than 100 events. Now Castilleja is applying for 90 events per school year while the city staff is recommending 74 without asking the impact to be studied. Therefore, I am asking the council to require the EIR to study the impact of the events before determining the limit of the number of events per school year.

Despite a couple PTC commissioners praised the extensiveness of the EIR, the above are just 3 examples of a long list of issues with this EIR. The EIR is supposed to identify all real impact of a project to the neighborhood. It should not be used merely as a checkbox item to gain project approval by citing technicality to avoid finding the true impact of the project.

Trees

1. Should we allow staff to freely interpret the trees ordinance to remove trees?

The staff cited that the tree ordinance provides a process to remove a healthy protected tree if all possible remedies are exhausted. Tree 155 is at the path of a driveway, the City council must scrutinize the design to see the best remedy to save this protective tree. The tree ordinance is designed to protect trees not to kill trees.

Future

1. What is maximum allowable impact to this R1 neighbor and how will that support Castilleja's expansion ambition?

In the March 15th 2021 meeting, Ms. Kauffman stated that there is great need of all-girls education that is growing at an exponential rate. Without knowing Castilleja's maximum enrollment buildout for the next 20 years, how can we be sure that they will not come back to ask for more enrollment after their current request is approved. Nanci Kauffman answered the council that this is it... Yet in the past Castilleja promised in applying for the 2000 CUP that 415 would be the maximum number. Shouldn't Castilleja be looking at additional sites to grow to satisfy the exponential growth rate of needing all girl education as many other schools such as Harker, Pinewood, and Stratford have done, to name a few?

I ask that the City Council not certify the Castilleja EIR or a new CUP until all of these pertinent questions have been answered.

Thank you,
Nelson

From: [L Lapier](#)
To: [Council, City](#)
Subject: time to accept the proposal and move on to more important matters
Date: Thursday, May 19, 2022 3:48:35 PM

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City Council,

I am a near-neighbor of Castilleja and have watched with growing frustration as various City departments and committees constantly move the goalposts, change requirements and focus entirely on the whining comments of a few neighbors. Enough already! Castilleja has been there for over 100 years and every neighbor knew it was there when they bought their property. The school has patiently met every requirement and it is time for the City Council to acknowledge that FACT and accept their proposal. And then move on to more important city matters.

In a city of over 60,000 people, it is very frustrating that a tiny group (likely less than 2 dozen total) can dictate city policy and approvals. And I am not going to bring up the likelihood that this group is, thanks to Prop. 13, paying far less than their share towards the city budget and services and has a voice way out of proportion to their contribution.

It's time to approve Castilleja's plans and get back to managing the real issues the city faces.
LSlapier

From: [Sheri Furman](#)
To: [Council, City](#)
Subject: PAN Castilleja Letter
Date: Thursday, May 19, 2022 2:58:04 PM
Attachments: [PAN Castilleja Letter to Council 052322.docx](#)

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Please see our concerns in the attached letter.

Thank you,

sheri

Re: May 23 Council Agenda Item 13 -- Castilleja School Project

Dear Palo Alto City Council Members:

At our May 2022 Palo Alto Neighborhoods (PAN) meeting, community representatives from across Palo Alto voted unanimously to express our concerns about the unfair treatment of residents adjacent to Castilleja. PAN opposes any recommendation from staff that Council show preferential treatment to one property owner by approving this next iteration of Castilleja's flawed expansion plans, variance, and CUP application. Rewarding past violations with unprecedented leniency in overriding rules and relaxing standards is a terrible precedent to set and unfairly privileges an elite institution.

There are dozens of things wrong with the proposal, including these specifics:

We applaud the PTC's recommendation of 4/20/22 to limit enrollment to 450 students. Why is city staff undermining the determination of the commission by recommending the requested increase to 540? The PTC's recommendation is generous given that the school has been over-enrolled for years. The school wants to expand operations significantly, yet refuses to consider relocating or splitting the campus. Is accommodating their preference our responsibility? Moreover, given the long-term violations of the existing CUP and unknowns about whether Castilleja will be able to comply with new rules on noise, parking, and trips, any enrollment beyond 450 should only occur once a track record of success compliance has been established.

We also feel the Council has not been given adequate information that the proposed underground garage is unnecessary and violates our sustainability goals. With a full 20% TDM in place, Castilleja will need no more parking than it already has on the surface. There is simply no need for the underground garage. The environmental costs of dewatering, killing heritage trees and building an underground structure rich in carbon off-gassing concrete is not the way to meet Palo Alto's climate goals. Indeed, the negative environmental consequences of the garage clearly disqualify Castilleja from obtaining a Conditional Use Permit, which requires that there be no detrimental impacts.

The school seeks to construct a below-grade pool requiring excavation to an estimated 30 feet. How much dewatering will that require? Doesn't that sound like another environmental disaster? And they want to relocate the pool with its new public address system directly across the street from residences on Emerson.

And finally, why has City Staff allowed years of CUP violations, underpaid penalties, excessive floor area, hundreds of thousands of dollars in uncollected impact fees, egregious misinterpretations of laws such as its proposed "basement" exemption for the garage, and a new variance proposal that clearly fails to comply with the law? It should not be the job of residents to have to point out these shortcomings. City staff should have been applying the law properly from day one.

Castilleja claims to be training our future leaders and modeling what exactly? When a proposal like Castilleja's gets this much preferential treatment and care from staff, we residents are left wondering, who supports following the law? We turn to our elected officials to apply the law correctly in this case and ensure the neighborhood protections in our Municipal Code are observed.

Thank you.

Becky Sanders & Sheri Furman
PAN Co-chairs

From: [Barbara Ann Hazlett](#)
To: [Council, City](#)
Subject: Castilleja School Project
Date: Thursday, May 19, 2022 2:46:01 PM

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May 19, 2022

Palo Alto City Council
 RE: Monday, May 23, 2022 Meeting
 Agenda Item 13, Castilleja School Project

Dear Council Members:

My name is Barbara Hazlett. I have lived near Castilleja School, on Emerson Street, just across Embarcadero for over 40 years. I am writing to you as a neighbor in support of the CUP application. As a Palo Alto voter who strongly supports protecting neighborhoods, I feel that schools, churches, and libraries are crucial civic elements. Schools are a public good and Castilleja is exceptional. This is the most important reason to support this Palo Alto institution. Here is an additional list of reasons for my support:

The CUP:

- Gets parked cars off the neighborhood streets which is in direct response to neighbors' requests to mitigate street parking and traffic noise. I encourage you to maximize the amount of underground parking without impacting trees by approving 69 underground spaces.
- It reduces daily car trips with independent monitoring and serious consequences if breached. Certainly not the case for any other schools.
- It reduces events and, in fact, I would argue that the proposed CUP goes too far in limiting events to 70. This could compromise the quality of the school's academic and athletic programs.
- It increases the tree canopy, increases setbacks, lowers rooflines and increases green space.
- It improves the compatibility of the campus architecture with the neighborhood.
- It reduces the demands on Palo Alto's infrastructure: storm water system, electric grid, gas supply.
- Most importantly, it provides a modest increase in the number of girls who can receive an exceptional education.

Finally, ask yourself, as former PTC Commissioner Alcheck did, are the demands being placed on this school in line with other schools in Palo Alto? Clearly not. Council needs to be on the right side of supporting women's education in our town. Castilleja should have the opportunity to modernize as have Ohlone, Palo Alto High School, Addison and Stanford. This historic, 115 year old neighborhood institution, a perennially nationally-ranked school, should be allowed to modernize and further its crucial mission IN Palo Alto! I urge you to support Castilleja School's application with no further delay.

Thank you.
 Barbara Hazlett

From: [Christina Gwin](#)
To: [Council, City](#); [Architectural Review Board](#); [Planning Commission](#)
Subject: in support of Castilleja School
Date: Thursday, May 19, 2022 2:43:32 PM

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[Learn why this is important](#)

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Dear City Council,

I support Castilleja's project. I am a near neighbor who is increasingly growing frustrated by many in the community who are refusing to compromise. Castilleja's plan has been independently vetted and publicly scrutinized. It has been revised over and over and over. The School has proven that it is capable of listening, modifying, complying, and delivering. I understand the perspective of many nearby homeowners who purchased their homes when the school primarily served boarders (the school had also already been around for several decades). Life was different then. We are fortunate to live in a vibrant community with access to phenomenal resources—both public and private. But let's face it, Palo Alto and our surrounding neighborhoods have become more vibrant because life in Silicon Valley has changed dramatically, even in the last 15 years. I fear that in an attempt to hold on to the past, the future of our community is being compromised. The future is about providing a strong foundation for children. Education is a means to that end, and Castilleja simply wishes to grant more children-girls—the opportunity to learn in the only non-sectarian girls school in Northern California. Yes, we have fantastic schools around us, but Castilleja is the only of its kind for hundreds of miles. And yet, a girls' school is being told it is "too ambitious." The irony of this statement is not lost on me.

Those facts aside, Castilleja's modernization proposal is strong on its merits. An underground garage will move cars off the street, preserve greenspace, and improve the Bryant Bike Boulevard. The academic buildings have been designed keeping student wellbeing top of mind. Plus, the building footprint is a reduction of what is currently on campus. Everything about the proposal has been under review for years. Neighbors have shared their opinion. Experts have weighed in. The School has updated the plans to integrate all these voices. The plans are ready.

Please, keep the FACTS at the forefront of your deliberations as you work towards finding a path to approve Castilleja's project.

Thank you,
Christina Gwin
Churchill Ave

From: [Thelma Tuttle](#)
To: [Council, City](#)
Subject: CASTILLEJA
Date: Thursday, May 19, 2022 1:23:48 PM

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Dear Council Member,

It was time to say NO, over ten years ago. Why has CASTILLEJA been allowed
To go on for 13 years breaking the law and than being brazen enough to ask for more students. I thought they had
enough rich girls to fill CASTILLEJA, when I was at Palo Alto High in the Fifties. Some of the girls transferred to
Paly to have PAHS on their diploma. JUST SAY NO! NO, NO. Smells like kick backs or bribery to me.
Palo Alto resident for 82 years. Thelma Tuttle. JUST SAY NO!
Sent from my iPad

From: [Stewart Raphael](#)
To: [Council, City](#)
Subject: Email regarding Castilleja project
Date: Thursday, May 19, 2022 12:01:12 PM

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Dear City Council Representative,

My name is Stewart Raphael, I live in Palo Alto, and I support Castilleja. When I spoke to you last March, I couldn't have imagined we'd still be debating this topic over a year later, so I'd like to take this opportunity to address three issues that I hope will help bring this process to a positive resolution: the variance, the facts, and the sustainability measures.

This variance is just another example of excessive hurdles. The school has permits that allow a certain amount of square footage for the purposes of operating a school in an R-1 zone. The school is now being asked to apply for a variance to construct LESS square footage than is currently permitted. Since when have applicants needed to ask for permission to get smaller? This variance should be an automatic yes.

Relying on the facts, the Final Environmental Impact Report showed the the project has no negative impact on the neighborhood. The traffic consultants have studied car trip patterns and can attest that the school can add more students without adding trips. And even IF the consultants are wrong, car trips are capped, so the school cannot add students if traffic increases, and in fact can be forced to decrease enrollment. These are the facts.

With sustainability as the highest priority in the recent State of the City address, it has to be time to approve this campus. Net-zero energy. Fossil-fuel free (aside from the bunsen burners in the science labs), green and responsibly-sourced building materials, high efficiency water systems, collected storm water, new trees and native plantings. I have asked you before, and I ask you now: please recommend approval of this project so that opportunity for women can be expanded, and a sustainable campus can be built with no negative impacts.

Respectfully yours,

Stewart Raphael

571 Military Way
Palo Alto, CA 94306

[Sent from the all new AOL app for Android](#)

From: [Alan Cooper](#)
To: [Council, City](#)
Cc: [French, Amy](#); [Lait, Jonathan](#); [Alan Home](#)
Subject: Castilleja letter: please seek balance
Date: Thursday, May 19, 2022 10:31:25 AM
Attachments: [Cooper letter to City Council May 18, 2022.pdf](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear City Council

May 18, 2022

I live across the street from Castilleja on Kellogg Ave, and I support girl's education.

After 8 years of negotiations, **PLEASE** implement mandates that **balance** neighbors desires for a peaceful R-1 historic neighborhood with Castilleja's desires to remodel their school and grow.

Quality of Life: Please help neighbors retain quality of life with less future noise, traffic and parking activity than currently by implementing **stringent enforcement** of TMD and CUP mandates.

Enrollment growth: Please implement the PTC decision to **freeze enrollment at 450 students for 2 years following completion of construction** (i.e. until the school operates in their new campus buildings), to verify that the school can indeed comply with their TDM. If they do fully comply, then let them grow at 25 students/years as previously proposed with the regulated TDM program.

School events: Please implement the PTC decision to limit school **"special events"** (i.e. more than 50 people) to 50. **Further**, please define a **"regular activity"** as from 5 to 49 people, and set a limit on the number of permitted "regular activities" to avoid the envisioned possibility of numerous activities seven days a week by small groups of less than 50 people. Please establish enforcement/penalty mandates for excess "special events" and "regular activities".

Parking: Please require that all parking by Castilleja faculty, staff and students be restricted to on campus, touching campus (i.e. Castilleja side of adjacent streets) and offsite parking lots. Neighborhood parking would **NOT** be permitted. Please assure strict enforcement/penalty.

School dropoff/pickup: Please require that all school dropoff/pickup would be on school property or at offsite parking lots with shuttle to/from school. Dropoff/pickup would **NOT** be allowed in the streets adjacent to the school or in the surrounding neighborhood. Please assure strict enforcement/penalty.

Construction-period observer: During construction hours, please require strict enforcement of mitigation measures outlined in the EIR (e.g. noise, air quality, vehicle use, etc) via the authority of an onsite city official, with salary paid by Castilleja, to assure neighbor health and no-damage to historic homes and other structures, trees, etc along the surrounding streets. There are more City historic resources on streets surrounding Castilleja than are identified in the EIR.

Thank you for your consideration of my requests.

Dr. Alan K. Cooper

270 Kellogg Ave.

Dear City Council

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Thank you for your consideration of my requests.

Dr. Alan K. Cooper
270 Kellogg Ave.

From: [Sue Yee](#)
To: [Council, City](#)
Subject: Castilleja
Date: Thursday, May 19, 2022 8:57:54 AM

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Dear Palo Alto City Council,

As a Palo Alto resident and Castilleja parent, I see all the effort the school is making to be a good neighbor to the surrounding neighborhood. I realize the construction will probably cause a little trouble while it's happening, but the final result will result in better traffic management and solve the parking issue.

My child went through Ohlone, and that school also had its share of traffic and driving difficulties. I rarely see Castilleja parents breaking rules during drop-off, but at Ohlone, there were constant notices going out to remind parents to not make u-turns or left turns out of the dropoff area. Any homes near a school will be affected by more traffic; those residents should have been made aware when they purchased their property and be tolerant of that fact.

Since traffic will not increase, and there are no negative impacts, it's time to put kids first. The closure of school during the pandemic will have impacts on students for years and years and years to come. This is a critical time to do everything we can to support schools and help them thrive. Please allow Castilleja to try to enroll 540 students to open as much opportunity as possible without increasing traffic.

Thank you,
Sue Yee

4238 Rickeys Way, Unit R Palo Alto, CA 94306

From: [Michael Campbell](#)
To: [Council, City](#); [Shikada, Ed](#); [French, Amy](#); [Lait, Jonathan](#)
Subject: Castilleja Project Proposal
Date: Thursday, May 19, 2022 8:52:45 AM

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Dear Council Members and Staff,

Being a neighbor of Castilleja, having lived in Palo Alto since 1975 and, in fact, having a sister who graduated from Castilleja, I am once again writing to urge you NOT to approve Castilleja's expansion proposal. There are four major reasons for my opposition to this proposal.

- 1) The expansion clearly is detrimental to its neighbors and the character of the neighborhood at large due to its attendant increased activity and the incursion on residential lots.
- 2) Castilleja, unlike almost all other businesses in Palo Alto, does NOT serve all Palo Altans. It serves only the few very wealthy families who are able to procure spots in the school. Most Castilleja students, as I understand it, are not Palo Altans. Castilleja therefore does not deserve special treatment at the expense of its Palo Alto neighbors.
- 3) Castilleja has been a bad citizen in the past, having cheated for years on their enrollment levels at the expense of neighbors who have put up with excess noise and traffic. It should be held to its contractual enrollment levels.
- 4) Castilleja has no inherent right to expand because of its desire that grade school and high school students should be at the same facility. Castilleja is a wealthy institution and could purchase another commercially zoned site for its private grade school and maintain its High School on its current site. Therefore, THERE IS AN OBVIOUS, VIABLE ALTERNATIVE TO EXPANSION ON THE CURRENT SITE.

Castilleja is a great school and I fully support their continuation under their current terms of operation. BUT, it is NOT in the interest of our neighborhood to accommodate the expansion of a private business at the expense of our neighborhood character. I am reminded of similar incursions on our neighborhood made by the old Palo Alto Medical Foundation and I think we can all agree that the solution of PAMF building a new facility was the right one. I believe that solution is also the right one for Castilleja.

Best regards,

Michael Campbell
364 Kingsley Avenue

From: [Mid Fuller](#)
To: [Council, City](#)
Subject: Castilleja School's Conditional Use Permit Application
Date: Thursday, May 19, 2022 8:44:03 AM

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CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear City Council Members,

Thank you for your service to the citizens of Palo Alto, and thank you for taking time to review Castilleja application for a new Conditional Use Permit. I support Castilleja, and I hope that on May 23rd you will vote to:

- Allow the school to updated its buildings—just like other schools in Palo Alto have done
- Permit the school to enroll up to a maximum of 540 girls IF AND ONLY IF traffic remains level
- Honor the compromise Castilleja has already made by cutting events by 30% to arrive at 70 annually

First, the current buildings need to be replaced, and honestly from looking at the plans, the new ones will be a huge improvement, both from a visual standpoint and in relation to sustainability goals. The new campus will be energy efficient, conserve water, and increase trees and greenspace. Say yes to greener buildings.

Second, from your guidance to the PTC in March of 2020, when you asked them to outline the path to 540 students, I know that you believe the school should be given the opportunity to try to reach this mark. If they don't, if car trips increase, then the school will have to stop short of that goal, but since there are enrollment limits linked to keeping cart trips level, there is no justifiable reason not to let them try. Whether they do reach 540 as a final number is entirely contingent upon having NO TRAFFIC IMPACTS. There is no risk for the city or the neighborhood, only for the school.

Third, the notion that the school should cut to only 50 events is, in my mind, an abuse of the Conditional Use Permit as a legal tool. Conditional Use Permits are created to help different institutions enrich neighborhoods. They are not meant to be used to sap the life out of those enriching institutions. I have to point out that Keys, another independent school in Palo Alto, has NO LIMITS on events in their CUP. Crystal Springs, another local independent school, had NO LIMITS to non-fundraising events in their CUP. And Head Royce has OVER 169 EVENTS permitted in its CUP. How can these limits that the PTC

suggested for Castilleja be seen as fair and reasonable?

Thank you for your attention to these points. I look forward to hearing that you have approved Castilleja's proposal with 540 students and at least 70 events.

Thank you,

Mid Fuller
3181 Mackall Way
Palo Alto

From: [Richard Mamelok](#)
To: [Council, City](#)
Subject: Castilleja
Date: Thursday, May 19, 2022 7:56:04 AM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Council,

1. We are opposed to the current proposal by Castilleja for expansion. Our view is that if they want to expand enrollment they should either move entirely or else move either the middle school or high school students to another site, as other schools have done. Their claim that this would not be good for the overall well being and education of their students has been asserted but no evidence to support this claim has been provided.
2. Their claims to the contrary, the school is not a community resource in the usual sense of the term
 - a. The large majority of students do not live in Palo Alto
 - b. Events featuring guest speakers are not open to the public
 - c. They pay no taxes to the city
3. Their behavior is contrary to what a well-meaning, member of the Palo Alto community would be
 - a. Their willful violation of their Use Permit in the past
 - b. Their threat to sue the city if they don't get their way.
 - i. Hopefully the Council will not be intimidated by this threat, as capitulating would encourage other well funded outfits to flaunt and challenge the values of Palo Alto.
4. Because of #3a above, if any increase in enrollment is approved, the approval should be conditional on fulfilling their claims about making no impact on traffic. Any increase should be step wise and reviewed by the City before approving further increments to their desired goal. The reports prepared to date are based on predictive modelling of traffic patterns. Such models are not foolproof and should not be accepted in the absence of evidence which could be provided by monitoring traffic after incremental increases in enrollment.

Sincerely,

Midori Aogaichi and Richard Mamelok
 364 Churchill Avenue
 Palo Alto

From: [Coralie Allen](#)
To: [Council, City](#)
Subject: Castilleja
Date: Thursday, May 19, 2022 6:47:15 AM

Some people who received this message don't often get email from coralie15@sbcglobal.net. [Learn why this is important](#)

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May 17, 2022

Dear City Councilmembers,

As a longtime resident of Palo Alto, I am emailing you to express my support for Castilleja's proposal to update its campus and educate more girls. Since this will be done without any increase to traffic, this should be easy to approve.

I know that there has been a lot of conversation about the school adding to traffic, but now that I understand that the only way the school will be allowed to add more students is by staying below a trip cap, I have ZERO concerns about this project.

In fact, quite the opposite, I am worried that it won't be approved. What would that say about our community? Are we really going to stop a school from educating more girls without adding any traffic? Are we really going to stop a school from building a net-zero sustainable campus? Are we going to keep cars parked on neighborhood streets rather than moving them below ground? Are we going to turn down a variance that asks permission to build a smaller building?

That is not the Palo Alto I know. That is not the Palo Alto any of us want to live in.

We want to be part of a community that embraces education—even for students who don't live in our zip code and do not have access to the resources in the PAUSD. Yes, we want to be part of a change that allows more children to gain access to excellent education.

This plan has no negative impacts on the environment. This plan ensures that traffic does not increase. And this plan improves the city with a beautiful building and underground parking that takes cars off the street.

Please approve this project. It's the right thing to do for Palo Alto.

Coralie Allen

From: [holzemer/hernandez](#)
To: [Council, City](#)
Subject: PASZ Support for Castilleja Neighbors
Date: Wednesday, May 18, 2022 10:48:27 PM
Attachments: [220518 Letter to Council \(3\).docx](#)

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Council Members,

Please see the attachment letter of support for Castilleja's neighborhood residents.

Please support the residents!

Thank you.

Terry Holzemer



Palo Altans for Sensible Zoning

May 18, 2022

Dear City Council members:

Palo Altans for Sensible Zoning (PASZ) supports the neighborhood opposition to Castilleja's expansion plan. The following are some of the points made in opposition to Castilleja's plan by the PNQLnow group on many occasions. They deserve repeating as they are strong arguments against approving Castilleja's proposed plan.

It is unconscionable that residents living in an R-1 neighborhood have to hire lawyers to protect their rights because of Castilleja applying for a variance they don't qualify for, while ignoring Palo Alto Municipal Code and neighbors' needs and interests. Residents expect our city staff to be objective -- something they have NOT been over the long course of this review process. This encourages the applicant to think they can ask for exceptions and threaten lawsuits if they don't get what they want, even though the plans are not compliant with city code.

The requested expansion of a private commuter school, whose students are 75% from out of town, has cost the city of Palo Alto six years in staff time, boards and commissions meetings, and residents' expenditures of time, money and aggravation. Who determined that this project, full of errors and misrepresentations, should move along so far so long that now the applicant's main complaint is that it has "taken too long"?

One classic point, which took up hours of boards and commissions and residents research, was that an underground garage is not a garage but a basement for cars! Finally Deputy City Attorney Yang had to write a letter declaring that the "basement" designation was wrong, staff erred, and Kol Emeth's underground garage (upon which the applicant relies as precedent) was approved in error.

"Leading up to the March 2021 Council hearings, staff suggested an interpretation of the PAMC that would exempt underground parking facilities for nonresidential uses from GFA by treating them as "basements." This approach would have harmonized the code with a prior project approval for the Congregation Kol Emeth. At its March 15, 2021 meeting, the City Council unequivocally rejected staff's interpretation, directing staff to "treat the underground parking facility as an underground garage, not as a basement." Therefore, staff's failure to count the garage for Congregation Kol Emeth towards GFA was in error." PTC March 20, 2022 mtg, packet pages 183-184: <https://www.cityofpaloalto.org/files/assets/public/agendas-minutes-reports/agendas-minutes/planning-and-transportation-commission/2022/ptc-03.30.2022-casti.pdf>

Palo Altans for Sensible Zoning
PO Box 305, Palo Alto, CA 94302
<http://sensiblezoning.org>

VARIANCE:

Castilleja should not be rewarded for historically not reporting square footages of new buildings by letting them replace the non-conforming square footage.

Palo Alto Municipal Code says once non-conforming buildings are demolished, any new buildings have to comply with current code (PAMC18.70.100). Yet, despite this, staff says in its findings "that the test is what is there now vs. what is proposed". That's not code. If that was the case, why would a "variance" be needed? The test is what is proposed vs. what is allowed by code.

New information has been produced, see the Dudek Gross Floor Area study, published Nov 2021, that squares with what neighbors always thought; namely, that the school is overbuilt. Allowed GFA is 81,385SF. Proposed is 128,687. PAMC 18.76.030 shows, therefore, that Castilleja is asking for a variance of an additional 47,300 square feet.

Castilleja does not qualify for the variance they are requesting. They claim a hardship of having a large site, but they caused their site to grow by getting the city to grant them the 200 block of Melville and merging 5 residential lots into the lot to make it bigger. But Code 18.76.030(c)(1)(A) and (B) disqualifies them from using the site size as a hardship.

CONDITIONAL USE PERMIT:

The neighbors opposing the project are nonetheless willing to allow an increase in enrollment from 415 students to a maximum of 450. That allows the school an 8.4% increase, even though the school has not complied with their CUP for 20 years. Keep enrollment at a maximum of 450 until at least a few years after they move into their new campus. If the school is so sure they can add students without impact, let them prove they can handle 450 without impacts before requesting to be able to add more students.

EVENTS:

The events that residents care about most are nights and weekends, but residents have had little input on this point. The residents ask the school to come up with a reasonable commitment to limit those to 20 nighttime and weekend events. Fundraisers and donor appreciation events can be held elsewhere.

UNDERGROUND GARAGE: Losing groundwater and pouring CO2-emitting cement to hide cars is not the "environmentally superior" solution. Neighbors don't complain about surface parking. By re-locating the pool to make a bigger building they are causing a problem they don't currently have. The Fehr & Peers July 2021 report says there are currently 89 surface parking spaces. Both underground garages Schemes D and E result in a **total of 89 parking spaces**, same number that currently exists.

SUSTAINABILITY

The removal of mature trees by Castilleja will be an environmental loss to the community. It is estimated by the Arbor Day Foundation (2019) that every mature tree can absorb 48 lbs of carbon dioxide in a year's time. Additionally, these trees provide valuable shade cover, assist

biodiversity to flourish and provide valuable respite from the air, noise and visual pollution to the Palo Alto community.

The construction and maintenance of an unneeded underground garage, when surface level parking exists, will introduce high levels of greenhouse gases. The queuing of cars to enter and exit the underground garage will undermine air quality in the area. Additionally, the school's projected new underground garage will further elevate local noise levels by the installation of jarring alarms to signal the exit of cars.

Both the relocation and design of Castilleja's new swimming pool will cause high levels of noise pollution on pedestrian walkways and across the street from people's homes.

Summary, for these and other reasons, PASZ supports the PNQLnow group and urges Council to deny the variance and revised CUP modifications that Castilleja is requesting.

Respectfully submitted,

Terry Holzemer

Palo Altans for Sensible Zoning (PASZ)
Terry Holzemer, Steering Committee Chair

From: [Priya Chandrasekar](#)
To: [Council, City](#)
Subject: Castilleja modernization
Date: Wednesday, May 18, 2022 8:44:57 PM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Councilmembers,

Thank you very much for your dedicated public service to the City of Palo Alto. You have done a great job overseeing the harmonious development of our City, and I am grateful.

I am writing in support of Castilleja School. Nearly a year ago, you asked Castilleja to return to the ARB and to the PTC.

Since then, Castilleja has had SEVEN hearings, plus another with the Public Arts Commission.

In the past 12+ months, Castilleja has:

- Reduced the square footage of its buildings to ensure it does not exceed current above ground square footage
- Changed the facade of Kellogg so that it better blends in with the neighborhood
- Reduced rooflines
- Reduced the size of the underground garage to preserve trees
- Reduced the number of events

To me, all of these changes further demonstrate the school's commitment to comply with city code, to respond to feedback, and to improve daily life and aesthetics in the neighborhood. It's so much compromise. In spite of all this compromise, they're still under a massive amount of scrutiny, and being asked to reduce EVEN MORE. There's no evidence to support those further reductions. Disgruntled neighbors who refuse to compromise also refuse to face the facts that have been proven in the EIR. Isn't that document the culmination of a years-long analytical study by an independent third party? Really, enough is enough. The data supports the school's incremental growth in student body and the appropriate amount of events and parking associated with that gradual enrollment. The plan is sustainable. What's not sustainable is a population that is stuck living in Palo Alto of the past. We're in 2022, and that means that life is undoubtedly different than it was 20, 40, even 60 years ago!

I'm disappointed to see the school struggle so much to gain permission to update its classrooms that were built as dormitories 60 years ago. I'm disappointed that we're still fighting for more women to be educated in a time when essential women's health rights are at risk of being legally revoked. I'm more than disappointed. I'm incredulous that we're having this debate in Palo Alto, and that it's taken six years to approve Castilleja's project.

The school has spent years adjusting their plans according to feedback, and that must be recognized - and it's time for our city and the school to move on. Please vote to approve their plans.

Thank you again,
Priya Chandrasekar
649 Seneca Street

From: [Caryn Huberman](#)
To: [Council, City](#)
Subject: Just Say NO to Castilleja expansion! Please listen to residents
Date: Wednesday, May 18, 2022 8:17:34 PM

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To Members of Palo Alto City Council:

As a fifty-year resident of Palo Alto, as someone who cares deeply about this city and her residents, all her residents, I urge you to emphatically **DENY APPROVAL OF CASTILLEJA'S EXPANSION PLAN.**

Here's why, if you, too, care about Palo Alto residents, as I'm sure you do, you should firmly and unanimously say **NO** to Castilleja's expansion:

1. There is absolutely NO community benefit for Palo Alto in this plan. ZERO. As you well know, 75% of the school's students come from other communities, not from Palo Alto. The school pays no taxes. ZERO. They have been in ZERO compliance for 20 years with the enrollment guidelines set by the City of Palo Alto.
Is this a good neighbor? Is this a trustworthy entity? Is this a plan that took into serious, honest consideration the issues raised about expansion in the R-1 neighborhood in which they exist? Or, is this a wealthy entity pushing their agenda despite serious concerns from actual residents of the city in which they are located?
2. Castilleja wants a 30% increase in enrollment following its 20 years of bad, illegal and law-flaunting behavior. Twenty years of illegal over-enrollment. If you had a "friend" or acquaintance or, heaven forbid, a mate who cheated for 20 years and then asked for a green light for a third more cheat time, what would you say? Certainly not "fine, go ahead". Mocking City rules and regulations, over so many years, should NOT result in approval for increased enrollment.

And what does such behavior teach the young girls to whom this school is supposedly giving such a superior education? Think about that for a moment.

3. The Underground Garage: drains more precious ground water in a time of severe drought; brings more pollution, more destruction of heritage trees, more traffic--300+ additional car trips into this R-1 neighborhood. Not to mention the traffic and noise from 74 special events per school years (way more than typical of other schools in R-1

neighborhoods).

For a moment, imagine living in a house near Castilleja. Perhaps a house where you are raising your children or caring for an elderly parent or living with a partner. Then imagine, for just a moment, 5 years of noise, pollution, environmental destruction and commercial construction. Imagine constant traffic during the middle of the week and 74 evening or other off-hour events. Imagine significant impact from hundreds of additional cars on Embarcadero, Bryant Bike Blvd. Alma and all your neighborhood streets.

Are you still enjoying your home? Your sleep? Your garden? Your life?

It's about time to *finally* listen to the citizens of this town. **VOTE: NO EXPANSION!**

Respectfully submitted,

Caryn Huberman Yacowitz
567 Lincoln Avenue
Palo Alto, CA 94301
650-326-0600

From: [Raheleh Mansoor](#)
To: [Council, City](#)
Subject: Fwd: Castilleja
Date: Wednesday, May 18, 2022 8:07:27 PM

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Hello! Our family supports the Castilleja project. The #2 ranked girls school in the country deserves a campus that is modern and state of the art.

<https://www.niche.com/k12/castilleja-school-palo-alto-ca/>

Thank you!

440 Cesano Court #307
Palo Alto, CA

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Raheleh (Rah) Mansoor

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Raheleh (Rah) Mansoor

From: [Mary Sylvester](#)
To: [Burt, Patrick](#)
Cc: [Kou, Lydia](#); Allison.Cormack@cityofpaloalto.org; [Stone, Greer](#); [DuBois, Tom](#); [Filseth, Eric \(Internal\)](#); [Tanaka, Greg](#); [Council, City](#); [Shikada, Ed](#); [Lait, Jonathan](#); [French, Amy](#); [City Attorney](#)
Subject: Castilleja Expansion Project: Groundwater
Date: Wednesday, May 18, 2022 5:33:18 PM
Attachments: [Castilleja PTC Letter 220119-2 \(1\).rtf](#)

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[Learn why this is important](#)

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May 18, 2022

Re: Impact on Groundwater of Castilleja Expansion Project

Dear Mr. Mayor, Vice Mayor Kou and City Council Members,

Castilleja's expansion project, which comes before you on Monday, May 23rd for final deliberations, poses a significant threat to Palo Alto's groundwater at the site of the school's proposed new swimming pool .

On June 30th, 2016, Castilleja filed its expansion plan for its existing site located at 1310 Bryant St. in Palo Alto, surrounded on 3 sides by a residential neighborhood. The school is seeking to demolish most of their existing buildings and replace them with a Costco-sized building that that is 47,300 square feet over what existing codes allow, along with an underground garage, which is not normally allowed in residential neighborhoods.

Neither the City's Environmental Impact Reports (2019/20) nor Castilleja's geotechnical study examined the impact of the new pool site on groundwater. To date, despite concerns raised by neighbors and Save Palo Alto's Groundwater about the environmental implications of moving the pool to an environmentally unstudied site and lowering it by 15 feet below ground level, neither Castilleja nor the City's Planning staff have been willing to conduct the needed analysis.

Keith Bennett of Save Palo Alto's Groundwater in December, 2021 and January, 2022 (attached) submitted his analyses of the groundwater implications of the Castilleja project to Palo Alto's Planning Commission. The proposed new pool is to be lowered 15 feet below ground level. When the depth of the pool and necessary excavation is added, the total depth of the pool would be more than 26 feet and well into the groundwater table. To avoid reaching groundwater, the pool excavation can be no more than 15 ft.

As a condition of approval for the new pool, Keith Bennett recommends that "Unless a proper cutoff wall or sheet piling are required and properly used to minimize groundwater flows as a condition of approval, pumping and dumping of a very large

amount of groundwater and associated subsidence extending well beyond the subject property should be expected.” (Report to Palo Alto Planning and Transportation Commission, January 19, 2022). Castilleja had a similar problem when they built their new gymnasium in 2006 and hit groundwater, resulting in months of groundwater flowing down neighborhood streets and being unnecessarily wasted.

In addition, huge amounts of concrete will be needed to counteract buoyancy from the pool, adding to the environmental destruction. Keith Bennett estimates that “Approximately 1,520 tons of concrete, resulting in nearly 550,000 pounds of CO2 emissions from the manufacture of the concrete will be needed to counteract buoyancy.” (Report to Planning and Transportation Commission, January 19, 2022).

Lastly, the pool will be within 50 feet of neighboring homes. Castilleja chose to squeeze the pool into a small, untenable space, in order to keep the massive buildings intact on the main campus.

I ask that City Council not approve relocating the pool to an environmentally fragile site. However, if you do approve the relocation of the pool, it be built at ground level and relocated to where the environment will not be harmed, and neighborhood noise levels will remain within City codes.

Thank you for consideration of my concerns as well as my request.

Sincerely,
Mary Sylvester
immediate neighbor of Castilleja School

To: Members of the Planning and Transportation Commission

From: Keith Bennett, Ph.D. Save Palo Alto's Groundwater

January 19, 2022

Re: Agenda Item 3, **Castilleja School CUP/Variance and Amend PAMC Chapter 18.04 GFA**

Definition.^[1] Planning and Transportation Committee meeting, January 19, 2022

Summary

Save Palo Alto's Groundwater recommends the project to be modified so as to leave the pool at or slightly below ground level and to reduce the size of the garage. We have no objections to the changes proposed to the above ground buildings.

1. 1. Construction of the underground pool (in place of the current pool at ground level)
 - a. a. Is not addressed at all in either the geotechnical study or the DEIR.
 - b. b. Requiring the bottom of the pool excavation to extend no more than 15 feet below ground surface would substantially avoid the impacts below including groundwater interactions.
 - i. i. Unless a proper cutoff wall or sheet piling are required and properly used to minimize groundwater flows as a condition of approval, pumping and dumping of a very large amount of groundwater and associated subsidence extending well beyond the subject property should be expected.
 - ii. ii. Approximately 1,520 tons of concrete, resulting in nearly 550,000 pounds of CO₂ emissions from the manufacture of the concrete will be needed to counteract buoyancy.
- iii. 2. Impacts of the large underground garage:
 - c. a. The entire surface area is impervious to water, increasing load to the storm drains.
 - d. b. The entire volume of soil removed is no longer available to store / buffer stormwater
 - e. c. Approximately 2,000 tons of concrete, resulting in 720,000 pounds of CO₂ emissions, will be used for the parking floor, ceiling and sides of the garage.
- f. 3. Palo Alto S/CAP has clearly stated a goal of reducing GHG dramatically by 2030. The total of 1,270,000 pounds of CO₂ emitted in the manufacture of the concrete for the underground construction is significant. It is equivalent to over 3,000 years of emissions from the CO₂ emitted by our family's use of natural gas to heat all of our hot water. Alternatively, it is equivalent to the CO₂ emitted by driving a Prius getting 60 miles per gallon 10,000 miles per year for 410 years (4,100,000 miles).
- g. 4. Members of the PTC are reminded the current Palo Alto Dewatering Ordinance does not

place any restrictions on the amount or rate of groundwater pumped and discarded, nor does it require the use of cutoff walls, even for large-scale projects, such as this.

- h. 5. The current DEIR does not reflect the actual project modified so as the pool is underground, which requires deeper excavation to a level which will almost certainly require dewatering. The DEIR should be revised to be consistent with the actual project currently proposed.
- i. 6. Keeping the pool at ground level substantially reduces the impacts from groundwater and CO₂.
- j. 7. We request the applicant seriously consider design alternatives to a) place the pool at grade, not underground and b) reduce or eliminate underground parking.

The following are substantially similar to oral comments from Mary Sylvester presented at the PTC Meeting on December 8, 2021.

Castilleja Planning and Transportation Comments December 8, 2021

Our concerns are primarily with the impacts of underground construction particularly on our community groundwater, which is becoming increasingly valuable as a result of climate change and population growth. Underground construction has impacts during and after construction. These impacts should be avoided and minimized through design and construction processes.

First, decisions on any underground construction need to be made based upon relevant and up-to-date geotechnical studies. The environmental impact reports must be specific for the actual project design and include accurate and current ground conditions. The geotechnical study for the DEIR for this project was prepared in 2017; the geotechnical studies have a clearly stated expiration date of 1/2020. Importantly, neither the geotechnical study nor the DEIR consider the excavation proposed for the swimming pool. Rather they only contemplate a single-level underground for the garage. This is a very material difference.

The pool deck is 15 feet below ground surface and excavation for the pool will extend to approximately 26 feet below ground surface allowing for the 7.5 foot depth of the pool below the deck, 1.5 feet for pipes and pumps below the pool plus an approximately 2 foot thick slab of concrete to reduce buoyancy when the pool isn't filled. The water table at this location is about 25 feet below ground surface in autumn, rising to about 18 feet below ground surface during winter storms. We must assume groundwater will be encountered during construction, as it was in 2006 for construction of the gym. Palo Alto building code requires contractors to dewater to at least 2 feet below the deepest excavation, and contractors invariably dewater further. Therefore, we can assume groundwater will be lowered by at least 5 feet to 30 feet or more below ground surface. Applicants often cite compliance with Palo Alto's Dewatering Ordinance as providing necessary protections from impacts. However Palo Alto's dewatering ordinance does not impose any, I repeat any restrictions on the rate or total amount of groundwater pumped. Contrary to the perception of many, unless specifically required as a condition of approval, the ordinance does not require use of cutoff walls to limit groundwater waste.

The extent and impacts of dewatering are significant. Based upon measurements in Old Palo Alto with

similar soils, groundwater will likely be lowered by 5 feet or more for many months, likely over an area extending 500 feet from the construction site, and 2 feet or more over a circle of ½ to 1 mile in diameter, and tens of millions of gallons of a valuable resource will be discarded. Castilleja is on the border of area of the high recharge zone for deeper aquifer levels that Palo Alto uses for our emergency potable water supply, so pumping groundwater here reduces aquifer recharge.

It is well-known that lowering the groundwater table results in permanent subsidence. For the alluvial fan soils typical of Old Palo Alto, typical subsidence is about 1% of the amount of groundwater lowered, which corresponds to ½" or more for this project. I have clearly observed and documented such subsidence from residential dewatering at my house from basement construction 100's of feet away, as well as associated permanent damages. Furthermore, groundwater is a source of soil moisture especially for trees, as soils above the water table are moistened by water wicked-up through the soil, and mature tree roots grow down into the moist soil zones.

Palo Alto S/CAP has clearly stated a goal of reducing GHG dramatically by 2030. An often overlooked environmental impact of underground construction in high groundwater areas is the greenhouse gas emissions from the concrete used. To prevent the structure from floating up, like a boat, due to pressure from the water, Palo Alto's building code requires the building to be heavier than the water displaced at the highest anticipated groundwater level. Appendix A provides a summary of the calculations used to estimate CO₂ emissions from this project. For a pool of the size indicated, approximately 1,456 tons of concrete will be needed just to counteract buoyancy. Although accurate geotechnical estimates are needed for design, based upon measurements taken during storms and geotechnical reports for other properties, we estimate the design will require prevention of buoyancy for groundwater rising at least 9 feet above the bottom of the excavation (to 17 feet below ground surface). To be conservative in our estimates of the pool impacts, in this calculation, we have assumed the project can be designed so that the concrete (400 tons) used for the pool deck are reduced from the added weight required to counteract buoyancy, leaving a net additional weight of provide some of the weight required, and are not separately computing CO₂ emissions from the concrete from the pool deck. Additionally, about 2,175 tons (1,075 cubic yards) of concrete is required for the floor, roof and walls of the garage, for a total of 3,631 tons. The manufacture of concrete releases roughly 360 pounds of CO₂ per ton of concrete. The CO₂ emissions for this underground construction are therefore approximately 1,307,000 pounds. Let's put some perspective on this number. Palo Alto is strongly encouraging residents to replace their gas-burning ranges and hot water heaters with electric. Our family uses 36 therms per year of natural gas for hot water. Burning 1 therm of natural gas results in the emission of about 11.66 pounds of CO₂, so our annual consumption of natural gas for hot water emits is about 420 pounds of CO₂. The CO₂ emitted for this proposed underground construction of the pool is equivalent to the amount we emit due to cooking and hot water heating in 3,112 years. Retrofitting 311 residences with all electric water heaters would offset these emissions over 10+ years. Assuming a cost of \$10,000 per retrofit, the cost would be \$3.11 million. Or, for another way to look at it, I could drive a Prius getting 60 miles / gallon for 10,000 miles a year for 400 years. Or, 100 commuters to Castilleja could drive 50 miles round trip for 200 days / year for 4 years. This is a lot of CO₂ to relocate an existing ground-level pool and build underground parking. Low-carbon concrete modestly reduces, but does not eliminate GHG emissions from concrete.

This large underground construction increases the load on our stormwater management system. Approximately 80% of stormwater is absorbed by soil, then flows over time to the Bay. This buffering

system both filters the runoff and reduces load on our stormdrain system, and is a motivation for Valley Water and the City of Palo Alto to encourage and require rain gardens, permeable pavement and other features for capture stormwater. The proposed playing field is entirely impervious, and moreover, the soil for absorbing groundwater permanently removed.

Underground construction is very expensive – in fact, in presenting their proposals for new high-density housing, Stanford explicitly stated they intend to use above ground parking and increase building heights due to costs; and buoyancy is not a concern for their projects.

In summary, construction of the pool underground has many impacts on groundwater and greenhouse gas emissions. The underground garage excavation is not as deep and likely will not directly impact groundwater during construction, however the loss of soil for absorbing stormwater and greenhouse gas emissions are significant. At a minimum, an updated and comprehensive DEIR is needed, but more importantly we suggest the applicant seriously consider design alternatives, including ways the need for parking could be ameliorated through quality transportation demand management.

Appendix A Calculations of CO₂ emissions from concrete and equivalencies

Estimated concrete required for placing the swimming pool underground

Pool dimensions: 60' x 77' x 7' Pool excavation: (allowing for side walls, drainage, slab for mass, etc.):
64' x 81' x 11' = 57,024 ft³

Depth of pool excavation: 15' (height of top deck of pool) + 11' (7' pool + 4' for underpool drainage and slab) = 26'.

Typical “summer” groundwater level: 25 feet below ground surface (bgs) Design groundwater level (maximum expected during the project lifetime): 17 feet bgs Design groundwater rise above bottom of excavation: $26' - 17' = 9'$ [1] Estimated minimum weight of concrete and steel used for construction of the pool, pool deck and underground walls to counteract buoyancy: $81' \times 64' \times 9' \times 62.4 \text{ lbs/ft}^3 = 2,911,000 \text{ lbs. (1.456 tons)}$

CO₂ emissions from the manufacture of concrete: 180 kg/metric ton = 18% of concrete weight (embedded CO₂ emissions from steel are higher on a weight basis) **Estimated CO₂ emissions from pool: 2,911,000 x 18% = 523,980 lbs.**

Estimated CO₂ emissions from concrete used in the underground parking

- a. (A) Area of garage: 20,000 ft² (estimated)
- b. (B) Thickness of concrete: 6" for top + 6" for floor = 1 foot.
- c. (C) Volume of concrete for floor and ceiling: A x B = 20,000 ft³
- d. (D) Perimeter of garage: 600 ft.
- e. (E) Depth of garage (bottom of concrete): 15+ feet
- f. (F) Estimated thickness of concrete used for sides (including allocation for internal supports): 1 foot
- g. (G) Total volume of concrete (sides and supports): D x E x F = 9,000 ft³
- h. (H) Total volume of concrete for garage: C + G = 29,000 ft³
- i. (I) Weight of concrete: 150 lbs/ft³
- j. (J) Total weight of concrete: H x I = 4,350,000 lbs (2,175 tons)
- k. (K) **Estimated CO₂ emissions from concrete used for underground garage: 4,350,000 x 18% = 783,000 lbs.**

Total CO₂ emissions: 523,980 + 783,000 = 1,306,980 lbs.

Equivalency calculations

- a. (A) CO_2 emitted from burning natural gas: 11.66 lbs / therm
- b. (B) Amount of natural gas used by us for water heating (tankless) and gas range: 36 therms / year
- c. (C) CO_2 emitted by us for hot water: $A \times B = 420$ lbs.
- d. (D) CO_2 emitted burning gasoline: 19.6 lbs / gallon
- e. (E) Gasoline required to drive 10,000 miles @ 60 miles / gallon: $10,000 / 60 = 167$ gallons
- f. (F) CO_2 emitted driving 10,000 miles: $D \times E = 3,270$ lbs.

From: elenac1128@yahoo.com
To: [Council, City](#)
Subject: Castilleja redevelopment and expansion
Date: Wednesday, May 18, 2022 4:15:15 PM

Some people who received this message don't often get email from elenac1128@yahoo.com. [Learn why this is important](#)

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Dear all,

I am not able to join your May 23. I would like to express my opinion here:

First of all, I would like to see this Castilleja(Casti) expansion discussion coming to the end soon, hopefully this summer. I rather see our City staff members focus in the issues that **benefit our city especially in homelessness, mental health and neighborhood safety. And using our taxpayer money wisely.**

My family live two blocks from Casti on 1570 Bryant St. Please kindly remember we and most neighbors choose to live in a nice and quiet residential area. We do not agree the redevelopment/expansion of Casti. In addition, given the interaction of Churchill and Alma most likely would be closed permanently, we think the redevelopment/expansion of Casti would have a **MAJOR impact** in our neighborhood. **Embarcadero Street had already overloaded with the traffic from Stanford university, Stanford hospital, PAMF, Paly and Casti during rush hours on normal times.** I would suggest you to drive around Embarcadero and Bryant St during the pick up and drop off times at Casti's school hours, and getting the first-hand experience of traffic jam.

Also, Embarcadero and El Camino Real streets are the "spine" for commuting in this part of Palo Alto. I couldn't imagine Casti adding the constructions and more traffic due to the increase enrollments and putting more school events which made the traffic unbearable to the neighbors. More than 75% of Casti students do not live in Palo Alto, they commute by cars. This expansion provides not enough benefits to our Palo Alto students. Plus Casti can afford moving to a massive location anywhere in Bay Area or even Palo Alto. Why keep fighting with the neighbors and wasting our City's resources!! In addition, just if there's any catastrophes happened(anything could happen after the pandemic experience), everyone would be gridlocked and got stuck on these main streets and hopelessly going nowhere. Our family definitely do not want to see a big construction and big development happened in our neighborhood and impact so many neighbors' lives. Please listen to the neighbors and no redevelopment and expansion as **this is a residential neighborhood.** Thank you

Sincerely,
Elena Chiu
1570 Bryant St, Palo Alto

From: [Pete and Laura Zappas](#)
To: [Council, City](#)
Subject: In Favor of Castilleja's CUP
Date: Wednesday, May 18, 2022 3:04:56 PM

Some people who received this message don't often get email from lpzappas@gmail.com. [Learn why this is important](#)

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Dear City Council Members,

I live next to Castilleja, and I am writing in support of the school's proposed CUP. Being surrounded by the energy and joy that only a school can bring is one of the many reasons I chose to move to Palo Alto.

After the notable absence of school activity during the height of the pandemic, I cannot fathom that becoming a permanent condition. I understand that City Staff has already recommended that Castilleja reduce the number of events it holds by 30% to 70. I also learned that the PTC is suggesting an even further reduction so that Castilleja can only have 50 events per school year.

Under the definition of an event—swim meets, water polo games, school plays, other student activities, parent-teacher conferences—all of these things I listed would be allowed in a limited way. How is this even reasonable? These are all NORMAL elements of school life, of a child's life. Under the definition of an event, if there are more than 50 people at a swim meet, suddenly Castilleja would have to count it as an event. Those 50 people include the visiting team and spectator parents, cheering on their kids.

No other school in the area is held to this standard! Most other schools' CUPs clarify how events of certain sizes dictate the management of parking and traffic flow. Their CUPs do not restrict how many kinds of events are allowed. I am incredulous that some neighbors are attempting to influence how a school is run by suggesting certain events are ok to have, and others are not. It is completely unreasonable that they know what is best for students. They are not experts in education.

Please find a reasonable way forward so that students don't suffer by means of cutting access to athletic competitions, arts performances, and other activities that are necessary to teenagers' wellbeing.

Thank you,
Laura Zappas
Emerson Street

From: [Nanci Kauffman](#)
To: [Council, City](#)
Cc: [Pat Burt](#); [Burt, Patrick](#); [Cormack, Alison](#); [Tom DuBois](#); [Filseth, Eric \(Internal\)](#); [Stone, Greer](#); [Kou, Lydia](#); [Greg Tanaka](#); [Tanaka, Greg](#); [Kathy Layendecker](#); [Anna De La Fuente](#)
Subject: A message from Castilleja Head of School
Date: Wednesday, May 18, 2022 2:23:29 PM

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Dear Mayor Burt, Vice Mayor Kou, and Council Members:

As we look ahead to our hearing before the City Council on Monday, May 23, I would like to offer that you each are welcome to schedule a visit to Castilleja on Friday, May 20. We can have students on hand to help you tour the campus, and we can be available to answer your questions about our application. To schedule an appointment, please contact [Anna de la Fuente](#).

Whether or not you can make the trip to campus, we hope you are able to carve out a few minutes to view our [3-minute video](#) and/or our [30-second video](#).

Regards,
 Nanci Kauffman
 Kathy Layendecker

--

Nanci Kauffman

Head of School

Castilleja School
[1310 Bryant Street](#)
[Palo Alto, CA 94301](#)

P (650) 470-7718
E nkauffman@castilleja.org
www.castilleja.org

Follow us on [Instagram](#) | [Facebook](#) | [Twitter](#) | [LinkedIn](#)

Women Learning. Women Leading.

For an appointment, contact: adelafuente@castilleja.org or (650) 470-7702

From: [Mary Chacon](#)
To: [Council, City](#)
Cc: ["mary@mac-archcon.com"](mailto:mary@mac-archcon.com)
Subject: NO COMMUNITY BENEFIT TO CASTILLEJA'S EXPANSION PLAN FOR PALO ALTO!
Date: Wednesday, May 18, 2022 1:45:15 PM

Some people who received this message don't often get email from mary.chacon@varian.com.

[Learn why this is important](#)

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Dear City Council,

I am a neighbor of Castilleja, I'm at 1148 High Street. I'm concerned about the amount of traffic, resources and environmental impact put on Palo Alto if they are allowed expand. Below are my concerns and recommendations:

1. What benefit do Palo Alto gain from this expansion? NOTHING as only ¼ of their students are from Palo Alto. They pay no taxes but use lots of resources.
2. Castilleja has NOT followed the city guidelines and continues to ignore , as the city had not held them responsible.
3. Please deny Castilleja the ability to build a underground garage, this does NOT coincide with the City's sustainability goals. Why do they need a garage when they are to be using public transportation?
4. The idea of moving a pool, is so incredibly wasteful and pot'l damaging to trees and ground water.

I endorse:

*The Planning Commission's recommendation of 450 students **until they have proven they can operate limited to 1197 car trips.**

*Submit a plan that meets the City's Municipal and Zoning Codes as well as Sustainability Goals.

*Modernize, rebuild and upgrade the school's facility. And for sustainability purposes: leave the current swimming pool where it is to safeguard groundwater and preserve all existing parking spaces on campus, which eliminates the need for an underground garage and results in significant CO2 savings!

*Eliminate the underground garage & rely on shuttling/public transportation to reduce traffic in the community as well as carbon emissions

Mary Chacon
1148 High Street
Palo Alto, CA 94301
(650)862-9972

From: [marni barnes](#)
To: [Council, City](#); [Human Relations Commission](#); [Planning Commission](#); [Angie, Palo Alto Renters Association](#)
Subject: NEVER TO Castilleja's Expansion plans
Date: Wednesday, May 18, 2022 10:36:58 AM

Some people who received this message don't often get email from purplebeachcow@gmail.com.
[Learn why this is important](#)

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I am OPPOSED TO ANY EXPANSION of this school.
Castilleja's actions have proven them to be self interested liars and lawbreakers.

We grew up in Palo Alto, went through the PAUSD system and never did our paths cross with anyone from Castilleja.
They have not contributed to the city or the citizens of Palo Alto what so ever.

It is time for this city to stand for social justice, and not pander to elites.

SAY NO TO ANY EXPANSION!

Sincerely,
Marni and Cecil Barnes

From: [Annette Ross](#)
To: [Council, City](#)
Subject: Castilleja
Date: Wednesday, May 18, 2022 10:33:06 AM

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Castilleja challenges much of what Palo Alto supposedly values including its Comp Plan and the implementation of long thought-out and reasoned land use standards. I think the PTC got it right; a scaled-back expansion plan will not curtail Castilleja's ability to continue to do a superb job educating young women.

If Council approves the school's proposal, the message to future well-funded applicants is clear: hire a lawyer and a PR firm, submit over-reaching plans, hurl accusations at those who object to the over-reaching aspects of those plans, make calculation errors because they might be ignored, don't concern yourself with whatever conditions are attached to approval because the likelihood of enforcement is slim, neighborhoods are fungible, and the City isn't serious about its S-CAP goals. And if you tire of the process, threaten to sue.

Annette Ross
Palo Alto

From: [Meimei Pan](#)
To: [Council City](#)
Subject: Being a Responsible Neighbor
Date: Wednesday, May 18, 2022 10:30:39 AM

Some people who received this message don't often get email from meimeipan@gmail.com. [Learn why this is important](#)

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Dear City Council,

It is disturbing as a neighbor and former Castilleja parents and active volunteers (for cumulative 9 years, two daughters) to see this badly planned project that directly affects our local lives move forward. Our daughters loved the small school feel with intimate interactions with other students and teachers, but even back in the late 1990's and early 2000's, traffic and safety to student pedestrians was already an issue. Mentoring has always been an argument for keeping all class levels together, but in our time at least, it was more lip service than a reality. Neither of our girls experienced mentoring from an older classmate. It could be encouraged at the current enrollment level on one campus, but a split campus seems like a more reasonable alternative as is done by other schools.

We still cannot understand the proposed 30% increase to 540 students on a 6 acre campus that barely supports the current population. Please consider PTC's recommendation of starting at 450 students. The traffic patterns on Bryant, Emerson and Embarcadero cannot possibly support built-up traffic from an underground garage with even more parking and cars. We have witnessed so many accidents at these intersections, and the wait time for turning from Emerson with fast oncoming traffic from Town & Country, as well as back ups on Embarcadero because of Town & Country, make it quite untenable for Embarcadero to continue as a major artery in the city.

We really are appalled that the original agreement to enrollment limits have been so cavalierly and illegally ignored, and we urge you to preserve the scale of our neighborhood (especially as most Casti students are from outside Palo Alto), as well as the preservation of trees. Girls' education is important to support but its quality depends not on size and increased budget, but on scale, intimacy, smaller teacher/student ratios, and a supportive environment which we think will be compromised with this expansion.

Please do not support the current plan even with revisions. There is plenty of above ground parking to support the campus and absolutely no need for an underground garage. The city needs to put its foot down, as it has not done in the past. And look where it has gotten us. If we give way to the school, our peaceful neighborhood will be clogged with congestion during construction and in the future. We understand the push for expansion and growth in Palo Alto, especially in the housing area, and this is not a case of NIMBY, but these were the agreements made by the school with the city for a reason, given its location inside a residential neighborhood.

Thank you,
Raehua Pan and Lynn Jacobson
334 Whitman Ct.
Palo Alto, CA 94301

From: [Bruce Xuefeng Ling Ph.D.](#)
To: [Council, City](#)
Cc: [Kimberley Wong](#)
Subject: ACTION NEEDED: Castilleja Project Goes to City Council May 23 for Final Review
Date: Wednesday, May 18, 2022 9:12:33 AM

Some people who received this message don't often get email from bxling@stanford.edu. [Learn why this is important](#)

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Dear City Council,

As a resident next to the Castilleja campus, I am aware about the Castilleja project coming to city council next Monday, May 23.

I am joining those who are pushing against this project as a neighbor.

Would you be able to listen to the reasonable request of the PTC recommendation of 450 students?

I understand that a lot of pro-Casti supporters are flooding emails the city council members. However, as one of the quiet neighbors who are against this, we need your help against this project before they get away with severe impacts to the neighborhood, threatening the Bike Boulevard, and bringing in more traffic, and allowing for more events which drive cars into the already congested area.

Thanks so much!

The Ling family on Waverley St

From: [marcela millan](#)
To: [Council, City](#)
Subject: Castilleja Support
Date: Wednesday, May 18, 2022 7:46:05 AM

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Dear City Council,

Castilleja's Traffic Demand Management program (TDM) will be vital to their mitigating traffic once their enrollment INCREMENTALLY grows. The school already has a successful, and ever expanding TDM program.

1. As has been well documented, the school has been very successful executing TDM results to date, reducing traffic by ~ 30% in the neighborhood.
2. It can not be said enough times: the school will not be able to increase their enrollment if traffic increases. It seems that this requirement is not discussed enough. Opponents who worry about growth or "expansion" must remember that the school *will not be able to grow unless they manage the car trips*. There are so many measures built into the plan to ensure compliance. Why does this fact continuously get buried? I will say it again: **the school cannot increase enrollment if traffic increases**. Car trips must be measured several times a year, as they already are, to enable this privilege.
3. To illustrate the school's agility and investment in TDM, they added new bus routes to school during the pandemic since families were uncomfortable putting students on trains. The goal of all of these shared rides is the same: keep cars and traffic from the neighborhood. Neighbors have asked "why can't Castilleja add more shuttles?" The answer is that Castilleja indeed can, and it will, if granted the opportunity to add more students. But when the neighbors get the answer they want, they still aren't happy. Why? Sure sounds like entitlement to me.

Companies and other organizations in Palo Alto should all be instituting TDM measures, and Castilleja is proving to be a strong test case for successful mitigation. Going forward, it sounds like Castilleja will further expand their rideshare options, and I hope other businesses do the same.

I appreciate your service, thank you.

Marcela Millan
1094 Forest Avenue

From: [Linda MacKenzie](#)
To: [Council, City](#)
Subject: Approve Castilleja Project!
Date: Tuesday, May 17, 2022 10:59:25 PM

Some people who received this message don't often get email from lindajmackenzie@gmail.com.
[Learn why this is important](#)

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Dear City Council members,

I have lived in Palo Alto for over 25 years. I've always been proud that our community has been home to Castilleja School--a progressive, top-tier secondary school advancing the education of young women. I am emailing in support of Castilleja School and its plans to create a sustainable and much improved campus. It's time for the City Council to recognize that the majority of Palo Alto residents support Castilleja's plans and are exhausted by the unreasonable haggling of a small minority of residents over project details which have delayed final approval.

Castilleja's proposal for an underground garage is reasonable and fair. It will get more cars off the surrounding streets, continue to protect our community trees, and lower the environmental impacts of on-street parking. Castilleja's proposal caps the number of car trips allowed. The garage will not increase neighborhood traffic. Why is it that garage square footage was not counted within the overall square footage at Kol Emeth when the city approved its improvement project? Why is it that Castilleja's plan is being considered using a different set of standards?

The school has been more than considerate and flexible in its negotiations with the city, while at the same time facing shifting demands from a small group of neighbors who will never be satisfied. It's time for the City Council to grant this variance and approve this project. The school is applying to build even **less** square footage than it currently holds.

Please vote to approve the variance that will allow Castilleja to improve its campus. I want Castilleja in our community. I want a school that can continue to offer a quality education to young women on a state-of-the-art campus. Castilleja offers a plan that will help our entire community realize its own sustainability goals.

Sincerely,

Linda J. MacKenzie
708 Ames Ave
Palo Alto, CA

From: [Steve Shevick](#)
To: [Council, City](#)
Subject: Approve Castilleja's Project
Date: Tuesday, May 17, 2022 10:42:51 PM

Some people who received this message don't often get email from sshevick@gmail.com. [Learn why this is important](#)

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Dear City Council -

I am writing to urge you to approve the modernization plan submitted by Castillejo School.

Castilleja has a long history in Palo Alto and has been an asset to the community.

Castilleja has proposed a reasonable plan that will permit a modest increase in enrollment, modernization of the campus, and limited expansion of on-site events. The plan will advance Palo Alto's sustainability goals. Most importantly, the school has bent over backwards to accommodate the city's and the neighborhood's concerns about traffic.

This process has gone on way too long. The entire city benefits by having Castilleja call Palo Alto home, and will benefit by helping it stay in the forefront of women's education. The legitimate concerns of the neighborhood have been met; we can let them hold the project hostage any longer. Please approve now..

Steven Shevick
708 Ames Avenue

From: [deborah trilling](#)
To: [Council, City](#)
Subject: letter re: Castilleja
Date: Tuesday, May 17, 2022 10:41:19 PM

Some people who received this message don't often get email from dtrilling3@gmail.com. [Learn why this is important](#)

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Dear City Council Members,

After 6 years of attention to the Castilleja proposal, I appreciate your attending to one further consideration on the topic. I recently learned that at the April PTC hearing on Castilleja's proposal, the commission discussed how to define school events, and how many should be allowed each year. According to the PTC, Castilleja would be allowed a maximum of 50-70 events (defined as more than 50 attendees) and 5 major events such as graduation. Castilleja has cut proposed events over 30% to reach a compromise of 50-70 events all of which are essential to our school: parent/teacher conferences, theatre performances, students activities, swim meets and other athletic events. Most other local schools operating under a Conditional Use Permit have no limits. Please do not cut events further, as the 30%+ reduction is already a compromise; to limit events would be unfair to the Castilleja student body and community.

Thank you for your consideration of this matter.

Sincerely,
Deborah Trilling

From: [John Guislin](#)
To: [Council, City](#)
Subject: Deny Castilleja's demand for special treatment
Date: Tuesday, May 17, 2022 4:27:15 PM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

City Council Members:

It is imperative that you deny Castilleja's request for special treatment to enable the school to expand well beyond zoning rules for its current location in a residential neighborhood. Castilleja's leadership has long ignored regulations and rules from the City of Palo Alto with little pushback. This must end.

The school continues to make false and misleading statements about their plans and tries to portray residents as foes of girls' education; shameful actions for an institution engaged in educating our youth. Residents are merely asking that the school follow the same city-mandated zoning regulations that all others are subject to.

Allowing Castilleja to dictate its own building code sets a terrible example for the city and establishes a precedent for other landowners to seek similar privileged treatment. Please tell the Castilleja to come back again with an application that fully complies with all city codes or look elsewhere for a larger campus.

Sincerely,

John Guislin

From: [Hank Sousa](#)
To: [Council, City](#)
Subject: Castilleja
Date: Tuesday, May 17, 2022 4:16:02 PM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Mayor Burt and council members:

The recent PTC recommendation to allow 450 students at Castilleja is a number many neighbors can support. It makes sense to then hold at that number for some years. The school has a history of "fudging" once they are given constraints so ten years at 450 works for us neighbors. The head of school has embraced this number as a pedagogical optimum in the recent past.

In addition to the enrollment number there are a couple of other items that need to be deliberated on. First is the proposed underground garage. Since the proposed plans have some cars underground and some cars parked at grade and the final result is the same number of parking spaces that exists today, it seems odd to give the ok to massive excavation for this project. Why not continue to utilize the existing at grade spaces in three locations around the campus? It would mean elevating the end of the wing that is planned for the corner of Kellogg and Emerson. Surely that is cleaner construction than digging an underground garage and then pouring tons of cement into it. Even the city manager of Palo Alto is starting to talk about sustainability so let's leave the at grade parking where it is and build around or over it.

As for all the cars showing up for the numerous events, consider more off campus locales or much greater shuttling efforts. The total number of nighttime and weekend events should be around 20, excluding sporting events. And don't leave the enforcement to the school as they cannot stay the course. Have the school pay for a compliance officer that is vetted by neighbors and implement a serious program that works for the neighbors. We don't think it is a good idea to threaten the school with reducing student enrollment if they get out of compliance as some kids' lives get affected because their parents won't follow the rules. Just have a small enrollment increase like last time (8%) and then stick with that for quite a few years, to prove they can do it. The school has been successful as a small school and will continue to be successful at an enrollment of 450.

Thank you,

Hank Sousa
neighbor 2 houses from the school

From: [Purvi Kapadia](#)
To: [Council, City](#)
Subject: Castilleja School Traffic Challenge
Date: Tuesday, May 17, 2022 4:01:27 PM

Some people who received this message don't often get email from purvi_r@yahoo.com. [Learn why this is important](#)

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Dear City Council,

I love and vote in Palo Alto for the last 15 years. I support Castilleja Schools plans to modernize campus and open educational opportunity while keeping traffic capped.

Other schools in Palo Alto have grown in the past 20 years, which is how long it has been since Castilleja was granted 415 in their last CUP. During that time, Paly has grown by over 500 students—with no cap on how many cars can come to campus. Castilleja is asking to grow by a smaller percentage and is making that growth contingent upon a traffic cap. There is no risk here.

To blame Castilleja for the amount of traffic that converges at the corner of Ama and Embarcadero is completely unreasonable. Castilleja is a drop in the bucket compared to Paly, Town and Country, and Stanford—all of which rely on Embarcadero and Alma as conduits.

Further to blame Castilleja ignores the facts that Castillejas has reduced traffic by over 30%. Finally, to bring traffic into the equation flatly ignores that traffic is capped in the proposal. The students that Castilleja hopes to add will not be able to add trips. If that happens, enrollment will need to go down.

I want to live in a community where schools can thrive in residential neighborhoods, where they aren't forced out to industrial zones and office parks. My home is more valuable when schools are healthy and accessible. Please approve this project because traffic is capped and educational opportunity should not be.

Thank you,

Purvi Kapadia
2126 Louis Rd, Palo Alto, CA 94303

From: eduardo@llach.com
To: [Council, City](#)
Subject: I support Approval of Castilleja Project
Date: Tuesday, May 17, 2022 3:47:38 PM

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I live on Churchill, close to Castilleja and Paly. My children did not attend Castilleja, but I have been speaking in support of the school at hearings like this one for years now. My grandmother and her sisters attended Castilleja over 100 years ago and I'm a beneficiary of the great education provided to them.

I support the project for the following reasons:

- A sustainable campus
- A huge aesthetic improvement for the neighborhood
- No additional above-ground square footage
- The school has compromised to cut events by 30% to 70
- More educational opportunity with no net new traffic

Now, I want to focus on this last one – that the school can enroll more girls and offer more educational opportunity without increasing traffic. The school is asking for permission to try to gradually grow to 540 students as long as traffic remains level. There is no risk here for the city or for the neighborhood.

I support this risk-free condition of approval.

What I do take issue with, though, is the real-time monitoring system that has been suggested. This is an incredibly costly solution and one that is not at all justified by the scope of this project. Stanford, which has at least 16,500 more students than Castilleja will ever enroll, does not use this method. Instead, they are monitored eight weeks a year. If this is good enough for Stanford right here in Palo Alto, can't it suffice for a much smaller school like Castilleja?

I ask you to arrive at reasonable and fair conditions of approval in this process. The TDM monitoring measures currently on the table are not fair or reasonable for a school the size of Castilleja.

Thank you, Eduardo

Eduardo F Llach
 36 Churchill Ave.
 Palo Alto, CA

From: [Gene Wang](#)
To: [Council, City](#)
Subject: Approving Castilleja's green proposal
Date: Tuesday, May 17, 2022 3:30:32 PM

Some people who received this message don't often get email from gene@peoplepowerco.com.
[Learn why this is important](#)

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Dear City Council,

In Palo Alto, we constantly tout our progressive nature and concern for climate justice. It would make sense to invite and approve projects in the city that promote sustainability. But with everything I've seen over the past several years regarding Castilleja School's proposal, I am left wondering why the project hasn't been approved. With each passing year, there still is no building that is net-zero and fossil-fuel free. I understand that the school's proposed new campus has a variety of sustainability features that match and even exceed Palo Alto's sustainability priorities, so what's been taking so long to get this new campus built?

I care deeply about environmental sustainability and our city's role as a leader in regional climate change efforts. I am supportive of Castilleja's plan because it exceeds the ambitious Sustainability Climate Action Plan 2030 benchmarks set by the City of Palo Alto, and the state of California.

Our world is experiencing a climate emergency, and Castilleja's proposed development rises to the occasion through a state-of-the-art, net-zero energy building; elimination of the use of fossil fuels (except in science labs); the incorporation of low-water and recycled water infrastructure; and the use of green and sustainably-sourced materials. While there are some trees that will need to be removed - including some that are in poor health - the sustainable benefits this project brings to our community should not be disregarded. To compensate for the unhealthy trees that will be removed, 100+ new trees will be planted. That's an investment in the future.

This project is good for our community, and the planet. I hope you will approve this project - one which serves as a model for future green development in Palo Alto.

Thank you,
Gene Wang
620 Lowell Ave.

Gene Wang | Executive Chairman | People Power Company
email: gene@peoplepowerco.com
Web: www.peoplepowerco.com



From: [Kathy Burch](#)
To: [Council, City](#)
Subject: Castilleja School Proposal
Date: Tuesday, May 17, 2022 3:22:55 PM

Some people who received this message don't often get email from kburch777@gmail.com. [Learn why this is important](#)

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I live in Palo Alto, and I fully support Castilleja School's proposal.

At the recent PTC meeting, two arbitrary numbers were thrown around that concerned me. The first was 450, regarding enrollment. This was not the enrollment number you gave them. This was not the number studied thoroughly in the EIR. It was pulled out of the air, and it makes a mockery of this long and frustrating process. The city staff, the school, and city leaders have worked together for six long years to develop a detailed and disciplined path toward the enrollment number of 540. The PTC was out of line to disregard your guidance and the EIR's findings.

The school should be permitted to enroll 540—just as you suggested, and as the EIR supported. If car trips were to increase, then Castilleja will, of course, have to reconsider enrollment numbers, but there is no risk in letting them try.

The other arbitrary number that concerned me was 50, regarding annual events. Castilleja has already cut events by 30% to arrive at 70. Meanwhile, Keys School and GMS have no limit on events in their CUPs, and Pinewood's CUP clearly defines "event" differently because they are only allowed 12, but their calendar lists dozens upon dozens of gatherings that would qualify as "events" using the harsh guidelines suggested for Castilleja. All this while there is a mental health crisis among adolescents nationwide—and for better or for worse, we all need to admit that children in Silicon Valley are among the most stressed in America. Is now the time to take away poetry readings and science fairs and basketball games? Is this how we want to apply the CUP process to Castilleja—in a way that is patently unfair to the school and undeniably detrimental to students?

I urge you to use the numbers that have already been tested and studied -- 540 students and 70 events.

Thank you.

Kathy Burch
777 Marion Avenue
Palo Alto

From: [JIM POPPY](#)
To: [Council, City](#)
Subject: Let Castilleja Earn Enrollment Increases Beyond 450
Date: Tuesday, May 17, 2022 3:22:11 PM

Some people who received this message don't often get email from jcpoppy55@comcast.net.
[Learn why this is important](#)

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Dear City Council,

Please follow the recommendation of the PTC and limit Castilleja's enrollment to 450 until at least 2 years after construction is completed.

Enrollment increases are the only leverage neighbors and the City have to incentivize the school to comply with their CUP and TDM. The school must demonstrate that they are earnest in their endeavors. They have a history of non-compliance that must not be ignored.

A TDM is not a guarantee of compliance; it is a theoretical document. The TDM must also be finalized before approvals. At least two neighbors without an affiliation with the school should be included on the TDM committee.

This is the only fair and equitable solution to protect the neighborhood and surrounding community.

Also, please realize that the City has never been able to enforce the Castilleja CUP, which encouraged the school to add events willy-nilly as they desired. Please designate a City official (not in the planning department) to serve as chief CUP enforcer, with regular meetings with neighbors.

Again, without any incentives or enforcement, the school will continue to have no inclination to comply with the law. This is a minimal compromise for a project that does not belong in an R1 neighborhood. Please do not give Castilleja a blank check.

Thank you,
Jim Poppy
Melville Ave.

From: [Annie Turner](#)
To: [Council, City](#)
Subject: Castilleja support
Date: Tuesday, May 17, 2022 3:03:13 PM

Some people who received this message don't often get email from arturner2012@gmail.com.
[Learn why this is important](#)

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Dear City Council,

I am writing to express my support of Castilleja School's proposal to update their campus and enroll more girls without increasing traffic.

I do not think it's reasonable to ask Castilleja to return to this city process with each small increase in students. Rather, the proposal outlines clear consequences if traffic increases, to which the school will adhere, even if that means decreasing enrollment.

Please approved 540 with a traffic cap and no annual reapplication. We all need to move forward and shift our attention and resources elsewhere in our lovely city.

Thank you,
Annie Turner
1027 Emerson St
Palo Alto

From: [Andy Lichtblau](#)
To: [Council, City](#)
Subject: In Support of Castilleja's Project
Date: Tuesday, May 17, 2022 1:59:37 PM

Some people who received this message don't often get email from alichtblau130@gmail.com.
[Learn why this is important](#)

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Dear City Leaders,

I have lived on Lowell Ave for over a decade. My home is just a few blocks away from Castilleja, and as I walk around the neighborhood, I still can't believe that we really are on year SIX of evaluating Castilleja's proposal. In that time, I have seen more than a dozen new homes built or major remodels within 3 blocks of where I live. My neighbors never complain about those projects. I haven't heard complaints about square footage accuracy for these huge single-family homes. In fact, the opposite is true. Neighbors are excited to these new homes and re-models come to fruition and eager to meet our new community members.

I'm tired of hearing people talk about privileged students at Castilleja when they themselves don't enter the conversation recognizing their own privilege of owning and living in a home in Palo Alto. This is a community with a lot of resources, but not every individual who attends Castilleja—or other schools in our area, for that matter—comes from a privileged upbringing. Education is an essential factor in leveling out the privilege and creating opportunity that runs deep in communities like Palo Alto. Castilleja is one of many private schools in the area that offers opportunities to students from ALL backgrounds to thrive. And, conditional use permits are what allow schools to thrive in residential communities.

On year six (2016–2022), I ask you to think about how many students have been denied the opportunity to thrive because of the endemic privileged voices that are creating obstacle after obstacle to stall approval of a solid, well-researched, and sustainable proposal. We can do better. We NEED to do better. Approve Castilleja's project on May 23. More opportunities for girls.

Sincerely,
Andy Lichtblau
Home Owner

From: [Laura Stark](#)
To: [Council, City](#)
Subject: Please vote to approve Castilleja's plans
Date: Tuesday, May 17, 2022 11:56:30 AM

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Dear City Council Members,

I write to provide my unmitigated support for Castilleja's renovation plans and enrollment expansion. It has been many years with multiple revisions, taking into account community feedback and making adjustments. It is time to vote yes to approve their plans and allow them to proceed with the modernization of their campus and the modest request to increase enrollment in their Upper School.

Palo Alto citizens believe in world class education and we have an obligation to support our institutions like Castilleja. We should not starve them of their ability to modernize and grow because of the noisy few who disagree.

Please vote yes to support Castilleja's current proposed plans at the May 23 meeting.

Regards,
Laura Stark

--

Laura Stark 645 Hale St. Palo Alto, CA 94301

From: [Jamaica Kreps](#)
To: [Council, City](#)
Subject: Input Regarding Castilleja Proposal
Date: Tuesday, May 17, 2022 11:15:47 AM

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[Learn why this is important](#)

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Members of the Palo Alto City Council,

My name is Jamaica Kreps and I am a resident of Palo Alto. Thank you for your service and commitment to our community. I am writing to urge you to offer reasonable and equitable conditions of approval for Castilleja School.

I know there are many questions you are reviewing, but my most important concern is enrollment.

Since traffic is capped, I think it is incumbent upon you to allow Castilleja to try to enroll as many students as possible. They have said their outer limit is 540. I wish it could be more, but this seems like a reasonable compromise.

As a former teacher and parent, I am interested in our shared commitment to children. I support the diverse educational opportunities in our community, from our Spanish immersion program at Escondido to the excellence of our comprehensive high schools. For some students, an all girls' environment, such as Castilleja, is the best fit. I know some critics raise the fact that many Castilleja students do not reside in Palo Alto as a problem. To me, it makes Castilleja part of the solution. Their generous tuition assistance program allows students whose parents can't manage to buy or rent within the PAUSD access to an excellent education.

I don't want to live in a city where we only think about our own. I understand that we need to look out for ourselves, which we have done with the traffic cap. There will not be any new trips jamming up Embarcadero to reach campus. We need that reassurance. But after that, can we think about what we have to share?

Castilleja is a gem in our city. And the next generation is a treasure we need to nurture and develop. The proposal has been studied for years. It is now time to move forward. Please allow Castilleja to try to reach an enrollment of 540 students.

Sincerely,
Jamaica Hutchins Kreps
445 Hale Street
Palo Alto, CA 94301
831-345-2899

From: [Jamaica Kreps](#)
To: [Council, City](#)
Subject: Input Regarding Castilleja Proposal
Date: Tuesday, May 17, 2022 11:15:47 AM

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[Learn why this is important](#)

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Sincerely,
Jamaica Hutchins Kreps
445 Hale Street
Palo Alto, CA 94301
831-345-2899

From: [Josee Band](#)
To: [Cormack, Alison](#); [DuBois, Tom](#); [Filseth, Eric \(Internal\)](#); [Kou, Lydia](#); [Tanaka, Greg](#); [Burt, Patrick](#); [Stone, Greer](#); [Council, City](#)
Subject: In Support of Castilleja's CUP Application
Date: Tuesday, May 17, 2022 9:54:50 AM

Some people who received this message don't often get email from jcremaschiband@yahoo.com.

[Learn why this is important](#)

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From: Josée Band
 Date: May 17, 2022
 To: alison.cormack@cityofpaloalto.org, tom.dubois@cityofpaloalto.org,
eric.filseth@cityofpaloalto.org, lydia.kou@cityofpaloalto.org,
greg.tanaka@cityofpaloalto.org, pat.burt@cityofpaloalto.org,
greer.stone@cityofpaloalto.org, city.council@cityofpaloalto.org

Dear Mayor, Vice-Mayor, and Council members,

I am writing to urge you to grant final approval to Castilleja's CUP application that is coming before you on May 23 at the end of 6 long years of research, revision, and redesign, all in the name of compromise and continuous improvement.

As a Palo Alto resident and a member of Castilleja's Leadership team, I know how much the school is valued by the Palo Alto community. Walking in the May Fete Parade on Saturday, May 6 with Castilleja's Robotics Team, I observed first-hand the cheers generated by our all-girls team and the smiles of delight generated by our "Gator" mascot. This is just one example of the active part our students, employees, and families play in the life of this community. Through our outreach initiatives, Castilleja students inspire and mentor young girls and women in STEM, leadership, and Arts programs. Every Castilleja student, employee, and parent is intent on being a good neighbor. I myself bike to school every day, and meet many employees and students along my route. We volunteer, we vote, we pay taxes, we generate income and business for Palo Alto and contribute to making the city and the Bay Area the vibrant, diverse, and exciting place to live and work that we all love. Therefore, I am tired of some city leaders dismissing the opinions of parents and employees such as myself as biased. The fact is, we are not biased, we are informed, and our views should be treated with the respect and consideration they deserve.

Having experienced school communities all over the world including Moscow, Washington, D.C., and Copenhagen that thrive in residential neighborhoods in a climate of mutual respect, I have been taken aback by the level of acrimony and unreasonableness that has dominated the public discourse in regard to Castilleja's project. The many studies commissioned and paid for by the school as directed by city staff have all returned findings that support the soundness of the project. Yet the City Council, and indeed members of the PTC, have chosen to question, dismiss, or totally disregard the studies or indeed the work of its own staff in favor of erroneous hearsay gleaned from a few very vocal discontented neighbors. This is not responsible leadership nor prudent oversight.

Castilleja has made innumerable compromises: reduced the number of events, reduced the size of the original garage, proposed multiple garage options, revised the facades of the building, reduced the size of buildings, added additional traffic demand management measures and guarantees. The plan also adds 100 new trees and preserves heritage trees.

It is time for the City Council to prove as reasonable, open to compromise, and data-driven as Castilleja

has been:

Please approve a gradual increase to 540 students- there are countless conditions in the conditional use permit that outline penalties for noncompliance.

Please approve a 69-car garage which takes more cars off the streets.

Please approve permission for 70 events, or preferably, 80 or more. A cap of 50 events is totally arbitrary, unprecedented, and detrimental to the school's function, operations, and sense of community.

It's time for the City Council to approve the very careful, very thoughtful, and completely reasonable modernization project that Castilleja has placed before you. It's time for you to show the nation and the world how to lead the way in girls education and gender equity.

Respectfully,

Josée Band
Ruthven Avenue
Palo Alto

From: [Josee Band](#)
To: [Cormack, Alison](#); [DuBois, Tom](#); [Filseth, Eric \(Internal\)](#); [Kou, Lydia](#); [Tanaka, Greg](#); [Burt, Patrick](#); [Stone, Greer](#); [Council, City](#)
Subject: In Support of Castilleja's CUP Application
Date: Tuesday, May 17, 2022 9:54:50 AM

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From: Josée Band
 Date: May 17, 2022
 To: alison.cormack@cityofpaloalto.org, tom.dubois@cityofpaloalto.org,
eric.filseth@cityofpaloalto.org, lydia.kou@cityofpaloalto.org,
greg.tanaka@cityofpaloalto.org, pat.burt@cityofpaloalto.org,
greer.stone@cityofpaloalto.org, city.council@cityofpaloalto.org

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Respectfully,

Josée Band
Ruthven Avenue
Palo Alto

From: [Steve Turnbull](#)
To: [Council, City](#)
Subject: Please support the Castilleja CUP
Date: Tuesday, May 17, 2022 8:07:50 AM

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Dear City Councilmembers,

I am a 50 year resident of Palo Alto, a PAUSD alumni, a PAUSD parent, a former Castilleja parent, and for the past several years also a Castilleja employee. I have a deep love for Palo Alto: as a place to grow up, to live, to work, and to raise and educate children. Castilleja has long been embedded in my sense of Palo Alto, and I have always viewed the school as reflective of the city's values and deep commitment to education. I write in support of the school's proposed CUP.

I believe that Castilleja has shown itself to be a good faith partner in the planning process, making numerous revisions and adjustments to its submittal in response to city and neighbor feedback over the past six years. And I believe that the school's TDM program — encompassing shuttles, incentives for alternative modes of transit, off-site parking, and the like — have demonstrably decreased car trips and parking.

I disagree with recent commission recommendations to further reduce campus events and to freeze enrollment, as I believe these recommendations reject the compromises made to date, and will negatively impact the educational experience the school will be able to provide.

I believe Castilleja is an asset to the city and worth supporting, and I urge the council to approve Castilleja's CUP proposal at the upcoming meeting.

Thank you,
Steve Turnbull
Channing Avenue

From: [Carol C. Friedman](#)
To: [Council, City](#)
Subject: CASTILLEJA REIMAGINED
Date: Monday, May 16, 2022 10:54:32 PM

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CASTILLEJA REIMAGINED

MAY 16, 2022

Dear Mayor Burt and Members of the City Council,

It seems like I have been writing to you and advocating for *Castilleja Reimagined* for so many years. I cannot understand why the CUP process has taken more than six years. This would never happen to a corporation, company or family business. Castilleja has been at 1310 Bryant Street since 1907. No one who lives on Emerson or Kellogg has resided there as long or inherited their property. When you purchase real estate adjacent to a school, church or park, you know that you will have parking and traffic in your neighborhood. Castilleja has a proven traffic reduction program. Does the City request the same from Paly HS?

Castilleja has made so many accommodations for the neighborhood. When the neighbors requested underground parking, Castilleja returned to the architect and made these adjustments. When they did not like the number of parking spaces and entrance on Emerson, what compromises did the neighborhood propose? The neighbors complained about noise from school activities even when Castilleja proposed to place their swimming pool underground. I am a nearby neighbor and I heard fireworks go off on Saturday evening at 10:10PM. I assumed that it was the conclusion of either the Pow Wow hosted annually at Stanford or celebrating Stanford baseball win at the conclusion of the game. Additionally, in the autumn, we hear joyful noise and bands playing both at Stanford as well as Paly H.S. at Hod Ray Field. These sounds are certainly louder than a swimming meet.

When our local elementary school, Walter Hays, experienced an increase in student population from 350 to 500 students, we observed an increase in the number of portable classrooms on the school campus. The Professorville and Old Palo Alto neighborhoods did not go crazy. When Paly HS. experienced an increase of 100 new students one August, the school made appropriate arrangements, but the South Gate neighborhood was not unpleasantly critical.

Castilleja is the only nonsectarian girls school on the Peninsula. I would like to advocate for **more** girls to benefit from this strong academic education, a nationally known Robotics program, a creative art program, a well respected community service program and small in person classrooms in a new modern facility. The culture of any great school includes drama and dance performances, swim meets and basketball games, and occasional social events to build important school spirit. Then there are admission tours, Back to School Night, Founder's Day luncheon and Commencement. You would not limit these activities in a large public school.

I urge the City Council to support Castilleja's strong, thoughtful proposal with numerous compromises negotiated for this beautiful new facility for future girls. The longer you delay this decision the angrier and more litigiousness the neighbors become. The Council must assume

some responsibility for allowing these argumentative and quarrelsome neighbors to continue to criticize, but not offer reasonable compromise and solutions. I ask you to be bold and support **girls** education and Castilleja's 115 years of educating young women who have contributed many achievements in education and publishing, medicine, law, and national & international governmental service.

Best regards,
Carol C. Friedman
465 Lowell Avenue

From: [Robin](#)
To: [Council, City; rebecca; Human Relations Commission; Planning Commission; Angie, Palo Alto Renters Association; Carol Lamont; Roberta Ahlquist](#)
Subject: Re: Castilleja's Expansion--say NO
Date: Monday, May 16, 2022 10:47:33 PM

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TOTALLY AGREE -

On Monday, May 16, 2022, 06:09:25 PM PDT, Roberta Ahlquist <roberta.ahlquist@sjsu.edu> wrote:

We OPPOSED ANY EXPANSION of this school. which doesn't benefit the people of Palo Alt in any social justice manner. SAY NO TO ANY EXPANSION!

Sincerely,
Roberta Ahlquist
Walter Bliss

From: [Robin](#)
To: [Council, City; rebecca; Human Relations Commission; Planning Commission; Angie, Palo Alto Renters Association; Carol Lamont; Roberta Ahlquist](#)
Subject: Re: Castilleja's Expansion--say NO
Date: Monday, May 16, 2022 10:47:33 PM

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Sincerely,
Roberta Ahlquist
Walter Bliss

From: [LUCY BALDWIN](#)
To: [Council, City](#)
Subject: Castilleja expansion
Date: Monday, May 16, 2022 8:19:18 PM

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I do not support expansion of Castilleja at this location.

I believe a consensus of the immediate neighbors and affected neighborhoods is essential. I live in Charleston Meadows, so my voice and opinion should be small compared to the folks who live in the shadow of Castilleja. The argument is not about supporting or not supporting educating girls and young women at Castilleja. Rather, the argument is about a conditional use permit for a school in a residential zone. Over 500 students may be too many for this Palo Alto residential neighborhood.

Castilleja has already proven itself to be dishonest in their dealings with City of Palo Alto, and their community neighbors. The trust has been broken and it's difficult to heal.

I am a Castilleja graduate, 1972. I have been distressed at the presumptive and dishonest attitude of Castilleja from the beginning of this process.

If more than 500 students are approved, Castilleja may merely accept more students, as they proudly announced that they had long been doing, and had already exceeded the previous cap on the number of students.

There are other options, such as The Middle School or High School could move. Other private schools, such as Pinewood, have addressed expansion by having different campuses.

Good luck to you in resolving this issue as best you are able.

Lucy Baldwin

Lucy Baldwin
Sent from my iPhone

From: [Aram James](#)
To: [Roberta Ahlquist](#)
Cc: [Council, City; rebecca; Human Relations Commission; Planning Commission; Angie, Palo Alto Renters Association; Carol Lamont](#)
Subject: Re: Castilleja's Expansion--say NO
Date: Monday, May 16, 2022 6:27:10 PM

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Hi Roberta,
I am in total agreement with your position on No Expansion for law breaking Castilleja.
Best, aram

Sent from my iPhone

> On May 16, 2022, at 6:09 PM, Roberta Ahlquist <roberta.ahlquist@sjsu.edu> wrote:
>
>
> We OPPOSED ANY EXPANSION of this school. which doesn't benefit the people of
> Palo Alt in any social justice manner. SAY NO TO ANY EXPANSION!
>
> Sincerely,
> Roberta Ahlquist
> Walter Bliss
>

From: [Andie Sobrato](#)
To: [Council, City](#)
Subject: Castilleja Reimagined Goes to City Council
Date: Monday, May 16, 2022 6:12:17 PM

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[Learn why this is important](#)

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Dear Sir or Madam,

I am writing in regards to the local government's decision to grant Castilleja school its CUP for new learning spaces. As an alumni, a member of the Castilleja community, a board member, and a life-long Bay Area resident, I am fully in support of the permit to allow the school to expand.

I understand that as the local council you need to consider several aspects of our community and its concerns. However, Castilleja School has been an institution for over 100 years and has been a staple in providing premium education for so many girls.

As a first generation American and first generation college student, I am so grateful for the opportunities that Castilleja gave me. I believe that it is my responsibility now, to fight for the ability for other first gen and students of color to get access to this amazing education.

By providing Castilleja the ability to expand, you are also extending amazing educational opportunities to more students - students that may go on to change the trajectory of their family's lives, just like I did.

So, as I close this letter, I'd like to reiterate my support for the school and its ability to expand the learning spaces and number of students allowed to be educated there.

Best,

Andie Sobrato

From: [Roberta Ahlquist](#)
To: [Council, City; rebecca; Human Relations Commission; Planning Commission; Angie, Palo Alto Renters Association; Carol Lamont](#)
Subject: Castilleja"s Expansion--say NO
Date: Monday, May 16, 2022 6:09:31 PM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

We OPPOSED ANY EXPANSION of this school. which doesn't benefit the people of Palo Alt in any social justice manner. SAY NO TO ANY EXPANSION!

Sincerely,
Roberta Ahlquist
Walter Bliss

From: [Cindy Chen](#)
To: [Council, City](#)
Subject: Supporting Castilleja
Date: Monday, May 16, 2022 5:55:35 PM

Some people who received this message don't often get email from cindychen37@gmail.com.
[Learn why this is important](#)

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Hello City Council Members,

I am one of the many near neighbors who support underground parking. I am happy to see that this process has validated that the garage is indeed permissible.

I also want to point out that the ARB recommended that you review the size to allow 69 spaces rather than 52. With no additional impacts on trees when an additional 17 spaces are added, the members of the ARB UNANIMOUSLY agreed that the garage should have 69 spaces rather than 52.

So at this point I want to list all of the types of sources and resources that support maximizing parking as long as there are no impacts:

1.
The Comprehensive Plan—Palo Alto's main tool to guide preservation and development—prefers underground parking whenever possible
2.
The EIR, which should be taken as an essential resource guiding this process (three years of research and analysis went into it), favors underground parking over surface lots
3.
The ARB members, who have reviewed these plans carefully (a record four times in this process), universally agree that the garage is an asset that should be maximized.

To me, the garage is a valuable infrastructure investment in my neighborhood. I look forward to the day when the cars that now line the Bike Boulevard are moved below ground. I am grateful to Castilleja for their commitment to this improvement and their flexibility.

The school has made countless compromises—moving the garage exit, changing the design again and again, moving the pool, revising the loading area, changing the facades on Bryant and Kellogg.

And the small number of critics, rather than moving forward in similar good faith, have continued to move the goalposts.

Who do you trust at this point?

Thank you.

Cindy Chen

1870 Emerson Street

Palo Alto, CA 94301

From: [Shahin Masthan](#)
To: [Council, City](#)
Subject: City Council Meeting - Castilleja
Date: Monday, May 16, 2022 5:07:03 PM

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Dear Council Members,

Thank you for your service to the city of Palo Alto. I live in Palo Alto, and I support Castilleja School's proposal. Please approve 540 students with a traffic cap. There is no valid reason to ask the school to return annually to reapply for permission to grow. The cap will regulate that process. To ask them to continue to reapply is a misuse of city time and resources and will also keep this divisive debate—led by a vocal minority—alive.

I also feel very strongly that the issues about square footage misunderstand the CUP process. A CUP allows a school to operate under different guidelines—because a school is different from a residence. Why are residential square footage counts part of this conversation? Castilleja has been using its current square footage to operate as a school in a residential neighborhood for decades. Now they are asking to rebuild with slightly less. This should be quite easy to approve. The variance should be a technicality, just another hoop the school is being asked to jump through.

Approve 540 with a cap. Approve the square footage at slightly lower than the current rate.

We need to think about the impacts of the pandemic on the children in and around Palo Alto. The return to school has not been easy for them. If there are girls who will find their way back to learning more easily in the single sex environment, we—all of the adults who have say over their lives—should support that. There will not be more traffic. We know that for sure. So let's help them learn and grow.

Thank you,
Shahin Masthan
Georgia Ave, Palo Alto

From: [Roy Maydan](#)
To: [Council, City](#)
Subject: Support for Castilleja Proposal
Date: Monday, May 16, 2022 4:34:37 PM

Some people who received this message don't often get email from roy.maydan@gmail.com.
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Dear Council Members,

As a 25+ year resident of Palo Alto, I am grateful for the attention you have given this project. Also, as a citizen who wishes to see City leaders make decisions that will positively impact our property values, our quality of life, and our community, I especially appreciate that you have already supported the merits of this proposal.

Your guidance to the PTC—to find the path to 540—proves that you and I agree: 540 is the right number for Castilleja. In the end, by voting to approve 540 tonight, you are not guaranteeing that 540 students will enroll at Castilleja. Instead, you are giving the school permission to try to enroll 540 through gradual increases of 25 students at a time without increasing traffic. If car trips increase, that number will remain out of reach.

As you listen to other speakers tonight, I truly hope that the years of study and reams of data supporting this project will prevail in the end:

- Traffic is a non-issue because it is capped
- The garage is not going to bring more cars, and it is permissible in R-1
- The square footage of the proposed building is LESS than the current structures
- The EIR exhaustively studied the possible environmental impacts of every aspect of this proposal and found none.

Most of all, it is important for leaders to be able to make decisions based on facts and study, not rhetoric and speculation. The facts support this valuable investment in Palo Alto. And the risks are non-existent since the school cannot add more trips. Approve 540 and do not ask Castilleja to return annually to reapply. Allow this long chapter to end with more opportunity and less traffic.

Sincerely,
Roy Maydan
131 Byron Street

From: [Peter S. Levin](#)
To: [Council, City](#)
Subject: Reasons to Approve Castilleja's Project
Date: Monday, May 16, 2022 2:45:25 PM

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To the Members of the City Council

Dear Planning Commission, City Council, and City of Palo Alto

I have resided at 662 Melville Ave for the past 20 years. I have followed the discussion of Castilleja School's plans with interest. I have attended moderated meetings at the school, a Planning and Transportation Committee meeting, reviewed Environmental Impact Reports, and viewed the City Council Meeting on the topic. In addition, I have written and spoken with Council with my opinion.

With children who attended nearby Addison School and later Castilleja, I am saddened at the intensity and polarization that I witness.

Furthermore, I am disappointed with the changing goals, standards, and restrictions that arise from different committees at different times and with the unclear direction to Castilleja School, which has, in my opinion, raised the temperature of the proposed undertaking by Castilleja for far too long.

Castilleja is a private school, but it also is a neighbor and an important part of the life of my Palo Alto community. We learned about Castilleja from our next-door neighbor, who had two daughters who attended Castilleja. Some of the same students who attended pre-school with our daughters, also attended Addison School, and later Castilleja. Local girls have attended Castilleja Summer Camps or worked as counselors there. Castilleja is the closest middle school and high school to our home. This has been a school of and for several in our Palo Alto community. I fortunate go live in a city with such rich educational options public and private.

I have reviewed Castilleja's current notes and agree with their views.

- Enrollment would increase incrementally to 540 at 25 students per year ONLY IF car trips remain capped. There are countless conditions in the conditional use permit that outline penalties for noncompliance. 540 isn't a guarantee, it's an aspiration
- Within the proposal car trips are capped, so the garage will not increase traffic
- Support the underground garage at 69 vs 52 cars is preferable: more cars off the street. Tree zone is still protected. Neighbors want cars off the street. The underground garage accomplishes that.
- The modernization supports Palo Alto's sustainability goals--fossil fuel-free, net-zero energy, low water consumption, drought-resistant plantings, over 100 new trees
- The Environmental Impact Report, which has been called the most thorough in the history of Palo Alto, found no significant impacts
- The new building is more beautiful, with larger setbacks, lower rooflines, and improved landscaping
- This project is widely supported throughout the city by people who see the merits of the update and understand that schools should thrive in Palo Alto

The limits that are being placed on the school are not fair in relation to other CUPs in Palo Alto

- Castilleja has made innumerable compromises: reduced events, reduced size of original garage, proposed multiple garage options, revised facade of building, reduced size of buildings, added additional traffic demand management measures
- The plan adds 100 new trees and preserves heritage trees
- Conditional use permits are meant to help schools thrive in residential neighborhoods. Castilleja pre-dated zoning laws. The 2000 CUP wasn't clear enough on several items; now, the school seeks clarity so that there's no confusion and compliance is guaranteed
- Reducing events from 70 to 50 hurts students and the school community. Other local schools also operate under CUPs, and they do not have restrictions on their events like Castilleja would. These events are school plays, dances, performances, parent-teacher conferences, athletic events—all of which are core to a school's function and operations

•
Ours is a University town, a city known for its schools and diversity. We will need responsible growth to meet the future needs of Palo Alto. Let us remember who we are as we look to the future, including the Castilleja School proposals.

This has taken too long. It's time to approve the proposal and move forward.

Sincerely yours,

Peter S. Levin

From: [Nancy Strom](#)
To: [Council, City](#)
Cc: [PNQL-Now](#)
Subject: Casti Plans are Unacceptable
Date: Monday, May 16, 2022 11:50:29 AM

Some people who received this message don't often get email from nancy94024@gmail.com.

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Dear City Council,

I saw in the newspaper today that the city is "poised to approve the Castilleja project." That basically sums up what has been observable all along. The city council appears to have given Castilleja the status akin to a special friend; and is about to approve what the school wants.

This is a residential neighborhood, and the citizens of Palo Alto deserve to have their residential neighborhoods kept sacrosanct. For that reason, I urge you to support all the talking points of the PNQL, as seen below. It's hard to understand why this has dragged on for so long. The city needs to take ownership of this problem and mandate that Castilleja follow the steps to meet Palo Alto's own planning commission's rules; the city's municipal codes and sustainability goals.

Please stop all this nonsense and support the work of your own committees; the wishes of the residents; and the codes that the city has drafted. Don't be fooled into agreeing with Castilleja.

Thank you for considering,
 Nancy Strom
 Property Owner in Palo Alto

*Endorse the Planning Commission's recommendation of 450 students **until they have proven they can operate limited to 1197 car trips.**

*Submit a plan that meets the City's Municipal and Zoning Codes as well as Sustainability Goals.

*Modernize, rebuild and upgrade the school's facility. And for sustainability purposes: leave the current swimming pool where it is to safeguard groundwater and preserve all existing parking spaces on campus, which eliminates the need for an underground garage and results in significant CO2 savings!

*Eliminate the underground garage & rely on shuttling/public transportation to reduce traffic in the community as well as carbon emissions.

Nancy Strom

650-906-5931

From: [Rob Hallewell](#)
To: [Council, City](#)
Subject: Castilleja: objection to proposed expansion
Date: Monday, May 16, 2022 11:24:14 AM

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Residents of 1118 Harker Avenue, Palo Alto 94301

To Whom it may concern:

The proposed Castilleja expansion has little to no benefit, and many negatives, for the Palo Alto residents who pay taxes and salaries for the City to improve not degrade our living situation.

The proposed plan will make traffic worse, harms the quality of life for the school's neighbors, degrades the natural environment, sets an unacceptable precedent by flouting planning rules, and rewards earlier flouting of those rules by the school.

We urge the City Councillors to dramatically scale back the school's proposed expansion.

sincerely, Robert Hallewell & Family

From: [Deborah Goldeen](#)
To: [Council, City](#)
Subject: Castilleja Remodel
Date: Monday, May 16, 2022 9:41:14 AM

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The “PAN” people have labelled Castilleja’s upgrades as an expansion. Please call it what it is. Call it a remodel.

If my neighbor is allowed to “remodel” a 1,200 square foot house into a 3,500 square foot home with full living quarters basement into which in-laws have moved, seems to me Castilleja should be allowed to proceed unhindered. Their plans are modest by comparison.

From: [Celia Cho](#)
To: [Council, City](#)
Subject: Castilleja School
Date: Monday, May 16, 2022 9:38:57 AM

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Dear Mayor Burt and City Councilmembers,

I am writing in support of Castilleja School. I want to clarify that my children did not benefit directly from a Castilleja education; they are products of the outstanding PAUSD. However, I still believe that Castilleja contributes to the greater good in Palo Alto. I also believe you should approve this project on May 23 with fair and reasonable conditions for the school.

This has been an incredibly long process, which in itself is both unfair to the school and unreasonable over all. But I want to focus my observations on a few specific issues.

VARIANCE:

The fact that this variance is even being added to the process is unfair. Why should the school be asked to apply for a variance to build less square footage than is currently permitted is beyond me. For the past several decades, the school has been working under a CUP that allows the current amount of space to support the school community. So, that is already an approved amount of space. The school should not need to apply for a variance to build less space, but since that is now part of the process, it would be unfair and unreasonable to deny their application to build LESS square footage.

EVENTS:

The school has submitted a plan to reduce from 90 to 70 events. This is a meaningful compromise. To further reduce to 50 events, as suggested by some but not all members of the PTC, is a step too far. The school needs to be able to hold concerts, basketball games, and poetry readings, just as all other schools—public and private—are allowed to do in Palo Alto. This extreme reduction is not justified and not fair.

Please address these problems within the conditions of approval. As I said, my children do not attend Castilleja, but I don't want to see other children and other schools be treated unfairly.

Thank you,
Celia Cho

From: [Rebecca Barker](#)
To: [Council, City](#)
Subject: Support for Castilleja
Date: Monday, May 16, 2022 7:41:34 AM

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Dear city council members:

I am writing in support of Castilleja School's project that is on your agenda on May 23rd. I am a graduate of Castilleja (class of 1991) and went on to contribute to the community as a primary care doctor at PAMF and a member of PAFMG's (the physician group) Board of Directors. While a recipient of a full scholarship for 6 years, I attained an excellent education at Castilleja; I truly believe those 6 years molded me and became the launching pad to success in my later life. I went on to attend Princeton University but Castilleja was the school that truly inspired me. Furthermore, I feel so strongly about the value of a Castilleja education that my daughter is currently enrolled at Castilleja as well.

You have a world renowned high school in your city that you have the ability to help grow. Increasing the number of women with a Castilleja education who quite literally will go forth and change the world will only reflect well on Palo Alto. Women are the glue to most communities so I believe more women with Casti educations who then chose to come back and live in Palo Alto will help the City of Palo Alto continue to be the amazing city that it is.

Thank you for your consideration,
Rebecca Barker '91, parent of '24

Sent from my iPhone

From: [Ore Adeyemi](#)
To: [Council, City; Ike Gbadegesin Adeyemi](#)
Subject: Support for Castilleja School Proposal
Date: Monday, May 16, 2022 12:31:35 AM

Some people who received this message don't often get email from oreoluwa@gmail.com. [Learn why this is important](#)

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Dear Members of the City Council,

Thank you for your service. I am emailing because I want to express my support for Castilleja School's proposal. I am aware that the school has capped traffic and will be rebuilding with less square footage than they are permitted for now. With no risk of new trips to campus, I want you to vote in support of opening educational opportunities. I realize traffic is an issue in Palo Alto. Clearly Castilleja realizes this as well. Their traffic reduction in recent years is impressive and if any community can stay below the trip cap, Castilleja has proven that they can. If they fail, then they can't admit more students, There's simply no reason not to let them try—especially because schools should always be a priority within our city.

As I mentioned, the school is proposing replacing their current structures with a new one that is slightly smaller. The school has been permitted to have their current above ground square footage count for years, so granting a variance to build below that count should be fairly easy to do. Please grant it.

I realize this has been a divisive issue, and I realize that the school has needed to rebuild trust. At this point, we are ten years past when Nanci Kauffman came forward herself to report the over enrollment. The school has been reducing its enrollment ever since while also reducing traffic and events. At some point, there needs to be the potential to move forward. Luckily, trips are capped and therefore the goal of getting to 540 students eventually is not guaranteed. With these consequences built into the application, I strongly believe that trust hopefully earned by now and does not have to come into the equation.

Please approve the variance for the square footage and approve the enrollment increase linked to successful traffic reduction. Thank you for all the great work you do.

Sincerely,
Ike and Ore Adeyemi
515 Center Drive

Palo Alto, CA 94301

From: [John K Sterling](#)
To: [Council, City](#)
Subject: Letter in support of Castilleja Project
Date: Sunday, May 15, 2022 8:20:16 PM

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Hello -

I am writing about the discourse around the Castilleja project. I had been casually watching the news about Castilleja and the neighborhood for several years - seemed like the common NIMBY for a while. My dad was an architect and spent many years on the zoning and planning boards in my town so I had seen a lot of this. My daughter is now at the school so I have been paying closer attention in recent months.

Bottom line is that Castilleja acted assuming local residents and the town were providing sound feedback. But at each turn the goalposts moved. Unfortunately it started appearing all of this was just stalling tactics and not good faith. The ultimate proposal is very reasonable, improves all of the things asked for, and sets the community up for a great future.

I am writing to ask you to make swift decisions - and put this behind us so the community can move forward. Given the progress to date this means approving the Castilleja project.

Thanks for your consideration!

John

From: [Joel Brown](#)
To: [Council, City](#)
Subject: Please approve the Castilleja project
Date: Sunday, May 15, 2022 6:09:48 PM

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Dear City Council -

I want to express my overwhelming support of Castilleja School. It's been more than a year since you last reviewed the Castilleja project, and now that it's before you again, I strongly urge you to approve the ARB's recommended approval of the smaller, 69 car garage. During their March 2022 deliberations, they concluded that a 69 car garage would have the exact same impact as a 52 car garage; so why not park 17 more cars underground instead of at grade on the neighborhood streets? The garage impact is the same, but the benefit to the streets is far better when 17 fewer cars are lined up along the curb. 69 is allowed under code, so why not move forward with an underground garage that houses 69 vs 52 spots?

I understand that traffic is a concern for Palo Alto residents in general, and it can't be emphasized enough that Castilleja's enrollment increase will bring no new cars to the neighborhood. The school has set an example of excellent TDM for all businesses in the area. By requiring employees to rideshare, park offsite, and take public transportation AND by adding new bus routes for students during the pandemic, Castilleja has continued to reduce traffic to campus. They have shown both the **commitment** and **flexibility** needed to *keep car counts low*, and their plan makes clear that their TDM measures will broaden once enrollment increases. These measures are not just for show -- the school is teaching their students and employees the sustainable measures necessary to make life better in our shared community. It's an imperative, not a choice. Are other schools or businesses in the areas as stringent in their transportation policies? I think not. Castilleja is a proven leader in this regard, among many others. **Again, keeping car trips low is the ONLY way Castilleja would be able to add more students.**

Please vote to recommend approval of the garage. It can not bring new cars to the neighborhood, and without doubt, it improves the aesthetics of that neighborhood.

Thank you very much,
Joel Brown - Walter Hays Drive

From: [Ann DeHovitz](#)
To: [Council, City](#)
Subject: Please vote to support Castilleja
Date: Sunday, May 15, 2022 5:53:24 PM

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Dear City Council Members,

I am emailing in support of Castilleja. I have been watching this project from the sidelines for many years, and it seems to me that Castilleja has done a lot to address the many concerns that have come up, including:

- Decreasing the size of the garage
- Moving the garage exit
- Moving the pool to improve sound and parking
- Preserving more trees
- Reducing events by 30% to arrive at 70 events per year
- Redesigning the massing and materials on the building
- Limiting hours of operation
- Reducing daily car trips to campus by over 30%
- Moving cars below ground
- Creating more greenspace
- Proposing a more efficient and sustainable campus

Some of these improvements are already in place and some cannot be implemented until you vote to approve this project. I hope you will at long last vote to approve. This is a win for Palo Alto, for the school, AND for the close neighbors. The current version of this proposal is a far cry from the version they first encountered over six years ago. The school has compromised again and again. It is time to recognize that the plan has evolved into an excellent solution for everyone.

This has been a long process for our entire community, and I hope you will bring it to a positive close with an approval. I know that the PTC suggested that the school should return annually to reapply for permission to grow gradually. Since the school will need to remain below traffic caps in order to enroll more students, why not just let the traffic cap do its work? If Castilleja can admit more students without creating more traffic, why not let them?

Thank you for your time,
Ann Dehovitz (Sharon Court, Palo Alto)

From: [Annette Hughes](#)
To: [Council, City](#)
Subject: Yes for Castilleja project
Date: Sunday, May 15, 2022 4:39:04 PM

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Dear Palo Alto City Council,

I live and vote in Palo Alto. There have been years and years of discussions, with many changes to the Castilleja project plans based on feedback. Please **vote yes** to let Castilleja and the city move along with this project as it is presented.

The school has been through I don't know how many hearings with the various boards and commissions, and Castilleja has now provided a version of the plan that directly responds to requests from all these entities. I request **you agree** to the elements of the plan on May 23; this process has been extended and delayed long enough.

- **69 car garage option:** This reduces the number of cars on the street, which is quieter and safer for walkers, runners and cyclists. It preserves the trees, and it meets City code.

- **New Students:** Because the conditional use permit includes stringent policies about the addition of new students, the corrective actions required would so penalize the school that they would actually make the school decrease their enrollment. The proposed CUP offers a hard stop to unfettered growth.

I support Castilleja School. The school has worked meticulously and carefully on these plans, with many compromises over the years which show that they are committed to working with the City to achieve the goals of both the school and Palo Alto. The contentious points of vehicle traffic, arboreal preservation, and enrollment numbers have all been addressed.

Please approve the plan. The neighborhood, our community as well as the future scholars will benefit from a renovated and improved school.

Thank you for your time and consideration,
Annette S. Hughes

From: [Pete and Laura Zappas](#)
To: [Council, City](#)
Subject: In Favor of Castilleja
Date: Sunday, May 15, 2022 10:43:26 AM

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Dear Councilmembers,

I fervently support Castilleja School's project. The School's plans have several features that will significantly improve the neighborhood: reduced square footage, less mass, lower rooflines, and greater setbacks from the street while still presenting a beautiful design.

Castilleja's modernization plan has taken into account years of neighbor comments and years of compromise. It's time to approve their incredibly thorough, thoughtful, and researched-based project. I see many mutually beneficial aspects of the project:

- Enrollment increases are contingent upon keeping car trips capped at current levels. Incentives to comply are already built into the plan, and there are many incentives. Neighbors want incentives. Well, good thing the permit outlines lots of ways to keep the school in check!
- An underground parking garage removes cars from the street and makes Bryant's bike boulevard safer. The option of a 69 car garage maximizes this benefit. Neighbors want cars off the street. The garage is a fantastic solution!
- More than 100 new trees will be planted. Heritage trees will be saved. The neighbors say they care about trees. Seems like Castilleja does too!!
- The facade on Kellogg integrates design elements that reflect the character of the neighborhood. The neighbors had input into the facade, and their input is reflected in this design!
- The entire plan has less above ground square footage than currently is in place. It is a reduction, NOT an expansion. The neighbors wanted a smaller footprint. Well, this is less!

Wow, it seems like the neighbors are getting a lot of things they want. So why do some continue to complain?

At this point, it's impossible to ignore that Castilleja's project has enumerable merits. It's environmentally sound and exceeds the goals set forth by Palo Alto's environmental objectives. The school has worked tirelessly to present credible options that improve traffic patterns, aesthetics, and quality of life for everyone without harming trees. Aren't we all in agreement that the entire community will benefit from this?

Castilleja's plan is good for the neighborhood. It's good for the environment. It's time to forge ahead, support the only secular all-girls middle and high school in the Bay Area, and rebuild our community. When we focus on the education of our children, all of society benefits. Approve Castilleja's project. As a parent of three teenagers two of whom go to Paly and one who goes to Castilleja I value the education of our children. Limiting the number of events for Casti parents to see their children seems to go against valuing education and the accomplishments of our children. The Castilleja project will create less traffic, it will get cars off the streets for events, and will enhance the beauty of our neighborhood school. One more thing, most of the cars parked on Emerson where I live actually belong to Stanford students who create traffic and parking problems all year long.

Sincerely,
Pete Zappas
Emerson Street

From: [Margaret Lane](#)
To: [Council, City](#)
Subject: Supporting Castilleja's proposal
Date: Saturday, May 14, 2022 2:58:53 PM

Some people who received this message don't often get email from mlane1310@gmail.com. [Learn why this is important](#)

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Dear City Council,

I raised my children in Palo Alto, and my husband and I were fortunate to purchase a home on Bryant, just a block from Castilleja and right down the street from Paly. My children attended local private schools. Now my children are grown, and they're starting families of their own. I hope that they are able to have the choices for their own children that we had when they were growing up.

For many years, I've stayed silent on the issue of Castilleja's proposal. I have found it to be a divisive matter in the neighborhood that has bitterly pitted neighbors against one another. It's been disappointing to witness and experience this in the midst of a national climate that has likewise been polarizing.

Now that you are meeting for what I hope will be the final time to decide the fate of Castilleja's proposal, I wish to share my perspective on the matter. I am a resident in Palo Alto, a very near neighbor, a parent, and an educator. Each one of these alone is a voice you've heard from in the past six years, to be sure, but there aren't many voices who represent all four perspectives.

Resident and Near Neighbor

We knowingly purchased a home in a neighborhood that had two nationally-ranked schools within walking distance of our driveway. We understood this would mean hearing the occasional joyful sounds of children cheering on classmates at swim meets, football games, and the like. We knew that there'd be certain community events that might cause additional traffic for a couple of hours. These schools—Paly and Castilleja—both existed decades before we purchased our property. We also knew that buying a home near incredible schools would only increase the home's value. We feel Castilleja's proposal will not only further elevate the aesthetic of the neighborhood but will do so while continuing to work with the neighbors to minimize negative impacts.

Parent and Educator

I raised all four of my children in Palo Alto. As any parent of more than one child will know, each has their own personality, needs, and way of experiencing the world. As an educator, I know this to be true as well. I am retiring this year, but I can tell you that in my 20 years of teaching, I have come to deeply understand that every child learns differently. This is one reason I am so grateful that my children grew up in a town where they had so many kinds of schools from which to choose. Some children thrive in large settings. Others need

specialized attention. A few may even wish to be in a single-sex environment. As a parent and as a life-long educator, I see the benefit of choice, of opportunity, that a town like Palo Alto provides.

The thing is, our neighboring cities don't have access to the same choices and opportunities. This is where independent schools come in. They level the playing field, offering spots to children—our neighbors—who want and need something that their local school district may not be able to provide.

Education is the most important gift we can give to the next generation. I became a grandmother in the last two years, and I would be remiss to not speak up now, at a point in time when Castilleja has the opportunity to extend access to the next generation of girls in Palo Alto.

Please think deeply about the proposal you have in front of you. Our country needs more access to education, not less. This is a project that offers more opportunity while also improving the neighborhood.

Thank you for listening to my perspective.

Sincerely,

Margaret Lane

Bryant Street

From: [Harry Plant](#)
To: [Council, City](#)
Subject: letter in support of Castilleja proposal
Date: Friday, May 13, 2022 3:26:31 PM

Some people who received this message don't often get email from hkplant@gmail.com. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear City Council,

Thank you for your attention to Castilleja's project and for evaluating the facts of the matter in front of you. There are many merits to their proposal, and I hope you stick to the data-backed, evidence-based, expert recommendations that really should be the basis for your ultimate approval. Community feedback is important, absolutely, but **there's a difference between opinion and factual evidence.**

As you make your final decision on May 23, please remember these facts and this timeline:

- <!--[if !supportLists]-->1. Castilleja was founded in 1907; 115 years ago, in a Palo Alto that is very different than it is today. The school and town have grown up together. Palo Alto has evolved, but Castilleja's **classrooms are still stuck in the 1960s.**
- <!--[if !supportLists]-->2. Yes, Castilleja was overenrolled. In 2012, when the newly appointed head of school discovered the school's violation of its CUP, she reported this to the city. The school **self-disclosed** its violation.
- <!--[if !supportLists]-->3. <!--[endif]-->In the last decade, the school has taken a number of actions to **remedy** its over-enrollment. The action may be gradual, but it's still action: students and employees have collectively reduced car trips by 30% - walking, biking, and ride sharing has become the new normal. Enrollment has actually been going down every year.
- <!--[if !supportLists]-->4. The school requested a new CUP in 2016. That's six years ago.
- <!--[if !supportLists]-->5. In the last six years, the school has held 55 neighborhood meetings, revised the project design six times, and participated in countless hearings with the HRB, ARB, PTC, Public Arts Commission, and City Council.
- <!--[if !supportLists]-->6. In the last six years of waiting for project approval, Castilleja has compromised. They've reduced their number of events by 10%, only to face requests for additional decreases. They've changed their building designs multiple times to integrate neighbors' feedback. They've reduced the size of the proposed underground garage by nearly 50% and come up with several options that are environmentally superior, take many cars off City streets, and protect more trees.
- <!--[if !supportLists]-->7. Castilleja's Environmental Impact Report, which has been called the most thorough in the history of Palo Alto, found no significant impacts.

<!--[if !supportLists]-->8. Underground garage is legally permissible according to city code and 60 spaces can be accommodated with impacting trees.

We pride ourselves in Palo Alto about being fair and objective. The City simply has not been fair to Castilleja in this process; if anything, I would like to think my city is doing everything possible to further the education and empowerment of young women, not falling prey to NIMBY-ism, those who shout the loudest, and worse.

On May 23, lead with integrity and base your decision on the facts in the record.

Thank you,

Harry Plant

228 Seale Ave
Palo Alto, CA 94301-3731
(650) 302-5155
hkplant@gmail.com

From: [Mendoza, Clarissa](#)
To: [Council, City](#)
Cc: [Francois, Matthew](#); [Lanferman, David](#); klayendecker@castilleja.org; nkauffman@castilleja.org; msr@jsmf.com; [Shikada, Ed](#); [Lait, Jonathan](#); [French, Amy](#); [Stump, Molly](#); [Yang, Albert](#)
Subject: Castilleja School CUP/Variance (File No. 16PLN-00238)
Date: Friday, May 13, 2022 2:15:26 PM
Attachments: [image001.png](#)
[2022 0513 D. Lanferman Letter to City Council of the City of Palo Alto.pdf](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Mayor Burt and Members of the City Council:

Attached please find written correspondence from Mr. Lanferman on behalf Castilleja School, in regards to the above-referenced Project.

Best,

Clarissa Mendoza

Legal Secretary

455 Market Street, Suite 1870 | San Francisco, CA 94105

O. (650) 263-7900 | D. (650) 320-1500 x7725

CMendoza@rutan.com | www.rutan.com



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May 13, 2022

VIA E-MAIL [City.Council@cityofpaloalto.org]

Honorable Patrick Burt, Mayor
and Members of the City Council
City of Palo Alto
250 Hamilton Avenue
Palo Alto, CA 94301

Re: Castilleja School CUP/Variance (File No. 16PLN-00238)

Dear Mayor Burt and Members of the City Council:

We serve as co-counsel with our colleague Mindie Romanowsky of Jorgenson, Siegel, McClure and Flegel, LLP, on behalf of our client, Castilleja School (“Castilleja” or the “School”), and write in support of the above-referenced application to improve educational opportunities for young women in modern and environmentally sustainable facilities at its long-standing location at 1310 Bryant Street (the “Project”). We urge the City Council to approve the Project as currently proposed by the School, allowing up to 540 students provided the School maintains a strict no net new trip standard in accordance with the proposed Transportation Demand Management (“TDM”) Plan. This application has been revised, refined, and improved as part of a multi-year City approval process. No further substantial refinements to the Project are needed nor would any such refinements be legally justified or supported.

The Project application has been pending for nearly six years. City Staff recommends approval of the Project. The City’s Architectural Review Board (“ARB”) and Planning & Transportation Commission (“PTC”) both previously recommended approval of the Project. Recently, three of the seven members of the PTC voted to cap enrollment at 450 students based on allegations from a few neighbors about their “lack of trust” in the City or the School. Lack of trust is not a valid basis on which to make a land use decision. As discussed below, the PTC plurality’s recommendation was arbitrary and unsupported by substantial evidence in the record, as required.

In **Section I**, below, we provide an overview of the Project and the applicable planning and zoning designations. In **Section II**, we explain why the School’s gradual, phased enrollment increase (from its current 422 students to 540 students) should be approved, consistent with the City Council’s direction in its motion from March 2021, subject to demonstrated effectiveness of the School’s TDM Plan. In **Section III**, we detail why the Project can be effectuated without a zoning text amendment for the proposed underground parking garage, a facility that is permitted in the R-1 zone, strongly encouraged by the City’s Comprehensive Plan, and does not count as gross floor area in the R-1 district. In **Section IV**, we explain why the 70 “special events” requested by the School (a substantial reduction from the 90-plus “special events” currently held)

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is justified and supported. Conversely, the recent arbitrary action by three members of the PTC, suggesting the elimination of 20 opportunities for athletic competitions, student performances, and/or social gatherings, is unsupported by substantial evidence. In **Section V**, we ask the City Council to seriously consider the hybrid parking option unanimously recommended by the ARB. This option results in no adverse impacts to traffic or trees and obviates the need for a parking adjustment. And, in **Section VI**, we detail the constitutionally protected rights that are at issue with this application, underscoring the need for the City to treat the School in a fair, rational, and equal manner.

I. Relevant Land Use Regulations and Project Background.

The Project site is located at 1310 Bryant Street, Palo Alto (the “Property”). Castilleja has operated its school at the Property since 1910. The School has operated under a conditional use permit (“CUP”) since 1960. The latest amendment to the CUP was approved in 2000.

The Property has a Comprehensive Plan land use designation of Single-Family Residential. “This designation applies to residential neighborhoods primarily characterized by detached single-family homes, typically with one dwelling unit on each lot. Private and public schools and churches are conditional uses requiring permits.” (Comprehensive Plan, Land Use & Community Design Element, p. 36.)

The Comprehensive Plan identifies schools, among other public-serving uses, as “essential components of neighborhood life” which “help build the bridge between neighborhoods and the wider community.” (Comprehensive Plan, Introduction, p. 2.) The City is committed to maintaining distinct neighborhoods and “delivering top-quality community services that meet the needs of and benefit all residents.” (*Id.*)

The Property is zoned Single-Family Residential District (R-1). Private schools are allowed in the R-1 zoning district with a conditional use permit. (Palo Alto Municipal Code [“PAMC”] § 18.12.030, Table 1.) The R-1 zoning district includes FAR standards aimed at single-family residential development, with maximum FARs of 0.45 for the first 5,000 square feet of lot size and 0.30 for the square footage of lot size in excess of 5,000 square feet. (PAMC § 18.12.040, Table 2.)

The floor area ratio (“FAR”) applicable to public schools is 1.0. (Comprehensive Plan, Land Use & Community Design Element, p. 40.) If the FAR for public schools were applied to the School, the Project would be significantly under the allowed FAR. For instance, a 1.0 FAR would allow for 286,783 square feet of gross floor area. By comparison, at build-out, the Project will consist of 128,687 square feet of gross floor area.¹

The Project proposes to: (1) demolish four older buildings and replace them with a modern, seismically-updated academic building, with state-of-the-art air filtration and energy-efficiency

¹ This figure reflects the Project square footage with Project Alternative 4 and Option E.

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systems, (2) build a new swimming pool to replace an existing pool, and (3) construct an underground parking facility to accommodate parking demand and Code mandated parking requirements.² Overall, the Project reduces building height and site development while resulting in a building that is more compatible with the residential character of the area than the existing buildings.

As acknowledged by Staff, Castilleja has a successful track record of actually reducing vehicle trips by nearly 30 percent between 2012 and 2019.³ In connection with the Project, Castilleja will implement an even more robust transportation plan that ties student enrollment increases to stringent daily and AM peak hour trip requirements. As such, enrollment can increase *if and only if* the Project results in no net new trips.

As shown by the comprehensive Environmental Impact Report (“EIR”) prepared by the City’s expert environmental consultants, all significant environmental impacts will be satisfactorily reduced to a “less than significant” level with Project Alternative 4, which includes a Dispersed Circulation/Reduced Garage approach. This environmentally superior alternative reduces the garage footprint, retains two homes, preserves trees, and disperses vehicle circulation to three drop off/pick up locations around the campus, in a manner similar to current drop-off/pick-up protocol.

Castilleja submitted the application for this Project on June 30, 2016. The City deemed the application “complete” on April 27, 2018. The Final EIR was published on July 29, 2020. Both the ARB and PTC recommended approval of the Project at meetings held in the Fall of 2020.⁴ The project recommended for approval by the ARB and PTC consisted of: (1) approving a Variance for the Project FAR, (2) increasing enrollment to 540 students, (3) allowing 74 “special events”, and (4) approving an 83-space underground parking facility.

At its March 29, 2021 meeting, the City Council unanimously adopted a motion (the “Motion”) directing Staff and the PTC to: (1) “Allow an enrollment increase starting at 450 students . . . [and] to identify a procedure to allow Castilleja to further increase enrollment up to 540 students in phases, contingent on their verified compliance with objective standards demonstrating ‘no net new trips’ resulting from the preceding enrollment limit”; (2) “[R]eview an underground parking facility alternative that allows a maximum of 50 percent of the required on-

² Additionally, the new building will be equipped with and powered by rooftop solar panels and served by water-efficient plumbing fixtures.

³ See, e.g., March 30, 2022 Staff Report to PTC, p. 63: “Over nine years of fall and spring TDM program monitoring, Castilleja has demonstrated the School is capable of reducing peak hour trips and maintaining these reductions. Since the monitoring began in 2012, Castilleja has achieved a reduction of 28% of the trips in the morning peak hour.”

⁴ While the PTC split 3-3 on one of the two CUP findings, a majority of the PTC recommended approval of the Variance findings, as well as the CUP finding that the proposed use “will not be detrimental or injurious to property or improvements in the vicinity, and will not be detrimental to the public health, safety, general welfare or convenience.” (PAMC § 18.76.010(c).)

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site parking to be below grade without counting against the project floor-area”; and (3) “[E]valuate 5 major events, and between 50 and 70 special events with no Sunday events.” Through that Motion, the Council also remanded the proposed Kellogg Building facade to the ARB to “reconsider the massing and the compatibility of the design within the residential neighborhood context.”

At its March 17, 2022 meeting, the ARB recommended the modified Kellogg Building facade that is included in the current Project plan set, with some suggested minor revisions to be reviewed by an ARB subcommittee. The ARB also unanimously recommended a hybrid parking option including the 69-space underground parking facility proposed under Option D with the surface-level changes proposed under Option E (the “Hybrid Option”). The ARB preferred the Hybrid Option because it placed more cars underground without compromising the tree protection zones (“TPZ”) of the redwood trees near the garage, while preserving protected tree 155.

The PTC held a continued hearing over three meeting dates in December 2021 and January 2022 to provide feedback and a show of opinion (via strawpoll votes) on the various items before them. At its January 19, 2022 meeting, the PTC took a straw poll where three members (Hechtman, Roohparvar, and Templeton) voted for a phased enrollment increase to 540 students and three members (Lauing, Summa, Chang) voted to cap enrollment at 450 students. At that meeting, the PTC also directed Staff to work with the School on preparing a more detailed version of the events table, specifying the types and timing of the events. The School provided this table to the City on February 2, 2022.

The PTC then held a continued hearing on the Project over two additional meeting dates in March 2022 and April 2022, to make formal recommendations on the matters remanded to them by the Council. In its report to the PTC, Staff recommended approval of the Project with a gradual, phased enrollment increase to 540 students based on demonstrated adherence to no net new trips through the TDM Plan. Staff did not support requiring the School to return to the PTC and Council each time it sought to increase student enrollment beyond 450 students, reasoning that: (1) the Project is appropriately conditioned to verify and incentivize compliance, (2) the Council intended to allow for enrollment increases to occur in a phased and gradual manner, provided specified performance measures were met, and (3) requiring further and repeated hearings would involve significant Staff resources and may continue to stoke resentment and frustration among the residents and the School each time a request is made.

At its April 20, 2022 meeting, three PTC Commissioners ignored the Staff recommendation and disregarded the Council’s direction by voting to recommend an enrollment “cap” at 450 students and to impose an illegal “moratorium” (as discussed in **Section II**, below) on future increases until certain Project improvements had been constructed. Under that unstudied new suggestion, Castilleja would then need to seek another amendment to the CUP at that time if it wished to increase enrollment and need to take that new application through the entire City process all over again. This same plurality of Commissioners also voted to restrict School events to 50 per year, citing to alleged but non-existent “impacts” that were carefully refuted by the EIR, and incorrectly claiming that these 50 events would be an increase from current

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conditions. In actuality, the School currently holds 90-plus events per year with more than 50 attendees.

With this background in mind, we turn to a discussion of the key issues facing the City Council and urge the Council to complete the work it started in March of 2021, and approve the Project for up to 540 students, a minimum of 70 special events, and the Hybrid Option. As explained below, such approval is the only one that would be supported by the facts and the law.

II. The City Council Should Approve the Phased Enrollment Increase Proposal Recommended By Staff.

The City Council's March 29th Motion "allow[ed] an enrollment increase staring at 450 students" and then directed Staff and the PTC to "identify a procedure to allow Castilleja to further increase enrollment up to 540 students in phases, contingent on their verified compliance with objective standards demonstrating 'no net new trips' resulting from the preceding enrollment limit, based on the [TDM] Plan Mitigation Measure 7a, and any additional TDM measure the City or Castilleja may find necessary to achieve the 'no net new trips' condition of approval" Notably, the City Council made the policy decision to conditionally provide for up to 540 students. There was no occasion for the PTC to further discuss or debate *whether* to allow for phased enrollment increases; but rather, only a request for PTC to recommend *how* to implement such future phased enrollment increases.

The City's professional Planning Staff developed a thoughtful and well-reasoned procedure to allow for phased enrollment increases up to 540 students. Specifically, the Staff-recommended procedure, which the School agrees to, would allow enrollment increases of 25 students per year only after the School demonstrates that it has complied with the Average Daily and AM Peak Hour trip thresholds, over three separate reporting periods. As such, the School cannot increase enrollment beyond 450 students unless and until it proves that it has maintained the existing trips associated with its current enrollment. Thus, even at maximum enrollment, 540 students cannot produce any more trips than 422 students.

Ignoring the City Council's request for a procedure to allow Castilleja to "further increase enrollment" "starting at 450 students" and increasing "up to 540 students in phases," and Staff's recommended procedure to accomplish this directive, three of the seven PTC commissioners voted instead to recommend imposing a cap on the School's enrollment at 450 students, and purported to impose a moratorium on seeking further CUP amendments to allow further enrollment increases until the Project improvements were developed. *There are several legal and related infirmities associated with the PTC plurality's action.*

First, the PTC plurality's recommendation is not supported by substantial evidence, as required. There is no evidence, let alone substantial evidence, to support the argument that a 450 student cap is necessary in order to avoid significant environmental impacts. Substantial evidence is defined as evidence of "ponderable legal significance . . . reasonable in nature, credible, and of solid value." (*Lucas Valley Homeowners Assn. v. County of Marin* (1991) 233 Cal.App.3d

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130, 142.) Substantial evidence includes “fact, a reasonable assumption predicted upon fact, or expert opinion supported by fact.” (Public Resources Code § 21080(e).) Substantial evidence does not include “argument, speculation, unsubstantiated opinion or narrative, [or] evidence that is clearly inaccurate or erroneous . . .” (*Id.*)

The EIR and resulting studies prepared by the City’s expert environmental consultants provide substantial and unrefuted evidence to the contrary—that the Project as proposed will *not* result in significant traffic, noise, or parking impacts. The EIR’s Mitigation Measure 7a already requires the School to implement a TDM Plan to maintain an average daily trip count of 1,296 (2.4 trips per student) and maintain maximum average daily AM peak hour trips of 440, to address an identified impact related to increased traffic on the segment of Emerson Street between Melville Avenue and Embarcadero Road.⁵ Implementing this mitigation measure as part of Alternative 4 reduces this significant impact to a “less than significant” level. No further mitigation, much less a “hard cap” on enrollment, is justified or appropriate. The lack of substantial evidence to support a 450-student cap was succinctly summarized by Commissioner Hechtman at the April 20, 2022 PTC meeting. (*See* Draft Verbatim Minutes, April 20, 2022 PTC Meeting, pp. 35-36, *see also Id.* at pp. 46-47.)

Some of the three Commissioners who supported capping enrollment at 450 students cited an alleged “lack of trust” between the neighbors and the School and a perceived need for “healing” as a reason to limit enrollment at 450 students. Another Commissioner cited the School’s supposed lack of a track record. Such statements of subjective personal opinion and hearsay do not constitute facts, reasonable assumptions predicated on facts, or expert opinions supported by facts. Moreover, those assertions are belied by the actual evidence in the record, including the School’s nine year “track record” of successfully reducing peak hour trips and maintaining those reductions.⁶ It is noteworthy, and highly objectionable, that none of the Commissioners who voted to cap enrollment at 450 students provided valid reasons or evidence explaining why the procedure recommended by the Staff, implementing the Council’s motion, was lacking.

One Commissioner referred to the School’s parking demand study (voluntarily submitted in response to the request of Staff, but not required by relevant City Code provisions), which indicated a potential “parking demand deficit” of 19 to 25 spaces under Options D and E, respectively, as a basis for suggesting the enrollment cap. Even though not germane to Code-required parking levels, the parking demand study had not taken into account the School’s TDM Plan—and cannot be considered in a vacuum. As explained by the expert consultant reports in the record, the implementation of the School’s TDM Plan will have two beneficial effects: (1) it will reduce and limit the number of vehicle trips; and (2) it will also have the effect of reducing parking

⁵ The PTC went a step further and recommended a condition requiring that the Project not result in any net new trips, which lowers the average daily trips to 1,198 and the AM peak hour trips to 383. The School has agreed to abide by this “no net new trip” standard.

⁶ *See* fn. 3, *supra*; *see also* March 30, 2022 Staff Report to PTC, p. 63, noting that since City enforcement action began, “Castilleja School has worked cooperatively with the City to gradually reduce enrollment and lessen the impact of events on the surrounding neighborhood.”

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demand by 27 spaces.⁷ Accordingly, the Project—including the TDM Plan—will provide more than enough parking spaces to handle even the largest (25 space) projected “demand gap.” A copy of this letter has been provided to City Staff under separate cover. With the proposed TDM Plan, there is ample parking to handle the demand associated with the maximum eventual enrollment increase to 540 students.

Another commissioner stated that a 450-student cap was needed to avoid significant “traffic impacts.” She asserted that the EIR had not evaluated traffic impacts in terms of vehicle miles traveled (“VMT”). As correctly pointed out by the City’s environmental consultant, the EIR’s analysis of potential traffic impacts was not required to use a VMT metric because the CEQA Guidelines in effect at the time of the EIR did not call for VMT analysis and the subsequent amendment to the Guidelines adding VMT analysis did not go into effect until after the Final EIR was prepared. (CEQA Guidelines § 15064.3(c).) The CEQA Guidelines themselves expressly mandate that decisions on which metric to use to study environmental impacts are made at the Draft EIR phase, *not* after the Final EIR. (CEQA Guidelines § 15007(c) [“If a document meets the content requirements in effect when the document is set out for public review, the document shall not need to be revised to conform to any new content requirements in guideline amendments taking effect before the document is finally approved.”].) The EIR plainly and unmistakably concludes that the Project’s 540 student enrollment will not result in any significant traffic impacts if Alternative 4 is implemented, as proposed.

Second, the PTC plurality’s motion to cap enrollment at 450 students in effect sought to impose an unlawful moratorium on the School, by prohibiting the School from seeking any further enrollment increases (phased or otherwise) until after Project construction is complete. Such an action is patently unlawful under state law. A planning moratorium, such as that embraced by the PTC plurality, can only be imposed by a legislative body based on a finding that there is a current and “immediate threat to public health, safety, and welfare.” (Government Code § 65858.) No such findings were made or suggested by the PTC. No such findings could be justified by the record evidence, at the PTC or at the Council level. Moreover, it is well settled that a city cannot use such a moratorium to prohibit the processing of a development application. (*Building Industry Legal Defense Foundation v. Superior Court* (1999) 72 Cal.App.4th 1410; *Selinger v. City Council* (1989) 216 Cal.App.3d 259.)

Third, the plurality’s action to cap enrollment at 450 is in direct conflict with the PTC majority vote in November 2020, *rejecting* the imposition of an enrollment cap of 450 students in favor of a phased enrollment increase to 540 students predicated on compliance with a no net new trip standard. (Minutes, November 18, 2020 Meeting, pp. 46, 59.) This raises legal concerns related to the certainty and finality of administrative decisions by the PTC. (*See, e.g., City and County of San Francisco v. Ang* (1979) 97 Cal.App.3d 673, 679 [“Whenever any board, tribunal, or person is by law vested with authority to decide a question, such decision, when made is *res*

⁷ See May 11, 2022 from Elizabeth Hughes, TDM Specialists, Inc. to Kathy Layendecker, Associate Head for Finance and Operations. A copy of this letter has been provided to City Staff under separate cover.

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judicata, and as conclusive of the issues involved in the decision as though the adjudication had been made by a court of general jurisdiction.”]; *accord*, *California Coastal Commission v. Superior Court* (1989) 210 Cal.App.3d 1488, 1501; *see also* 83 AM JUR 2D *Zoning and Planning* § 741 [“*Res judicata* applies to administrative zoning decisions in order to promote finality of decisions unless it is shown that there has been a substantial change of circumstances since the earlier ruling.”].)

Actions by the PTC or its members that disregard the Council’s directives and which revert back and seek to revive a failed PTC motion from November 2020 is exactly the type of “infinite loop” that Councilmember Tanaka warned against at the March 29, 2021 City Council hearing on the Project.

Finally, the maleffect of the PTC plurality’s suggested procedure would bring any and all requests for phased enrollment increases back to the PTC and City Council for review. This entire process would replay itself again (and potentially again) for no valid purpose. Castilleja has spent nearly six (6) years processing the application for the Project, to provide updated and improved educational facilities for up to 540 students, growing at no more than 25 students per year and only if existing trip counts are maintained. The Project’s environmentally sustainable improvements are specifically designed to serve up to 540 students. Integral to the Project is an intricate and robust TDM Plan to ensure no net new trips result as enrollment increases. In addition to being unsupported by the evidence, capping enrollment at 450 students is arbitrary and irrational, would unnecessarily resuscitate the debate over issues that have been fully vetted and addressed, and would undoubtedly result in a waste of scarce municipal and School resources.

Castilleja respectfully asks the Council to approve the phased enrollment increase procedure starting with 450 students and gradually increasing up to 540 students which was developed and recommended by Staff. It is the only action that is supported by substantial evidence (including the EIR) and that comports with the unanimous Council Motion.

III. The Project Does Not Require A Text Amendment For Below Grade Parking.

There are a myriad of reasons which support the City Council’s ability to construe the City Code as *not* counting the proposed underground parking facility as “gross floor area.” Such below-grade parking facilities are strongly encouraged by the Comprehensive Plan and are permitted in the R-1 district. There is no question that such below-grade parking does not “count” as gross floor area in any other zoning district. Further, in the R-1 district, gross floor area applies to surface-level features—with the explicit exception of *residential* underground garages. Nothing in the Code requires that *non-residential* garages count toward gross floor area.

This Project is a non-residential, institutional use that seeks to provide some of its parking spaces below grade as encouraged by the Comprehensive Plan, and to preserve trees and limit street-level parking. It should be treated consistently with the City’s treatment of the Congregation Kol Emeth project, the only other instance where below grade parking was proposed by a non-

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residential use in the R-1 zone. The City there determined that a larger, underground parking facility did not count as gross floor area.

In addition to the aforementioned high-level reasons to support below grade parking without requiring an amendment to the text of the Zoning Code, the following provides a more detailed discussion of this position.

As a preliminary matter, the Council did not ask for the Code to be amended to specify that an underground parking facility counts as gross floor area in certain instances. In its March 29th Motion, the Council unanimously voted to “[d]irect Staff and the PTC to review an underground parking facility alternative that allows a maximum of 50 percent of the required on-site parking to be below grade without counting against project floor area.” To be clear, your March 29th Motion, did not ask for a text amendment or remand to PTC for consideration of a text amendment. Instead, you asked PTC to review an alternative that allows 50 percent of the required parking to be below grade without counting against the project floor area. ***The plain language of the Motion controls with respect to the fact that no text amendment was requested or referred to the PTC.*** (See, e.g., *Lateef v. City of Madera* (2020) 45 Cal.App.5th 245, 253 [“The Legislature’s chosen language is the most reliable indicator of its intent because it is the language of the statute itself that has successfully braved the legislative gauntlet.”].)

It is true that at its March 15, 2021 hearing, a bare majority of the City Council voted that the underground parking facility should not be considered a basement and to “return to Council” with possible alternative text changes, i.e., “an alternative text change counting all the underground garage as floor area,” or not counting any of it as floor area, or partially counting it as floor area. (Summary Minutes, City Council Meeting, March 15, 2021, p. 26.) In reality, a text amendment would only be needed if four members of the Council thought the underground garage should count as gross floor area. According to the Minutes of that meeting, only two members—then-Mayor Dubois and Councilmember Stone—expressed that view.

Second, even assuming, *arguendo*, the Council initiated the process for a text amendment in March 2021, any such request would have lapsed and become inoperative as a matter of law. Zoning Code Section 18.80.090 requires the PTC to forward its recommendation on any text amendment to the Council within 180 days (i.e., by September 2021) “unless extended by the council.” There was no extension of time sought nor granted by the Council here. ***Thus, any purported Council-initiated text amendment request is null and void.*** (See, e.g., *Tran v. County of Los Angeles* (2022) 74 Cal.App.5th 154 [because agency failed to act on a permit within the timeframe specified by the city code, its subsequent action on the permit amounted to a prejudicial abuse of discretion]; see also *Ursino v. Superior Court* (1974) 39 Cal.App.3d 611, 619 [court finds time limits imposed on administrative action on appeal “clearly show that the legislative intent was to make these time provisions mandatory, rather than directory, and that the designation of time was intended as a limitation of power, authority or right”]; and *Tregambo v. Comanche etc. Co.* (1881) 57 Cal. 501, 503 [where a statute “absolutely fixes the time within which an act must be done, it is peremptory” and the act “cannot be done at any other time, unless during the .

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. . prescribed time it has been extended by an order made for that purpose under authority of law.”].)

When the PTC did consider the issue of a possible text amendment in April 2022, members of the PTC expressed concerns with it and so did not make a recommendation on it. The PTC did, however, unanimously vote in support of Option E, which includes 50 percent of the Project’s required parking in the underground parking facility. ***As such, and in accordance with the Council’s Motion, the PTC embraced an underground parking facility containing 50 percent of the required on-site parking as not counting against project floor area—without a text amendment.***

Third, imposing limits on underground parking or making it more difficult to rely on below-grade parking space by counting such space as gross floor area would appear to be inconsistent with the Comprehensive Plan. The City’s Comprehensive Plan “[s]trongly encourage[s] the use of below-grade or structured parking” facilities “for new developments of all types . . .” (Comprehensive Plan, Transportation Element, Policy T-5.6; *see also* Comprehensive Plan, Land Use & Community Design Element, Policy L-9.2 [design garages to meet high-quality urban design standards, including elements such as screened parking or underground parking].) The proposed text amendment would be a restriction on underground parking, effectively discouraging its use, and thus would be in direct conflict with highly relevant Comprehensive Plan policies. An amendment to the text of a zoning ordinance that is inconsistent with a Comprehensive [General] Plan is invalid when passed. (*Leshner Communications v. City of Walnut Creek* (1990) 52 Cal.3d 531, 544.) As the Supreme Court colorfully explained, zoning ordinances must conform to general plans, not the other way around: “The tail does not wag the dog.” (*Id.*) Further, counting underground parking as gross floor area while surface-level parking would be exempt would perversely encourage the development of more surface-level parking, contrary to modern planning/design principles and practices.

Fourth, underground parking for non-residential uses is permitted in all zoning districts, including R-1. (PAMC §§ 18.12.080(a)(1), 18.54.020(a)(1).) In the R-1 zone, “gross floor area” is defined in reference to surface structures and features. (PAMC § 18.04.030(a)(65)(C) [gross floor area means “the total covered area of all floors of a main structure and accessory structures” greater than 120 square feet in area].) By comparison, underground parking for residential uses is prohibited in the R-1 zone except pursuant to a variance “in which case the area of the underground garage shall be counted in determining the floor area for the site.” (PAMC § 18.12.060(e).) The fact that the City Code contains no such provision counting underground garages for non-residential uses as gross floor area strongly implies that a different result is intended. (*Briggs v. Eden Council for Hope & Opportunity* (1999) 19 Cal.4th 1106, 1117 [“Where different words or phrases are used in the same connection in different parts of a statute, it is presumed the Legislature intended a different meaning.”]; *In re D.S.* (2012) 207 Cal.App.4th 1088, 1101 [“Where a statute contains a given provision, the omission of such provision from a similar statute concerning a related subject is significant to show different legislative intent.”]; and *Yoo v. Shewry* (2010) 186 Cal.App.4th 131, 146 [“[W]hen the Legislature has carefully employed a term in one place and has excluded it in another, it should not be implied where excluded.”].)

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By contrast, in every commercial district, underground parking does **not** count as gross floor area. (PAMC § 18.04.030(a)(65)(B)(i).) There is no valid reason for a different rule to apply in the R-1 zone for a non-residential use, such as a school.

Moreover, the proposed text amendment to **add** underground parking facilities to the list of building features included in the calculation of gross floor area could apply only prospectively to new applications arising after the effective date of the new ordinance. (*Woody's Group, Inc. v. City of Newport Beach* (2015) 233 Cal.App.4th 1012, 1016 [city cannot “change the rules in the middle of the game”]; *Security National Guaranty, Inc. v. California Coastal Commission* (2008) 159 Cal.App.4th 402, 419-420, 422-423 [applicant “was entitled to have its development proposal judged by the standards in effect at the time of its application.”]; and *City of San Jose v. International Assn. of Firefighters, Local 230* (2009) 178 Cal.App.4th 408, 419 [“New statutes are presumed to operate only prospectively absent some clear indication that the Legislature intended otherwise.”].)

Fifth, it appears that the City has only had to deal with the issue of whether to count underground parking for a non-residential use in the R-1 zone as gross floor area in one other instance. In that case, involving a 109-space, 37,249 square foot underground parking facility for Congregation Kol Emeth, the City approved that project not counting any of that space as gross floor area. More than half of that parking facility was not located under a building so as to qualify as exempt basement space. The fact that this issue appears to have only arisen twice underscores why there is no need for the Council to amend the City Code to address it. Certainly there cannot be one rule that applies when a project is not opposed by neighbors and a different rule that applies when a project is opposed by certain neighbors.

Instead, the Council can and should construe its Code as not counting the Hybrid Option unanimously recommended by the ARB (or Option E) as gross floor area. PAMC Section 18.01.025 authorizes the Planning Director (and the Council) to interpret the Zoning Code whenever in the opinion of the Planning Director or the Council there is a question regarding the interpretation of the Zoning Code “to any specific case or situation.” Courts have long recognized the “strong policy reason[s] for allowing the governmental body which passe[d] legislation to be given a chance to interpret or clarify its intention concerning that legislation,” noting the “construction placed on a piece of legislation by the enacting body is of very persuasive significance.” (*City of Walnut Creek v. County of Contra Costa* (1980) 101 Cal.App.3d 1012, 1021; accord, *Berkeley Hills Watershed Coalition v. City of Berkeley* (2019) 31 Cal.App.5th 880, 896 [“a city’s interpretation of its own ordinance is entitled to great weight unless it is clearly erroneous or unauthorized.”].)

In a recent case, the Court of Appeal ruled that because an ordinance permitting rental of residential properties did not say anything about the duration of the rentals, “the City cannot credibly insist its ordinances permit long-term residential rentals but have always banned short-term rentals. That interpretation makes no sense.” (*Keen v. City of Manhattan Beach* (2022) 77

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Cal.App.5th 142, 148.)⁸ Here, similarly, the City Code unquestionably permits underground parking facilities for non-residential uses in the R-1 zone and nowhere says the square footage of those facilities counts as gross floor area. They would only be so counted as a result of the proposed text amendment. Thus, it would be contrary to the surrounding Code provisions, inconsistent with the City's prior approval of Kol Emeth, and non-sensical for the City to maintain that its current Code somehow tacitly intended to count those facilities as gross floor area.

Finally, if the Council somehow feels that it must amend the Code to allow the proposed underground parking facility, we urge the Council to reconsider the proposed "50 percent" criterion. The Hybrid Option, which places approximately 66 percent of the Code required parking underground, avoids all impacts to trees and results in no significant traffic impacts. Thus, the potential "impacts" cited as justification for proposing a 50 percent limit on underground parking are completely avoided by the slightly larger Hybrid Option.

In sum, the text amendment is legally unnecessary, highly arbitrary, and serves only to complicate the Project. As shown by the lack of a recommendation from the PTC, it creates more confusion than clarity.

IV. The City Council Should Approve 70 "Special Events."

At its November 4, 2020 meeting, the PTC voted 5-2 to allow the School to conduct 74 special events. In its Motion, the City Council directed Staff and the PTC to evaluate between 50 and 70 special events, with no Sunday events.

Historically, in a given academic year, the School has regularly held over 90 "special events" that are typical for a school to support the programmatic and developmental priorities of the educational experience. And while the proposed conditions of approval defines the term "special events" as applicable to campus gatherings with 50 attendees or more, ***it should be emphasized that these "special events" are integral programs which constitute the fabric of any educational experience.*** Indeed, these "special events" include student performances, academic showcases, athletic competitions, social events, parent group meetings, admissions meetings, orientation events, and celebrations. ***Reducing the number of "special events" to anything lower than 70 would materially frustrate the educational and extracurricular experience without any rational or legal justification.*** And, given that the school has historically held over 90 "special events," a reduction to 70 events could only have a positive impact on traffic and noise conditions. The EIR verifies this to be true, by concluding that proposed Alternative 4 would not result in significant traffic or noise impacts.

Despite a prior PTC majority vote to allow 74 special events, two of the seven PTC Commissioners (Commissioner Chang and Vice Chair Summa) recommended 50 events, citing

⁸ *Accord, Protect Our Neighborhoods v. City of Palm Springs* (2022) 73 Cal.App.5th 667 [City Staff and Council properly interpreted zoning ordinance that permitted residential use and uses "ancillary and secondary" thereto, as permitting—not prohibiting—short term rental uses].

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unsubstantiated noise and traffic concerns, and claiming—incorrectly—that 70 events would be an increase from current event levels. Chair Lauing did not express a strong view, stating 50 to 70 is the right range, but noted it was hard to choose a figure, so erred on the lower number.

Commissioners Templeton and Hechtman cited the lack of substantial evidence to support less than 70 special events and expressed strong concerns about the harmful effects on students of arbitrarily reducing the number of events from 70 to 50, depriving these students of the ability to participate in both academic and athletic extra-curricular activities. They also noted that the 20 events that would be eliminated included things like sporting events, student performances, and social events like dances, and other activities where students and faculty come together on campus. They further noted that no other schools in the area are so limited in terms of special events and it would amount to an overreach and micromanagement of the School.

Commissioner Chang cited no evidence in support of her claim that special events, which are subject to the School’s TDM Plan, would result in adverse traffic impacts. The EIR concludes that the Project will result in no significant, unmitigated traffic impacts. As to noise, she generally referenced testimony of neighbors about car doors closing and people talking/walking in the neighborhood at night. The EIR concludes that the Project will result in no significant, unmitigated noise impacts. Even at 70 special events, the Project will reduce the School’s special events by nearly 25 percent and thus serve to reduce noise rather than increase it. Moreover, opinions rendered by non-experts on technical issues, like noise, do not constitute substantial evidence. (*Jensen v. City of Santa Rosa* (2018) 23 Cal.App.5th 877, 894; *accord, Bowman v. City of Berkeley* (2004) 122 Cal.App.4th 572, 583; *see also Porterville Citizens for Responsible Hillside Development v. City of Porterville* (2007) 157 Cal.App.4th 885, 906 [court observes that “dire predictions by non-experts regarding the consequences of a project do not constitute substantial evidence.”].)

The PTC recommendation is not supported by substantial evidence, as required. No comparable school in Palo Alto or surrounding areas has events limited in the way the events are defined or how they are regulated. (*See Comparative CUP Event Matrix dated February 24, 2022* [“Matrix”] submitted to the City.) The Matrix shows a detailed overview of “events” held at other schools in Palo Alto and is evidence of the fact that “events” are defined for each school/use permit in a myriad of ways. In some cases, “events” are not defined at all. Without exception, the Matrix illustrates how no school is limited in “events” in a comparable way to the highly restrictive “event” limitations proposed for Castilleja. Case in point, one independent school is limited in events, but “events” are not defined in their CUP and their athletics calendar shows ***more than 12 games listed in one month*** alone. By contrast, according to the proposed definition of “special event” for Castilleja, each athletic “event” over 50 attendees would count as a “special event” for Castilleja.

Arbitrarily limiting the number of events to 50 would have harmful impacts on the student body and amounts to micromanaging the School, without any rational or legal justification.

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V. The City Council Should Embrace The Hybrid Option.

The Council's Motion directed Staff and the PTC to review an underground parking facility alternative that would allow a maximum of 50 percent of the required on-site parking to be below grade without counting against project floor-area. The Project's required parking on-site parking is 104 spaces. Thus, 50 percent of the required on-site parking is 52 spaces.

The ARB unanimously recommended the Hybrid Option because it places more cars underground. As Commissioner Baltay noted, having more underground parking would be valuable in the long run for the neighborhood and community because it would leave more room for bicyclists and neighborhood parking. (ARB Summary Minutes, March 17, 2022, p. 25.) The Hybrid Option combines the underground garage portion of Option D with the surface level features of Option E. It minimally increases the underground parking from 52 to 69 spaces while preserving all protected trees and not encroaching into the TPZ for any protected tree. (March 24, 2022 Memorandum from Katherine Waugh to Amy French, p. 3.) In addition, the Hybrid Option fully parks the Project and does not necessitate a parking adjustment.

The School would prefer the Hybrid Option, which does not result in significant impacts to traffic, noise, or trees. Despite the slightly larger garage, enrollment is still regulated and controlled by adherence to strict trip caps. The existence of the garage or its size does not equate to more traffic. Moreover, under proposed Alternative 4, drop-offs/pick-ups would be distributed among three locations—the parking garage, the loop driveway on Bryant Street, and the loop driveway on Kellogg Avenue. Students would be assigned to a specific drop-off/pick-up location as part of the School's TDM Plan. The EIR concluded that the distributed drop-off/pick-up alternative (even with the slightly larger 82-space garage) would not result in any significant traffic impacts. Thus, it follows that the Hybrid Option (with 69 spaces) would not induce significant impacts.

The PTC unanimously recommended Option E, believing that they had to in light of their interpretation of the Council's Motion. Yet, the Hybrid Option is equally protective of trees as Option E. Some PTC commissioners claimed that garage would be closer to the TPZ of one tree under the Hybrid Option than Under Option E. But, as confirmed by the City Arborist, the Hybrid Option garage is also located outside the TPZ for this tree. Expanding tree protections beyond the TPZ identified and recognized by the City's Tree Technical Manual ("TTM") would be arbitrary and contrary to the TTM.

VI. Denial of the Project or Imposition of Unreasonable or Unjustified Conditions Would Violate Castilleja's Constitutionally Protected Rights.

A. Rights To Be Free From Arbitrary And Irrational Government Action.

The touchstone of substantive due process is the protection of the individual against arbitrary government action; the due process clause was intended to prevent government officials from abusing their power or employing it as an instrument of oppression. (*Wolff v. McDonnell*,

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(1974) 418 U.S. 539, 558; *Collins v. City of Harker Heights* (1992) 503 U.S. 115, 126.) A violation of substantive due process rights occurs if a government agency's actions are (1) irrational or arbitrary or (2) not rationally related to a legitimate government interest. (*Euclid v. Ambler Realty Co.* (1926) 272 U.S. 365 ["Due Process" applies in local zoning actions]; *Lingle v. Chevron* (2005) 544 U.S. 528.)

In *Arnel Development Co. v. City of Costa Mesa* (1981) 126 Cal.App.3d 330, 337, the Court of Appeal ruled that enactment of an ordinance downzoning certain property was arbitrary and discriminatory where enacted without considering appropriate planning or land use criteria and for the sole and specific purpose of defeating a single development proposal.⁹ (*See also Del Monte Dunes, Ltd. v. City of Monterey* (9th Cir. 1990) 920 F.2d 1496, 1508 [federal court finds local agency's land use decision, motivated by "political pressure from neighbors" instead of legitimate regulatory concerns, to support a substantive due process claim].)

It would be arbitrary and irrational for the City to deny the Project, including the Variance, or capping the enrollment at 450 students, as set forth above. As in *Arnel* and *Del Monte Dunes*, both *supra*, the PTC plurality did not consider appropriate planning or land use criteria with respect to this issue or the arbitrary and unsupported cap on special events. Requiring that Castilleja's application be subject to a zoning text amendment for its underground garage when no other comparable property owner or project applicant has been subjected to such treatment would further underscore the inconsistent, arbitrary and irrational treatment that has sometimes been applied during the public review of this Project. Former PTC Commissioner Alcheck specifically questioned the City's constantly shifting goal posts when it came to the Project. ("Planning Commissioner calls out city for shifting 'goal posts' on Castilleja," *Palo Alto Weekly*, December 16, 2021.)

It is therefore important that the City Council acknowledge that there is no legal or policy need for a text amendment here, and for Council to recognize that the City's existing Code provisions provide ample authority for the Council to approve the below-grade parking as recommended by Staff without counting against gross floor area. By contrast, unjustified or arbitrary actions by the City which impair or deny the applicant's rights otherwise might unnecessarily expose the City to the risk of judicial intervention and costly litigation.

B. Rights To Be Treated In A Fair And Equal Manner With Similarly Situated Applicants.

The Fourteenth Amendment to the United States Constitution provides that no state shall deny to any person within its jurisdiction the equal protection of the laws. (*See also* Cal. Con., art. I, sec. 7.) The concept of equal protection has been defined to mean that no person or class of persons may be denied the same protection of law that is enjoyed by other persons or other classes

⁹ The *Arnel* court noted that the ordinance was "not rationally related to the general regional public welfare, but, at best, to conserving the interests of the adjoining property owners and residents of the immediate area." (*Arnel, supra*, 126 Cal.App.3d at 337.)

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in like circumstances. (*Hawn v. County of Ventura* (1977) 73 Cal.App.3d 1009, 1018.) A claimant must show that the state “has adopted a classification that affects two or more *similarly situated* groups in an unequal manner.” (*Walgreen Co. v. City & County of San Francisco* (2010) 185 Cal.App.4th 424, 434 [emphasis in the original].) “[A] deliberate, irrational discrimination, even if it is against one person (or other entity) rather than a group, is actionable under the equal protection clause.” (*World Outreach Conference Center v. City of Chicago* (7th Cir. 2009) 591 F.3d 531, 538.) Recognizing the fact that Castilleja is an all-girls school, such unequal treatment could implicate heightened scrutiny by a reviewing court. (*City of Cleburne v. Cleburne Living Center* (1985) 473 U.S. 432, 440-441 [“Legislative classifications based on gender also call for a heightened standard of review. . . . A gender classification fails unless it is substantially related to a sufficiently important governmental interest.”].)

Former PTC Commissioner Michael Alcheck equated the City’s treatment of the School and proposed imposition of certain conditions on the Project to the oppressive treatment of women in the dystopian novel, The Handmaid’s Tale:

What is the logic behind saying in response to your request to modernize your campus and increase your enrollment you shall not have any matinees on Sunday? Was an episode of Handmaid's Tale on in the background when whoever was coming up with this Conditions of Approval, you know, was working on it? When there is no logic, when the rules we’re applying are done in a manner that is indefensibl[e] . . . alarms should be going off in the progressive West. We should be asking ourselves are we facilitating gender discrimination?

(Verbatim Minutes, December 15, 2021 PTC Meeting, p. 131.) Mr. Alcheck also strongly criticized the dysfunctional review process and was quoted as calling out the City for “shifting [the] goal posts on Castilleja.” (Palo Alto Weekly, December 16, 2021; *see also* Verbatim Minutes, December 15, 2021 PTC Meeting, p. 134.)

At the March 30, 2022 PTC meeting, Roger McCarthy, a Member of the Governing Council of the National Academy of Engineering, spoke about the critical role all-girls schools play in increasing the number of women in STEM fields, noting that many young women have missed out on the opportunity to receive a high quality education from the School due to the long and drawn-out approval process.

In voting against the recommendation to limit the School’s special events to 50, PTC Commissioner Hechtman stated that it would be “presumptuous and a micromanagement” by the City to so arbitrarily and drastically limit the number of academic and athletic extra-curricular activities for young women. (Draft Verbatim Minutes, April 20, 2022 PTC Meeting, p. 60.) He also correctly noted that most schools do not have limits on special events. (*Id.* at p. 49.) Commissioner Templeton agreed, emphasizing that the School had already significantly reduced the number of events—from over 90 to 70—and that reducing it further would be “going too far.” (*Id.* at pp. 62, 67.) She also stressed that such a reduction would be harmful to the student

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population, depriving them of much needed opportunities to socialize, gather on campus, and meet their teachers. (*Id.*)

The State Planning & Zoning Laws prohibit cities from exercising their local zoning power in a discriminatory manner. Specifically, Government Code Section 65008 prohibits any zoning or planning action by a local government that denies any individual or group the enjoyment of residence, landownership, or any other land use because of, among other factors, their gender. (*Harrison v. City of Rancho Mirage* (2015) 243 Cal.App.4th 162, 177.)

In *Village of Willowbrook v. Olech* (2000) 528 U.S. 562, the U.S. Supreme Court ruled that a plaintiff stated a viable equal protection cause of action based on claims that a municipality required a 33-foot easement from her as a condition of connecting her property to the municipal water supply when it had only required a 15-foot easement from other similarly situated property owners. The Ninth Circuit has likewise upheld equal protection claims brought by property owners that were discriminated against or treated unfairly by local agencies as part of the land use approval process. (*See, e.g., Herrington v. County of Sonoma* (9th Cir. 1987) 834 F.2d 1488 [denial of proposed subdivision and subsequent downzoning violated property owner's equal protection rights where there was evidence that county had approved sizable residential development projects on three other agricultural properties shortly after it rejected the owner's proposal] and *Del Monte Dunes, Ltd., supra* [allegation that city arbitrarily and unreasonably limited use and development of property and set aside open space for public use, whereas owners of comparable properties were not subjected to these conditions and restrictions states viable equal protection claim].)¹⁰

In *Academy of Our Lady of Peace v. City of San Diego* 2012 U.S. Dist. LEXIS 191020, the U.S. District Court for the Southern District of California ruled in favor of an all-girls school in connection with a city's denial of permits to modernize its school campus. Specifically, the school filed numerous constitutional and statutory claims against the city, including for denial of equal protection. The federal court denied the city's summary judgment motion as to this claim, reasoning that the school had produced sufficient evidence demonstrating that the city had intentionally treated the school differently than other similarly situated property owners. Here, that evidence would consist of, among others, arbitrary limits on enrollment, events, and/or trips not tied to actual environmental impacts, unprecedented treatment of the Project garage as gross floor area, and onerous conditions related to, among others, traffic monitoring. For instance, the Project conditions require daily counts of trips. Not even Stanford University is subject to such stringent conditions in connection with ongoing school operations. Instead, Stanford must conduct counts over an eight week period—two in the fall semester and six in the spring semester.

Here, there are several aspects of City's proposal which would unjustifiably treat Castilleja differently from how the City has treated other similarly-situated applicants. No other similar school facility has had its enrollment or event numbers limited in such a manner, nor has any

¹⁰ See also *Fry v. Hayward* (N.D. Cal. 1988) 701 F.Supp. 179 [zoning restrictions applicable to just one of several open space areas in City, without rational basis for selective application, were invalidated for denial of equal protection].

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comparable facility in the City been required to monitor trips on a daily basis. The larger Congregation Kol Emeth underground parking facility was not counted as gross floor area. Requiring a text amendment as a precondition for approval of the Castilleja Project when none was needed for Congregation Kol Emeth raises obvious concerns of disparate treatment.

In short, denying the Project or subjecting the School to different or more burdensome requirements than imposed on similarly situated property owners would deprive Castilleja of constitutionally protected rights to equal protection under the law. Such apparently discriminatory and unconstitutional treatment would unnecessarily expose the City to the risk of litigation, and a potential award of damages and attorneys' fees.

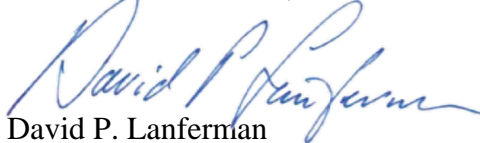
In closing, we recognize the thoughtful consideration of this Project by the City Council, the PTC, the ARB, and the City's Staff over the past six years, which has resulted in this carefully designed Project that now meets or exceeds all applicable City standards and goals.

We therefore respectfully urge the City Council to approve the Project Variance for a reduction in Project FAR and the Project CUP in a manner that: (1) allows for up to 540 students through phased, gradual enrollment increases tied to no net new trips; (2) approves the Hybrid Option, without counting that space as gross floor area; and (3) allows the School to conduct 70 special events per year, which itself is a substantial reduction from current conditions.

Thank you for your consideration of our client's views on these important matters. Representatives of the School, including its legal counsel, will be in attendance at your May 23, 2022 City Council hearing on the Project. In the meantime, please do not hesitate to contact me or my partner Matt Francois with any questions regarding this correspondence.

Very truly yours,

RUTAN & TUCKER, LLP



David P. Lanferman

cc: Nanci Kauffman, Castilleja Head of School
Kathy Layendecker, Castilleja Associate Head of School for Finance and Operations
Mindie Romanowsky, Co-Counsel
Matthew Francois, Co-Counsel
Ed Shikada, City Manager
Jonathan Lait, Planning Director
Amy French, Chief Planning Official
Molly Stump, City Attorney
Albert Yang, Assistant City Attorney

From: [Bob Kocher](#)
To: [Council, City](#)
Subject: Supporting Castilleja's project
Date: Friday, May 13, 2022 1:23:23 PM

Some people who received this message don't often get email from bobkocher37@gmail.com.
[Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear City Council,

I am a near neighbor of Castilleja, and I support the underground garage.

I am a near neighbor of Castilleja, and I trust the school to comply with enrollment limits.

I am a near neighbor of Castilleja, and I think the level of traffic monitoring that has been proposed is excessive, but if that is the path to 540, then onward.

I am a near neighbor of Castilleja, and I am grateful that the school has reduced traffic in the neighborhood and improved my quality of life.

I am a near neighbor of Castilleja, and I am aware that proximity to this outstanding school makes my property more desirable.

I am a near neighbor of Castilleja, and I look forward to an updated and more beautiful building in place of the dated structures on the campus now.

I am a near neighbor of Castilleja, and I hear more noise from Paly than I ever hear from Castilleja, Castilleja is a very small community and limits hours of operation, so noise from their small campus is not a concern for me.

I am a near neighbor, and I want to see the school open more opportunities to girls inside and outside Palo Alto. Tuition assistance changes the lives of students from communities that don't have schools as strong as those in ours.

I am a near neighbor for Castilleja, and I am not impacted by too many events. We live in a busy corner of the world near the intersection of Alma and Embarcadero. Castilleja events do not register in my daily life, and should not be blamed for impacts they do not cause.

I am a near neighbor of Castilleja, and I am surrounded by other near neighbors who support the school. Some of us are open with our support, and others are quiet for fear of retaliation.

I am a near neighbor of Castilleja, and I trust the school.

Please support this proposal and bring opportunities to girls and peace to my neighborhood.

Thank you,

Bob Kocher

From: [Gloria for Jade Rothbaum](#)
To: [Council, City](#)
Subject: Review of Castilleja Updates
Date: Friday, May 13, 2022 11:10:26 AM

Some people who received this message don't often get email from mommyrothbaum@gmail.com. [Learn why this is important](#)

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Dear City Council,

It's finally time to approve Castilleja's project. While I appreciate the thorough evaluation of their application, I think six years is more than enough time to reach a well-informed conclusion. Countless studies have been conducted. Hours upon hours of research, time, discussion, public commentary, city hearings, and revised plans have culminated in what's before you to evaluate on May 23.

Throughout this process, Castilleja has demonstrated its flexibility and openness. Its opposing neighbors have demonstrated quite the opposite. I have not seen those neighbors compromise. It's unreasonable to expect only one side to give in. That's not how compromise works.

Compromise is important. It's how we move forward. When we compromise, we don't get everything we want. But we do learn to work together toward a shared goal. And I believe that shared goal is to make the neighborhood better. The ARB recognized all of the efforts Castilleja made to shift its plans, as evidenced by the school's proposal of several design choices that enabled the ARB's vote of approval. I love the current design that includes greater setbacks from the street, lowered rooflines, a facade that blends into the character of Old Palo Alto, and that adds to the beautiful natural landscape in our community.

I sincerely hope you evaluate the ARB's approval as a sign that Castilleja's project is indeed ready for prime time, and that the School has been faithfully compromising in the spirit of moving forward, all while keeping the neighborhood in high regard.

From the beginning, the Environmental Impact Report, which was seen as one of the most comprehensive in the history of Palo Alto, showed that the underground garage could be built, removing cars from the neighborhood streets with no detrimental effects on the neighborhood. It's been debated extensively by leaders in the city, and the facts continue to support the building of the underground structure. The ARB listened to the FACTS when making their decision to approve Castilleja's plan.

The School's designs ensure that trees are preserved, so we can move forward knowing that:

- Trees are preserved.
- The garage will not bring more traffic because traffic is capped.

I hope you can keep these two FACTS at the forefront of your minds during the upcoming hearing.

At your request last year, Castilleja submitted revised parking structure designs with 52 parking spots. My understanding is that in addition to that design, Castilleja also proposed a version that holds 69 cars. Since the garage that holds 69 cars would absolutely not harm any trees nor add additional traffic, I hope it is approved; it's a major reduction from the school's original proposal and has zero negative impacts. IT'S A COMPROMISE. Castilleja is trying to find a middle path forward, and I hope you will support that with as many cars underground as possible while not adding traffic or harming trees. The 52 car limit was not based on any data, so I hope you will support the capacity of 69 cars and move more parking below neighborhood streets. On March 17, 2022, I believe the ARB even cited that a 52-car and 69-car garage have the same impact, so why not build a garage that removes as many cars from the street as possible?

As a board concerned with the future of our city, I hope you see the benefit to the neighborhood of this modification, and that you, like the ARB, will support it.

With gratitude,
Gloria Rothbaum
315 Homer Avenue

From: [Anne Rubin](#)
To: [Council, City](#)
Subject: Castilleja's Plan
Date: Friday, May 13, 2022 9:10:33 AM

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Dear City Council members,

When I moved to Palo Alto from Minneapolis, I was thrilled to join a community that treasured education, innovation, and sustainability. My husband and I both dedicate our careers to education, so it felt like a natural fit in many ways.

But I am extremely disappointed with the treatment I've witnessed of Castilleja School. Waiting for SIX years to be approved for a new campus that will match if not exceed Palo Alto's sustainability goals seems really counterintuitive to me. Those are six years our environment cannot get back, and we all know the stats about needing to address climate change head-on. Waiting SIX years to add a handful more students until a cap of 540; it seems as if that could have been accomplished by now if the approval process hadn't taken so long. Adding 25-27 students per year is truly such a small number. In the long run, it feels inconsequential. 25. TWENTY-FIVE. We're not talking hundreds, or thousands. For a community that treasures education, I am seriously at a loss as to why granting just a few more kids a spot in an incredible institution has taken this long.

The conditional use permit under which Castilleja has operated over the last 20 years is no longer relevant and requires updating. That's called innovating. What Castilleja has proposed for their new CUP is better. It better matches the changes in and the needs of my neighborhood. Palo Alto has evolved in those 20 years; now, Castilleja needs the City's support to catch up with that evolution. From what I understand, the proposed CUP caps enrollment at 540; adding students occurs at a gradual rate ONLY IF car trips remain at current levels or below. Sounds like an innovative approach, right? Because under this proposed CUP, if the school can't maintain the level of car trips, they'll have to decrease enrollment. Again: it's possible, according to the proposed CUP, for enrollment to actually DECLINE, not increase. I don't see the problem with approving the CUP under these conditions.

A few other elements of Castilleja's plan that align with Palo Alto's ethos: more trees, lowered rooflines, and more cars underground and off the streets.

I hope you remember just how much Castilleja embodies the same qualities that make Palo Alto such a wonderful place to live. Both Castilleja and Palo Alto want the same things:

excellent schools, safe neighborhoods and streets, infrastructure that protects our precious earth, and more opportunities for our children.

Castilleja's project benefits Palo Alto. It's time to approve the project.

Thank you for your time,

Anne Rubin

Emerson

From: [Heidi Hopper](#)
To: [Council, City](#)
Subject: Castilleja project
Date: Friday, May 13, 2022 8:32:40 AM

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Dear Mayor Burt, Vice Mayor Kou, and Councilmembers,

I am a longtime resident of Palo Alto and I'd like to express my strong support for Castilleja's proposal. In particular, I want to comment on the lengths to which the school has gone to protect more trees and be flexible and open to feedback. When the ARB suggested a hybrid parking option of D and E, I was pleased to see a dialogue and decision grounded in facts and compromise. I sincerely hope you follow through with their recommendation. What the ARB has proposed maximizes the number of cars allowed in an underground garage without impinging on tree protection zones. 52 spots of course will work, too, but having more parking below grade is environmentally superior according to the EIR. So why not go for 69 and provide spots to 17 more cars that otherwise will have to be on the street and will contribute to the runoff into Palo Alto's water system. With the 69 spot option, trees are still protected, and we'd have fewer cars visible in the neighborhood. Why not approve that recommendation?

Castilleja has been very responsive and thoughtful about city staff, City Council, and neighbor concerns for nearly ten years now. We have all watched the project evolve. Changes have been made to the massing of the buildings, the patterns for pick up and drop off, the materials on the facades, the pool location, the parking garage exit, and the size of the garage to protect homes and trees. The school has taken feedback from all sides and made dozens of changes. They have listened. They have compromised.

The ARB's proposed hybrid garage option preserves existing trees while adding 100 new trees to the canopy. The school has done everything possible to integrate feedback, demonstrate its commitment to the environment, and move toward a positive future for the neighborhood, the city, and girls who want a single sex education.

Please review these improvements and select the one you believe is best but I know I will be outraged if you do not approve an enrollment cap of 540, at least 70 special events, a parking garage with 69 spaces, and the variance to retain the existing square footage. This process has gone on too long, and your final decision is critical to helping our community move forward.

Sincerely,
Heidi Hopper

From: [Mary Brooks](#)
To: [Council, City](#)
Subject: Support Castilleja!
Date: Thursday, May 12, 2022 2:23:29 PM

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[Learn why this is important](#)

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Dear Mayor Burt, Vice Mayor Kou, and City Council Members,

I've been resident of Palo Alto for many years - I moved to Palo Alto in 1994, moved away for 7 months in 2001, and then came back very quickly and have lived here ever since.

Castilleja's excellent proposal is supported by the following:

- 115 years in Palo Alto
- Six years working within the city's rigorous process
- 55+ neighbor meetings
- 31% reduction in traffic since 2012
- 30% reduction in events
- 52% reduction in proposed parking garage
- Countless city hearings
- Six rounds of project revisions

The above is what Castilleja, a nationally-renowned girls' school, has gone through so it can modernize its outdated buildings and request a new conditional use permit to gradually increase its enrollment to 540 students. It's also important to note that the project is supported by a gold-standard EIR that concluded Castilleja's project had no significant impacts.

Castilleja has been diligent during the last 10 years under new leadership to self-report its over enrollment and then reduce enrollment to come into compliance with its current CUP.

Today's leaders have worked to rectify the errors that occurred 20 years ago, rebuild the community's trust, and find a path forward. It is disappointing that this small girls' school is subject to so much scrutiny, particularly when other much larger schools in the area have many more freedoms to operate as they choose. Other schools in Palo Alto (co-ed, for the most part) don't have restrictions on the number of events including athletic competitions, student showcases and performances. These schools are not required to monitor traffic on a daily basis. Equity is important, regardless if a school is all girls (Castilleja), co-ed or a boys' school. Castilleja has been thorough, demonstrated its willingness to compromise, and worked hard to prove they can operate within the constraints.

I, like many other Palo Altans, don't believe that a plan should be approved solely because it furthers women's education. But the plan is excellent: it removes cars from streets, it

aligns with Palo Alto's environmental goals, and it improves the look and feel of the neighborhood. It has countless measures to ensure the school cannot exceed the authorized enrollment and penalties that include reducing enrollment. It adds 100 new trees to the neighborhood. It's supported by data that says there are no negative impacts. And that's why it should be approved. It's infinitely better than anything you've seen before.

Thank you,
Mary Brooks

From: [YANTING ZHANG](#)
To: [Council, City](#)
Subject: Castilleja school expansion
Date: Wednesday, May 11, 2022 9:15:21 PM

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Dear Palo Alto City Council,

Until very recently, I had lived in Palo Alto for 3 years. When I was a Palo Alto resident, I spoke at City hearings to express my support for Castilleja's project. As a three years resident, I would like to take a moment to share why I believe Castilleja's project is ready for approval.

As many know, Castilleja's plan has gone through several iterations, and the school has worked tirelessly with the community for years to develop a project that meets everyone's needs. The school has compromised over and over, but the neighbors haven't. This is not a fair process.

I want to emphasize a singular point that seems to have been a bit lost in the mix: the FEIR found that Castilleja's master plan to modernize their campus and increase enrollment will have no significant impacts on the neighborhood. This is an impressive feat, and a testament to the time and thought Castilleja has put into designing this project and their extensive transportation management plan.

I understand that many people have opinions about the project and want to have a say about what goes on in their community. But there's a reason why we use the FEIR to study new developments and their potential impacts--and we should trust the expert findings within the document. **I hope you will make your decision based on the findings of the FEIR:** Castilleja's project proposal poses no significant impacts to our community.

I hope you will make your decision grounded in the numerable FACTS of the project:

- 30% event reduction
- 69 cars in an underground garage is permissible by code
- The campus will be net zero and fossil fuel-free
- 100+ new trees will be planted

- CUPs are designed to help schools thrive in R-1 Zones
- Six rounds of revisions, six years, 55 neighbor meetings have given PLENTY of time for community input
- Enrollment can ONLY increase IF car trips are capped! It's not even guaranteed that the school will ever reach 540 students. That's why the new conditions are proposed.

Time to approve Castilleja's research-backed and evidence-based proposal on May 23.

Thank you,
Yanting Zhang

From: [Sujata Kadambi](#)
To: [Council, City](#)
Subject: Castilleja's CUP
Date: Wednesday, May 11, 2022 6:07:26 PM

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Dear City Council,

Thank you for taking the time to read my letter in support of Castilleja's conditional use permit. It's time to clear up a common misconception: Castilleja's project will **not** bring any new car traffic to the surrounding neighborhood - even with an underground parking facility.

The project's Conditional Use Permit includes a robust transportation management plan, which includes the addition of electric shuttles, enhanced monitoring through traffic meters, and moving cars to an underground facility. The school will be subject to third-party monitoring, and **will not be permitted to add any new students unless they meet the strict car trip benchmarks laid out in the CUP**. The underground parking will not accommodate more cars coming to campus - it will simply remove them from neighborhood streets. Isn't that something neighbors have wanted all along?

Maintaining and reducing car trips to the neighborhood also means that the streets will continue to be safe for bicyclists. One of the school's TDM measures is encouraging students and employees alike to bike to school, and many do. Castilleja's project expands accessibility to biking and promotes the safety of cyclists.

Castilleja's Conditional Use Permit is an improvement for both the school, for neighbors, and for Palo Alto. For these reasons, it's time to approve their plan on May 23.

Thank you,
Sujata Kadambi

From: [Benjamin Rubin](#)
To: [Council, City](#)
Subject: Support for Castilleja Project
Date: Wednesday, May 11, 2022 4:27:36 PM

Some people who received this message don't often get email from brubin@stanford.edu. [Learn why this is important](#)

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Dear Council,

I am writing to express my support for Castilleja's renovation project. This project will improve the school and help make world-class education available to girls in Palo Alto. Nearly every school in the area has been renovated to reflect the changes in Palo Alto. How many of those schools went through the same level of scrutiny as Castilleja? Did they have to go through copious rounds of revision throughout a years-long process, all in the name of advancing the next generation? I don't think so. To me, that doesn't sound like fair treatment.

I support Castilleja's project because it is a solid proposal. Years of discussion, expert advice, independent analysis, and compromise have culminated in a project that is **ready for your approval**. The plan checks all the boxes. It removes cars off the street. It increases the existing canopy of trees. It will maintain current car trips and cause no new trips. Yes, it will require construction, but how else do we build for the future? Tons of homes in Palo Alto are undergoing reconstruction. Clearly, construction is not the issue holding up approval of Castilleja's project.

Building for the future requires compromise. Castilleja has delivered on compromise over and over again. Numerous elements of the school's plan are intentionally designed to meet neighbors' expressed needs while also allowing the school to operate as an well-respected institution to educate girls. Castilleja has compromised. They have listened to more than six years of neighbor's commentary since the project first appeared on the City agenda. And at each juncture, the School has returned with plans that directly address neighborhood voices. But it never seems to be enough for a small group of vocal neighbors. Their strategy has been to pick apart every single element of the proposal rather than agree to a rational compromise.

Two months ago in March, the ARB voted in support of an underground garage option that would allow 69 cars. I understand you debated that the garage should hold 50% of allotted cars (52 cars), but 69 cars is only 17 more than 52. That's 17 more cars off the street. In the long run, it's such a small number that it just makes better sense to park the cars underground so the streets are safer for cyclists. With a capacity of 69 cars, the school fulfills the number of spots required by city code AND maintains the goal of getting more cars off our streets. Adding 17 cars creates no additional traffic AND it does not affect any trees. Please support the maximum capacity. I hope you concur that this is a good

compromise. The ARB does.

The plan you have before you addresses comments from key stakeholders: neighbors, City Council, the PTC, the ARB, citizens from throughout Palo Alto, and the Castilleja community. Please take into account comments from neighbors like me, who support Castilleja's project. There are many neighbors who are ready for the school to modernize and support more girls in their educational journey.

Thank you,
Ben Rubin, Emerson Street

Benjamin Rubin, PhD
Assistant Director of Development
Freeman Spogli Institute for International Studies
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Encina Hall, C131
616 Jane Stanford Way
Stanford, CA 94305-6055
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On campus: Tuesday, Wednesday, Thursday
Remote: Monday, Friday

From: [Priyanki Gupta](#)
To: [Council, City](#)
Subject: In support of Castilleja
Date: Wednesday, May 11, 2022 2:10:55 PM

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[Learn why this is important](#)

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Dear city council members,

I live off Embarcadero Road, and I support Castilleja.

Yes, I encounter traffic on Embarcadero road.

No, I will not falsely argue that the traffic is caused by Castilleja.

In fact, I know—just as you should from reading the exhaustive traffic reports in the EIR—that Castillej is reducing traffic in Palo Alto, not adding it.

Even if you haven't read the reports, though, the No New Trips cap moving forward offers yet another level of assurance. The school cannot permit more cars if it hopes to enroll more girls. Since Castilleja has spent the last six years tirelessly working to gain permission to enroll more girls, we can all realize the depth of their commitment to not allowing more daily trips.

I am grateful that you asked the PTC to find a path to 540 students. The request proves that you understand that the school should be permitted to grow as long as trips remain level.

Finally, I think the guidance that the PTC offered about events was completely unreasonable and was meant to drive the school into the ground. With the news that the garage was permissible and the realization that a path to 540 could be trusted with traffic caps, this limit on events seems like an obvious Hail Mary attempt to stifle the school's future. The notion that the previous CUP meant "three" events with the word "several," and posited by commissioner Suma just proves that the conversation was not based in any reality. Name a school in Palo Alto that offers three events per year. Most of them exceed that count in one week.

The new CUP with 70 events, already is a drastic cut for the school. Any less if not a reasonable limit or fair treatment under the law.

Thank you for taking my opinions into consideration. Approve this proposal,

Priyanki Gupta

From: [Ashmeet Sidana](#)
To: [Council, City](#)
Cc: [Yuko Watanabe \(yknabe@hotmail.com\)](mailto:yknabe@hotmail.com)
Subject: Castilleja project
Date: Wednesday, May 11, 2022 1:38:13 PM

Some people who received this message don't often get email from sidana@engineeringcapital.com. [Learn why this is important](#)

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Dear City Council -

Please approve Castilleja's project on May 23rd.

We are long term RESIDENTs of Palo Alto who support the school and its years of compromise and efforts to regain trust in the neighborhood.

We have looked at the facts. It is our understanding that the EIR and Conditions of Approval support Castilleja's proposal to modernize the campus, gradually increase enrollment, and reduce traffic in the neighborhood:

- The final EIR confirmed Castilleja project had no negative impacts which could not be mitigated.
- The school can have no new car trips; if they do, they will not be allowed to increase enrollment.
- The garage will bring no new car trips; it simply makes the neighborhood more beautiful by moving cars below ground and preserving greenspace.
- The garage will improve traffic patterns in the neighborhood. Drop off and pick up will be distributed around campus, and the garage will create a distribution such that traffic will improve for everyone.

We believe the facts speak for themselves. However, sometimes, facts can get lost in deliberations, debates, and less informed public opinions. We appreciate that the ARB stuck to the facts during its deliberations and approval earlier this year.

Please follow that example, approve Castilleja's project, and let's keep Palo Alto on the cutting edge of education!

Sincerely,
Yuko Watanabe and Ashmeet Sidana
2130 Byron Street

From: [Megan Hutchin](#)
To: [Council, City](#)
Subject: In Support of Castilleja
Date: Wednesday, May 11, 2022 12:15:58 PM

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[Learn why this is important](#)

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I am writing in support of Castilleja AND as a **neighbor** on Churchill.

Schools should always be part of residential neighborhoods. They sustain the children who live in the homes there and are the promise for the future. **Schools should not be driven out of residential zones.** They should be encouraged to thrive.

Every other school in Palo Alto has grown and modernized their campus in recent years. Why shouldn't this very small all-girls school have the same opportunity?

Castilleja has improved this project again and again, and now you have excellent options before you that allow a school to thrive **quietly and sustainably** within a residential zone.

Cutting events to 50 per year **DOES NOT** allow a school to thrive. Those events that would be cut are critical to children's wellbeing. Arts teach children about self-expression and creativity. Sports teach kids about teamwork, compromise, and mental strength. Other activities promote connectivity, bonding, and social interaction. **ALL** of these are absolutely crucial to a child's development into a well-adjusted, happy adult. Why would we even think of taking these things away? I don't get it.

I live down the street from Paly, and I hear the sounds of kids cheering on their football team. Sure, it's sometimes noisy, but I love being part of a vibrant community where life is happening all around me. I'm so grateful to know that children are enjoying their teenage years, especially after learning about the massive detrimental effects the pandemic has had on the mental health of the youth.

Palo Alto has always been concerned about its children's mental health, so again, **WHY** are we even talking about reducing events to a level that would significantly and negatively impact students?

There are reasonable limits to the number of events, but what is being proposed definitely is not one of them. The school can reasonably operate with 70, but even that feels too low. Their original proposal was to cut events by 30% from current numbers. That I believe IS reasonable.

Castilleja's mission to educate girls for leadership is critical in supporting the broader societal movement to place more women in positions of leadership. With a budget of \$3.5 million in Tuition Assistance to grant access to any deserving student, despite her family's financial circumstances, Castilleja is actively working to rectify age-old disparities in access to education. Particularly important to me, Castilleja has a year-round program to support

first-generation college students as they prepare to take steps no one in their families has ever taken before. Supporting this should be a core value for our city, Palo Alto is a bellwether city, a community known for cutting a brave path into a better future. Castilleja is part of that effort working to amplify young women's voices.

Sincerely,
Megan Hutchin

From: [Amy Rao](#)
To: [Council, City](#)
Subject: Letter to City Council regarding Castilleja
Date: Tuesday, May 10, 2022 8:23:25 PM

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Dear Mayor Burt, Vice Mayor Kou, and City Council Members,

I am a longtime resident of Old Palo Alto and I am nothing short of baffled. Baffled that Castilleja still is on the agenda. Baffled that it's been so arduous to approve a project that seeks to provide more girls with a top-notch education. Are we really on year six of this project? In light of the Supreme Court news, I am even more outraged that six years into Castilleja's project application process, this exceptional all-girls school continues to have to fight for the opportunity to educate more girls. Clearly, women still have a long way to go and our country needs girls' schools to help them get there.

I have been a life-long advocate for human rights, and while human rights look different in every country, every single person deserves to seek and pursue the kind of education they desire. In Palo Alto, we are so fortunate to have multiple options from which our children can choose. For some, an all-girls environment is what's best for them. For some, Castilleja is what they want and need. How lucky are we to have this gem, this nationally and globally-renowned school, right in our backyard!

Data about the benefits of girls' schools abound. I expect you are familiar with the quote from Kofi Annan, former Secretary-General of the United Nations and recipient of the Nobel Peace Prize: "When women thrive, all of society benefits." I couldn't agree more. Data from the United Nations supports his statement. Statistically, women give back to their communities at a far higher rate. It doesn't matter which country we're talking about. The evidence is plentiful. The economy needs more women in the workforce. We need more women in STEM. We need more diversity, period. Diversity of all kinds.

Sure, Castilleja isn't the only answer, but it's part of the equation. **And an equation that adds more girls while subtracting car trips sounds like a pretty positive solution.**

Castilleja is an equation that has been proven. The EIR stated there are no significant impacts. Enrollment can gradually increase to 540 through rigorous standards, restrictions, and penalties for noncompliance. An underground garage that maximizes the number of spots without impacting trees (69 underground parking spaces) removes cars from neighborhood streets. Traffic demand management measures promise to keep car trips at bay, increasing alternative forms of transportation like cycling, biking, public transportation, and ride sharing.

Whether you're talking about the benefits of a girls' school and increasing chances for more girls to thrive in that environment, or the numerous ways Castilleja mitigates traffic in the neighborhood, or the sustainable campus in Castilleja's future, I expect you to keep the bigger picture in mind. Our country and our world need more women in leadership positions and we need to implement solutions that will protect our collective future. Castilleja is part of that collective future, if only you solve the equation correctly.

Thank you,

Amy Rao

228 Seale Avenue and a community I am so fortunate to call home!

From: [John Giannandrea](#)
To: [Council, City](#)
Subject: Castilleja planning application
Date: Tuesday, May 10, 2022 9:30:38 AM

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Dear City Council Members,

I am a resident of the city of Palo Alto and I am writing in support of the Castilleja application for a revised Conditional Use Permit and in support of their Master Plan to upgrade the school classroom buildings.

This project has received a level of due diligence and community feedback that might be unprecedented for the City. The final result is a proposal which has been highly responsive to community and staff input over a period of six years.

This project is extremely important to Palo Alto because it continues to provide the community with a world class school which is at the forefront of women's education. The plan if approved increases access to a highly sought after education with private investment in modern and green buildings on an existing school site. I urge you to approve the project for the betterment of Palo Alto.

Thank-you.

John Giannandrea
1057 Ramona Street
Palo Alto, CA