

ACTION NO. 2019-3
RECORD OF THE COUNCIL OF THE CITY OF PALO ALTO LAND USE ACTION FOR
375 HAMILTON AVENUE ARCHITECTURAL REVIEW 17PLN-00360

On February 11, 2019, the Council held a duly noticed public hearing, and after considering all of the evidence presented, approved the proposed Downtown Garage, including retail space, at 375 Hamilton Avenue, making the following findings, determination and declarations:

SECTION 1. Background.

A. On February 11, 2019, Council conducted a public hearing, at which evidence was presented and all person were afforded an opportunity to be heard, to consider:

(1) The Final Environmental Impact Report (EIR), published on August 10, 2018, in response to comments made during the initial public comment period on the Draft EIR published May 18, 2018, and Mitigation Monitoring and Reporting Program, and

(2) The Architectural Review application and approval recommendation by the Architectural Review Board, for the new Downtown Garage (and retail) project at 375 Hamilton Avenue.

B. The Architectural Review Board (ARB) conducted three formal public hearings on the Downtown Garage (and retail) project, on February 15, 2018; June 21, 2018 (which served as the public hearing opportunity for the public comments on the Draft EIR), and July 19, 2018, recommending approval of the project on that date;

C. City Council, on June 11, 2018 and June 25, 2018, approved Ordinance 5445 modifying the PF zone development standards and parking requirements in the Downtown and California Avenue business districts for essential services facilities and public parking garages;

SECTION 2. Environmental Review. The City of Palo Alto prepared a Draft Environmental Impact Report (EIR) for the project in accordance with CEQA, which was circulated for public review and comment from May 18, 2018 through July 2, 2018; a Final EIR was prepared to respond to comments and published on August 10, 2018; the City Council certified and made related findings by Resolution No on February 11, 2019, prior to approval of the decision that is the subject of this RLUA.

SECTION 3. Architectural Review Findings. The design and architecture of the new Downtown Garage, as conditioned, complies with the Findings for Architectural Review as required in PAMC Chapter 18.76. The design and architecture complies with the six findings for Architectural Review set forth in Palo Alto Municipal Code Chapter 18.76 Section 18.76.020.

(1) The design is consistent with applicable provisions of the Palo Alto Comprehensive Plan, Zoning Code, coordinated area plans (including compatibility requirements), and any relevant design guides. *The project is consistent with Finding #1 because:*

- Given Council’s adoption of Ordinance 5445 amending the Public Facilities development standards allowing Council approval of certain projects, the project will comply with the land use and development standards of the PF zone.
- The following policies and programs of the Comprehensive Plan (Plan) are relevant to the project:
 - Policy T-5.6, Strongly encourage the use of below-grade or structured parking, and explore mechanized parking instead of surface parking for new developments of all types while minimizing negative impacts including on groundwater and landscaping where feasible. *The project includes below grade and structure parking; mechanized parking is not proposed.*
 - Policy T-5.7, Require new or redesigned parking lots to optimize pedestrian and bicycle safety. *The project includes bicycle storage with special entry plaza at Hamilton, and a dedicated, striped pedestrian pathway on the ground floor leading to the enhanced, pedestrian alley between the garage and existing buildings.*
 - Policy T-5.8, Promote vehicle parking areas designed to reduce storm water runoff, increase compatibility with street trees and add visual interest to streets and other public locations. Encourage the use of photovoltaic panel or tree canopies in parking lots or on top of parking structures to provide cover, consistent with the Urban Forest Master Plan. *The project includes storm water features, street trees, and photovoltaic structures to accommodate solar panels on top of the parking structure.*
 - Policy T-5.9, Promote safety for pedestrians in City-owned parking lots by adopting standards for landscaping, signage, walkways and lighting that reduce crime and ensure a safe and orderly flow of traffic. *The project will include pedestrian, bicyclist and motorist oriented wayfinding signage and adequate lighting to promote orderly and safe passage.*
 - Policy T-5.10, Encourage the use of adaptive design strategies in new parking facilities in order to facilitate reuse in the future if and when conditions warrant. *The project includes a taller ceiling on the first floor retail space and garage than on the upper floors; this may assist adaptive ground floor reuse, if desired in the future.*
 - Policy N-2.3, Enhance the ecological resilience of the urban forest by increasing and diversifying native species in the public right-of-way, protecting the health of soils and understory vegetation, encouraging property owners to do the same and discouraging the planting of invasive species. *The project includes planting of two varieties of trees and multiple varieties of low-growing plant species.*
 - Policy N-2.10, Preserve and protect Regulated Trees on public and private property...and related program N2.10.1, continue to require replacement of trees including street trees lost to new development. *The project includes protection of several trees and replacement of the regulated parking lot trees to meet the City’s ‘no net loss of canopy’ requirement.*
 - Policy N-4.12, Encourage Low Impact Development (LID) measures to limit the amount of pavement and impervious surface in new development and increase the

- retention, treatment and infiltration of urban storm water runoff. Include LID measures in major remodels, public projects and recreation projects where practical. *The project incorporates permeable pavers and landscape planters designed to meet storm water run-off treatment best practices.*
- Policy L-1.10, Hold new development to the highest development standards in order to maintain Palo Alto's livability and achieve the highest quality development with the least impacts. *The project increases the supply of parking spaces Downtown, provides new ground floor retail space, public art, and amenities supporting pedestrian and bicycle circulation, and includes high quality materials. **The project will provide benefits for cyclists and improve existing conditions with respect to trash enclosures, inadequate parking layout, old pavement, and badly constrained trees, as well as provide an improved street corner, healthier and bigger trees, and better sidewalks (added by ARB).***
 - Policy L-4.2, Encourage street frontages that contribute to retail vitality in all Centers. Reinforce street corners in a way that enhances the pedestrian realm or that form corner plazas. Include trees and landscaping. *The project features a small street corner plaza highlighting the staircase and retail space, new trees, and pedestrian level landscaping.*
 - Policy L-4.3, Ensure all Regional Centers and Multi-Neighborhood Centers provide centrally located gathering spaces that create a sense of identity and encourage economic revitalization. Encourage public amenities such as benches, street trees, kiosks, restrooms and public art. *The project includes benches, street trees and public art; however, the existing public restroom on the property will not be replaced in the new construction.*
 - Policy L-5.2, Provide landscaping, trees, sidewalks, pedestrian path and connections to the citywide bikeway system within Employment Districts. *The project includes new street trees in replaced and wider sidewalks, a new pedestrian alley, parking for 50 bicycles, and pedestrian circulation through the garage ground floor.*
 - Policy L-5.3, Design paths and sidewalks to be attractive and comfortable and consistent with the character of the area where they are located. *The project includes enhanced sidewalks along the two frontages, special paving and landscaping in the pedestrian alleyway.*
 - Policy L-6.1, Promote high quality design and site planning that is compatible with surrounding development and public spaces. *The site design considers surrounding development, creates public and retail spaces, and includes components and features intended to create a contextually compatible garage structure.*
 - Policy L-6.3, Encourage bird-friendly design. *The project includes retail storefront glass that would face new street trees and storefront glass at the elevator hoist way; a condition of approval requires bird-friendly glass on these windows.*
 - Policy L-6.6, Design buildings to complement streets and public spaces; to promote personal safety, public health and well-being; and to enhance a sense of

- community safety. *The project design includes transparent materials, lighting, and pavement markings to promote/enhance a sense of pedestrian safety.*
- Policy L-6.10, Encourage high quality signage that is attractive, energy efficient, and appropriate for the location, and balances visibility needs with aesthetic needs. *Retail signage, indicated for placement on retail space(s) elevations facing Waverley and Hamilton, and parking lot wayfinding signage will be developed and submitted in a separate architectural application.*
 - Policy L-8.2, Provide comfortable seating areas and plazas with places for public art. *The project includes stained cedar wood benches adjacent to board formed concrete planters in the alley and along Hamilton Avenue.*
 - Policy L-70, Enhance the appearance of streets by expanding and maintaining street trees. *The project includes new street trees on Hamilton and Waverley.*
 - Policy L-8.5, Recognize public art ... as a community benefit; encourage the development of new public and private art and ensure such projects are compatible with the character and identity of the neighborhood; and Policy L-8.6, seek potential new sites for art and cultural facilities, public spaces, open space and community gardens *The project includes public art integrated into entrances.*
 - Policy L-9.2, Encourage development that creatively integrates parking into the project, including locating it behind buildings or underground wherever possible, or by providing for shared use of parking areas. Encourage other alternatives to surface parking lots that minimize the amount of land devoted to parking while still maintaining safe streets, street trees, a vibrant local economy and sufficient parking to meet demand. *The project provides underground parking and parking behind first floor retail, and improves the street safety and street tree count at this site.*
 - Policy L-9.8 (Incorporate the goals of the Urban Forest Master Plan into the Comprehensive Plan by reference, in order to) assure that new land uses recognize the many benefits of trees in the urban context and foster a healthy and robust tree canopy throughout the city; Related Program L-9.8.1, establish incentives to encourage native trees and low water use plantings in new development throughout the city; and Policy L-9.9, involve the Urban Forester, or appropriate City staff, in development review. *The project includes planting of three new, native oaks and additional street trees to address the removal of existing parking lot trees; the Urban Forester has worked to ensure project conformance with policies.*
 - Policy L-9.11, design public infrastructure, including paving, signs, utility structures, parking garages and parking lots, to meet high-quality urban design standards and embrace technological advances. Look for opportunities to use art and artists in design of public infrastructure. *The project includes public art and will incorporate parking guidance system.*
 - Related Program L9.11.2, Encourage the use of compact and well-designed utility elements, such as transformers, switching devices, backflow preventers and telecommunications infrastructure. Place these elements in locations that will minimize their visual intrusion. *The existing transformer and the proposed*

additional transformer for the project will be located below grade in the proposed pedestrian alley.

(2) The project has a unified and coherent design, that:

(2a) creates an internal sense of order and desirable environment for occupants, visitors, and the general community; *The project is consistent with Finding 2(a), given:*

- The reduction in driveway curb cuts and right-of-way improvements and provision of parking wayfinding system(s) will improve pedestrian circulation,
- The improvements including the location of bicycle parking and pedestrian plaza near the AT&T building on Hamilton Avenue, will be convenient and compatible with the design concept and functions and will improve pedestrian safety along the wider street sidewalks and inside the garage;

(2b) preserves, respects and integrates existing natural features that contribute positively to the site and the historic character including historic resources of the area when relevant; *The project is consistent with Finding 2(b), given:*

- Although existing on-site trees will be removed to allow for construction of the garage, replacement trees are proposed along the frontages of Hamilton and Waverley.
- While the setbacks of the building are less than those on the other three corner properties at the intersection, two of which utilize lawn in the front yard setbacks, the design respects the historic context of:
 - The National Register and Category 1 Local resource at 380 Hamilton (US Post Office) and 526 Waverley St. Category 3 Local resource designed by Birge Clark, with incorporation of terra cotta material that is reminiscent of clay roof tiles on these and other Downtown buildings in the area, and
 - The potentially eligible, mid-century modern 'brutalist' style All Saints Church, with incorporation of board-formed concrete planters, walls and columns at the base section of the building, below painted concrete structure on the upper floors;

(2c) is consistent with the context-based design criteria of the applicable zone district; *Finding 2c is not applicable since the PF zone does not impose context based design criteria.*

(2d) provides harmonious transitions in scale, mass and character to adjacent land uses and land use designations; *The project is consistent with Finding 2(d), given:*

- The garage is integrated into the context of the downtown rather than being self-conscious and aggressive, defining itself through program, connections with the site and context as well as streetscape character, drawing from architectural styles but not replicating them.
- The massing of the façade is scaled to the street with a new canopy at Hamilton and Waverley that is higher at Waverley Street to relate to the adjacent retail and nearby Post Office arcade.
- The height of the AT&T building at seventy-five (75) feet serves as a backdrop to our building that is 50% shorter.
- The retail storefront assists in the transition to retail buildings along Waverley Street.

- The materials and architectural forms that establish the character are intended to be compatible with the architecture of the area including use of:
 - Terra cotta vertical louvers and warm color pavers in interesting patterns at the corner plaza, bike parking plaza and pedestrian alley, as a nod to the character of the brick pavers and walls of the Wells Fargo building on the opposite corner,
 - Square penetrations/indentations in the Hamilton board-formed concrete wall to echo the Hamilton Avenue windowed-wall of the AT&T building,
 - Use of custom, perforated metal panel in burnished bronze as a nod to the mesh screen on the building at 560 Waverley.
- The photovoltaic support structure provides an elegant cornice; this super structure is important in helping the building achieve a harmonious transition in scale, mass and character with the adjacent buildings.

(2e) enhances living conditions on the site and in adjacent residential areas;

- *There are no living units proposed on the site; the project is consistent with Finding 2(e), wherever feasible, with pedestrian friendly landscaping, lighting and sidewalks to enhance residents' experience walking along Waverley and Hamilton.*

(3) The design is of high aesthetic quality, using high quality, integrated materials and appropriate construction techniques, and incorporating textures, colors, and other details that are compatible with and enhance the surrounding area; *the project is consistent with Finding 3, given:*

- The materials were selected for durability and construction techniques are appropriate for the use. The primary construction material is poured in place concrete columns, slabs and walls. Along the street edges, the building base columns and shear wall are board-formed concrete in a natural color, similar to All Saints Church.
- Metal flat bars painted a dark bronze color are proposed to infill the first floor openings to create screening for pedestrians. The metalwork is continued on the runs and landings of the stair celebrating the metalwork found in the post office and other Spanish revival buildings.
- An illuminated perforated metal scrim wraps the main corner stair creating a lantern element that serves as a wayfinding device. This element is also the focus of the public art program for the building.
- Vertical metal louvers, capped by a horizontal metal channels, wrap the upper stories and define the cornice of the building. The vertical louvers serve to create a body to the building while allowing for the required garage ventilation.
- Colors and textures will be compatible with nearby buildings as noted above and with additional use of quality materials for the pedestrian-amenities, such as stained cedar benches; dark bronze aluminum canopies; dark bronze painted steel posts, trim, guardrail, and pickets.

(4) The design is functional, allowing for ease and safety of pedestrian and bicycle traffic and providing for elements that support the building's necessary operations (e.g. convenient

vehicle access to property and utilities, appropriate arrangement and amount of open space and integrated signage, if applicable, etc.); *the project is consistent with Finding 4, given:*

- Ease of wayfinding is one of the garage's key features. For automobiles, the proposal includes a parking guidance system, with the main vehicle entry / exit on Hamilton Avenue near the south corner of the lot since Hamilton is a more travelled way, and a secondary vehicular exit shall be at Lane 21.
- The mini-plaza on Hamilton, bike plaza and pedestrian alley accommodate seating and shade for individual passive activities.
- Lighting is provided to enliven the architecture and provide for operations at nighttime:
 - Cantilevered light fixtures and festooned string lights at alley
 - Uplighting in alley to highlight living walls
 - Downlighting in canopies (zaniboni luna 2)
 - Linear downlighting hidden in canopy framework (aion T402)
 - Full cutoff security downlight in alley
 - Downlights (delta-lights) recessed in concrete ceilings at pedestrian entries at Hamilton, Lane 21, and elevator/stair plaza
 - Linear downlight grazing living wall on Hamilton avenue (lumen-pulse lumen-facade series)
 - Point source down-lighting for art mounted to top of wall (eco-sense rise)

(5) The landscape design complements and enhances the building design and its surroundings, is appropriate to the site's functions, and utilizes to the extent practical, regional indigenous drought resistant plant material capable of providing desirable habitat that can be appropriately maintained; *the project is consistent with Finding 5, given*

- the use of shade-tolerant plant materials for the shaded pedestrian plaza,
- provision of street tree species compatible with and replacing existing tree species found at the site,
- use of vegetated planters to handle storm water runoff.

(6) The project incorporates design principles that achieve sustainability in areas related to energy efficiency, water conservation, building materials, landscaping, and site planning; *the project is consistent with Finding #6 given:*

- Photovoltaic panels are proposed to (eventually) provide shading of vehicles at the top deck of the garage for energy efficiency as a key sustainable feature of the project.
- Suitable street tree planting environments and storm water design features are key features of the project.
- The building (above grade) will be naturally ventilated and meet California Building Code requirements to achieve the prescribed open area and length. The basement will be mechanically ventilated.

SECTION 4. Architectural Review Approval Granted. Architectural Review Approval is hereby granted for the Public Parking Garage at 375 Hamilton Avenue by the City Council pursuant to Chapter 18.77 of the Palo Alto Municipal Code.

SECTION 5. Plan Approval.

The plans for the Downtown Parking Garage submitted for Building Permit shall be in substantial conformance with those plans prepared by Watry Design, Inc. consisting of 34 pages, received May 7, 2018, except as modified to incorporate the conditions of approval in Section 6. A copy of these plans is on file in the Department of Planning and Community Development.

SECTION 6. Conditions of Approval.

The Mitigation Measures Described in the Draft EIR are incorporated into these conditions. The mitigation measures are provided in an Exhibit with the Council Resolution certifying the Environmental Impact Report and mitigation monitoring and reporting program.

1. MM BIO-1 Nesting Bird Surveys and Avoidance. Construction of the project and any other site disturbing activities that would involve vegetation or tree removal, shall be prohibited during the general avian nesting season (February 1 to August 31), if feasible. If nesting season avoidance is not feasible, the applicant shall retain a qualified biologist, as approved by the City of Palo Alto, to conduct a preconstruction nesting bird survey to determine the presence/absence, location, and activity status of any active nests on or adjacent to the project site. The extent of the survey buffer area surrounding the site shall be established by the qualified biologist to ensure that direct and indirect effects to nesting birds are avoided. To avoid the destruction of active nests and to protect the reproductive success of birds protected by the MBTA and CFGC, nesting bird surveys shall be performed not more than 14 days prior to scheduled vegetation clearance and structure demolition. In the event that active nests are discovered, a suitable buffer (typically a minimum buffer of 50 feet for passerines and a minimum buffer of 250 feet for raptors) shall be established around such active nests and no construction shall be allowed within the buffer areas until a qualified biologist has determined that the nest is no longer active (i.e., the nestlings have fledged and are no longer reliant on the nest). No ground disturbing activities shall occur within this buffer until the qualified biologist has confirmed that breeding/nesting is completed and the young have fledged the nest. Nesting bird surveys are not required for construction activities occurring between August 31 and February 1.

MM BIO-2 Tree Preservation and Protection Plan. To avoid disturbance and injury to onsite trees, the recommendations for tree preservation in the Arborist Report dated May 2017 shall be implemented. These recommendations include, but are not limited to, tree protection fencing to enclose as much of the TPZ as feasible around City trees on the sidewalks, no grading encroachments closer than 6 inches to the tree trunk diameter, and periodic inspections by the Site Arborist during construction activities. A total of nine trees would be planted on the project site as part of the landscaping plan. Two Gingko Biloba trees would be planted on Waverley Street and four Gingko Biloba trees and three Quercus Agrifolia tree would be planted along Hamilton Avenue. There would be no net loss of trees, and Palo Alto's Urban Forest Master Plan policy for "no net loss of canopy" would be met with the project via standard conditions of approval requiring replacement of lost canopy within 15 years of planting with the provision of adequate soil volume at the planting sites. Replacement ratios can be adjusted due to the condition of the

existing tree as long as the minimum replacement for any live tree is 2:1. To ensure “no net loss of canopy” new trees replacing the site’s non-protected trees to be removed will be addressed through the City’s implementation of standard approval conditions.

MM BIO-3 Tree Replacement. The removal of protected Coast Live Oak tree (Tree #8 in the Arborist Report prepared for the project) is subject to the City of Palo Alto’s tree removal ordinance in Palo Alto Municipal Code Chapter 8.10. Trees removed will be replaced according to replacement tree mitigation measures using the Tree Canopy Replacement Standard in the Tree Technical Manual, Section 3.00 (see table below). The replacement standards outlined in the Tree Technical Manual will be utilized to achieve no net loss of canopy per Policy 1.G of the Urban Forest Master Plan. Site preparation and soil volume requirements apply so that newly planted trees have the potential to mature to desired size and thrive. As determined by the City’s Urban Forester, the planting of three native oaks in the Hamilton Avenue right of way at the project site is appropriate as mitigation to replace the loss of the one Coast Live Oak on site, subject to the standard requirement to provide adequate soil conditions to ensure the replacement trees will thrive.

MM CTR-1 Resource Recovery Procedures. In the event that archaeological or paleontological resources are unearthed during project construction, all earth disturbing work within the vicinity of the find must be temporarily suspended or redirected until an archaeologist or paleontologist has evaluated the nature and significance of the find. After the find has been appropriately mitigated, work in the area may resume. A Native American representative shall be retained to monitor any mitigation work associated with Native American cultural material.

MM CTR-2 Human Remains Recovery Procedures. If human remains are unearthed, State Health and Safety Code Section 7050.5 requires that no further disturbance shall occur until the County Coroner has made the necessary findings as to the origin and disposition pursuant to the Public Resources Code Section 5097.98. If the remains are determined to be of Native American descent, the coroner has 24 hours to notify the Native American Heritage Commission. Additional surveys will be required if the project changes to include unsurveyed areas.

MM CTR-3 Unanticipated Discovery of Tribal Cultural Resources. If cultural resources of Native American origin are identified during construction, all earth disturbing work within the vicinity of the find must be temporarily suspended or redirected until an archaeologist has evaluated the nature and significance of the find and an appropriate Native American representative, based on the nature of the find, is consulted. If the City determines that the resource is a tribal cultural resource and thus significant under CEQA, a mitigation plan shall be prepared and implemented in accordance with state guidelines and in consultation with Native American groups. The plan would include avoidance of the resource or, if avoidance of the resource is infeasible, the plan would outline the appropriate treatment of the resource in coordination with the archeologist and the appropriate Native American tribal representative

MM GEO-1 Geotechnical Investigation for Basement Structure. Building foundations shall be designed to tolerate total and differential settlements due to static loads and liquefaction-induced settlement in accordance with the recommendations of the geotechnical report. The current geotechnical report includes recommendation for a no-basement building only. The project sponsor shall retain the service of a qualified state licensed engineering and geology specialist to include site-specific recommendation to mitigate the potential for risks associated with seismic ground shaking, seismic-related ground failure and liquefaction for the foundation of a building with basement. The updated report would include design requirements for the construction of the foundation for the basement option.

MM GEO-2 Temporary Shoring, Slopes and Cut. The contractor is responsible for maintaining all temporary slopes and providing temporary shoring where required. Temporary shoring, bracing and cuts/fills would be performed in accordance with the strictest government safety standards. Excavation during site demolition and fill removal should be sloped at 3:1 (horizontal: vertical) within the upper 5 feet. For excavation extending more than 5 feet below building subgrade, excavations should be sloped in accordance with the OSHA soil classification. The contractor is responsible for selecting the shoring method according to their judgment and experience considering adjacent improvements such as foundation loads, utilities and pavement. The qualified state licensed engineering and geology specialist in charge of the geotechnical report shall review the shoring design prior to implementation. Recommendations of the geotechnical report for temporary shoring are soldier beams and tie-backs, braced excavation, or other potential methods. The contractor is responsible or using best management practices to maintain all temporary slopes and providing temporary shoring where required.

MM HAZ-1 Health and Safety Plan. The project sponsor will implement the following standard measures to avoid and minimize impacts from hazardous material to construction workers and the general public during construction.

- 1) In the event of exposing hazardous material during construction, the City will implement standard measures required by the federal, state, and local regulations for the collection, transport, and disposal of the material to prevent the exposure of workers and the public to such material.
- 2) The City will require the contractor to prepare and implement Health and Safety Plan that include a Hazardous Materials Management and Spill Prevention and Control Plan prior to commencement of construction. The plan will include the project-specific related hazardous materials and waste operations.

MM TR-1 Construction Traffic Control Plan. Prior to the excavation, the construction contractor shall develop the traffic control plan in accordance with City's policies, coordinate with VTA and submit for City approval. The plan shall be implemented throughout the course of the project construction and may include, but not limited to, the following elements:

- Limit truck access to the project site during peak commute times (7:00 A.M. to 9:00 A.M. and 4:00 P.M. to 6:00 P.M.).
- Restrict construction truck routes to truck routes designated by the City.

- Contractor will provide adequate parking or carpool strategy for construction employees near the construction site, as approved by the City.
- Require traffic control in the project entrance driveway, including flag persons wearing bright orange or red vests and using “Stop/Slow” Paddle to control oncoming traffic.
- Coordinate with VTA to temporarily relocate the bus stop to ensure minimal impacts during sidewalk closure, if needed.
- Maintain bicycle and pedestrian access and circulation during project construction. If construction encroaches on a sidewalk, a safe detour will be provided for pedestrian at the nearest crosswalk.
- Repair or restore the road right-of-way to its original condition or better upon completion of the work.
- Provide access for emergency vehicles at all time.

MM TR-2 Vehicle Queuing Analysis. In the event the project includes a paid parking component; and, therefore, includes a parking gate, the project must prepare and submit a queuing study that shows, to the satisfaction of the Transportation Division, that queuing into Hamilton Avenue would be avoided. Queuing includes a line of two or more vehicles waiting to enter the structure, which could block traffic on Hamilton. The study will consider the configuration and the anticipated volume of vehicles accessing the parking garage during the peak hour. The provisional gates must process vehicles efficiently such that vehicles do not have to wait to turn into the parking facility.

MM TR-3 Parking Structure Access and Exit Safety Improvement: The following improvement shall be implemented to improve safety in accessing and exiting the proposed parking structure:

- The City will install a stop sign at the intersection of Lane 21 and Bryant Street

Planning

1. The Conditions of Approval document shall be printed on all plans submitted for building permits related to this project.
2. All future signage for this site shall be submitted for Architectural Review.
3. The project approval shall be valid for a period of one year from the original date of approval. In the event a building permit(s), if applicable, is not secured for the project within the time limit specified above, the AR approval shall expire and be of no further force or effect. Application for extension of this entitlement may be made prior to the one year expiration.
4. As noted in the Civil Site Plan, the drive-by mailboxes and median, signage and striping shall be removed on Hamilton Avenue across from the project and restriped for four on-street parking spaces.

Public Art

The project will have a public art element commissioned through the Municipal Percent for Art Ordinance No. 5301. After a competitive process, Amy Landesberg was selected as the project artist and approved by the Public Art Commission in November 2017. Landesberg came to Palo Alto in December and met with the design team and key stakeholders, toured the site, and held a

community meeting to gather input. She is currently working on a conceptual design for artwork that will likely be mounted on the perforated metal screens above the main entrance to the garage and at the corner of Hamilton and Waverley. Once her design is approved by the Public Art Commission, then she will be issued a contract for the fabrication and installation of the artwork. That contract will require City Council approval.

Transportation

The following comments are required to be addressed prior to any related permit application such as a Building Permit, Excavation and Grading Permit, Certificate of Compliance, Street Work Permit, Encroachment Permit.

1. **BIKESTATION DESIGN:** As plans are refined, ensure the following features are incorporated into the design of the proposed bike station:
 - a. The bike station shall have a two-tier bicycle parking system with the second level equipped with a lift-assist system to allow users to lift the bicycle storage tray to the second level with little physical effort. An example of this product is the Dero Decker, manufactured by Dero.
 - b. The bicycle parking enclosure shall be accessible only to owners or operators of bicycles within it and doors of the enclosure equipped with key or electronic locking mechanisms that admit only users and managers of the facility. The enclosure doors must close and lock automatically if released.
 - c. Adequate horizontal and vertical clearances shall be provided between the bicycle parking fixtures and walls or other vertical obstructions. A two-tier bicycle parking fixture requires additional clearance to facilitate bicycle loading and unloading of the second-level tray.
 - d. Adequate lighting within the bicycle parking enclosure shall be provided.
 - e. Conduit or similar features shall be provided for future CCTV systems within the bicycle parking enclosure.

2. **TRAFFIC SIGNAL PLANS:** As part of this project, traffic signal modifications are necessary at two intersections: Hamilton Avenue and Gilman Street and Hamilton Avenue and Waverley Street. Traffic signal engineering design plans shall be prepared and developed in coordination with the Transportation Division.

3. **PARKING WAYFINDING SIGNAGE:** Parking wayfinding signage shall be provided which is consistent with the appearance and messaging system developed as part of the city's downtown parking wayfinding signage program. A freestanding pylon or façade-mounted marquee sign shall be provided adjacent to the Hamilton Avenue entrance. Sign design

details and specifications are available in the city's parking wayfinding sign construction plan set.

Public Works Urban Forestry

1. Tree replacements for removals must result in no net loss of canopy within 15 years of planting.
2. The number and species of trees is appropriate to accomplish this except that soil volume and distance between the trees and building is inadequate.
3. Gingko biloba, a medium-sized tree at maturity, needs 800 cubic feet of soil per tree and Quercus agrifolia, a large-sized tree, needs 1200 cubic feet per tree.
4. The nine proposed trees require 8400 cubic feet of soil volume at 3 feet deep.
5. If tree wells are combined into a connected soil area, 75% of the combined volume, 6300 cubic feet, would be adequate to allow trees to grow to full mature size.
6. Combined soil volume can be provided with a suspended pavement system using soil cells, pier and grade beam, or other methods to provide non-compacted healthy soil under pavement.

Building

The following comments are required to be addressed prior to any future related permit application such as a Building Permit, Excavation and Grading Permit, Certificate of Compliance, Street Work Permit, Encroachment Permit, etc.:

1. The quantities in the Parking Stall Summation Chart shall be maintained showing the required number for each of the following: a. Van Accessible: 2 spaces, b. Accessible: 6 spaces, c. Standard: 244 spaces, d. Van Accessible EV: 1 space, e. Accessible EV: 1 space, f. Standard EV: 17 spaces, g. Future EV: 43 spaces, h. Clean Air/ Carpool: 24 spaces, i. Total: 324 spaces.
2. For the 5-Story parking garage to be considered as an Open Parking Garage, it shall comply with the following criteria from CBC 406.5.2:
 - a. For natural ventilation purposes, the exterior shall have uniformly distributed openings on two or more sides.
 - b. The area of the openings on each tier shall not be less than 20 percent of the total perimeter of wall area.
 - c. The aggregate length of the openings providing natural ventilation shall be not less than 40 percent of the perimeter of the tier.
3. The vertical clearance within the garage from the garage floor to the lowest ceiling projection above, e.g. ceiling/ floor beam shall be a minimum of 98" (8'-2") for accessibility. (BC 11B-503.5)
4. The review and approval of this project does not include any other items of construction other than those written in the ARB project review application included with the project plans and

documents under this review. If the plans include items or elements of construction that are not included in the written description, it or they may not have been known to have been a part of the intended review and have not, unless otherwise specifically called out in the approval, been reviewed.

Public Works Engineering

The following shall be addressed prior to issuance of a Building Permit, Excavation and Grading Permit, Certificate of Compliance, Street Work Permit and/or Encroachment Permit.

1. STORM WATER TREATMENT: This project shall comply with the storm water regulations contained in provision C.3 of the NPDES municipal storm water discharge permit issued by the San Francisco Bay Regional Water Quality Control Board (and incorporated into Palo Alto Municipal Code Chapter 16.11). Within 45 days of the installation of the required storm water treatment measures and prior to the issuance of an occupancy permit for the building, third-party reviewer shall also submit to the City a certification for approval that the project's permanent measures were constructed and installed in accordance to the approved permit drawings.

- Provision C3 Form
- Storm Water Treatment Design Certification
- 3rd Party review response letter (stamped/signed)
- http://www.scvurpppw2k.com/pdfs/1112/SCVURPPP_C.3_Data_Form_final_2012.pdf

2. City records indicate there is a small easement running along the Hamilton Ave frontage. Please verify with title report and show the easement in building permit plans in these locations.

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

4. GRADING PERMIT: Separate Excavation and Grading Permit will be required for grading activities on private property that fill, excavate, store or dispose of 100 cubic yards or more based on PAMC Section 16.28.060. Applicant shall prepare and submit an excavation and grading permit to Public Works separately from the building permit set. The permit application and instructions are available at the Development Center and on our website.

5. EXCAVATION: Plans shall clearly identify the deepest point of excavation including below grade basement slab with note and appropriate dimensions.

6. GRADING & DRAINAGE PLAN: The plan set must include a grading & drainage plan prepared by a licensed professional that includes existing and proposed spot elevations, earthwork volumes, finished floor elevations, area drain and bubbler locations, drainage flow arrows to demonstrate proper drainage of the site. Adjacent grades must slope away from the house a minimum of 2% or 5% for 10-feet per 2013 CBC section 1804.3. Downspouts and splashblocks should be shown on this plan, as well as any site drainage features such as swales, area drains, bubblers, etc. Grading that increases drainage onto, or blocks existing drainage from neighboring properties, will not be allowed. Public Works generally does not allow rainwater to be collected and discharged into the street gutter, but encourages the developer to keep rainwater onsite as much as feasible by directing runoff to landscaped and other pervious areas of the site. <http://www.cityofpaloalto.org/civicax/filebank/documents/2717>

7. GRADING: Project proposal includes an underground structure. A rough grading plan will need to be present in submittal.

8. ADDITIONAL DRAINAGE: Garage drains shall have sand/oil separator indicated. Proposed trash enclosure shall be required to drain to sanitary sewer only.

9. RETAIL SPACE: If any proposed food service is planned a grease trap will be required.

10. UTILITIES: Note that all above ground utilities, such as transformer, backflow preventer, gas meters, etc., shall be located within project site but accessible from the street. Any new or relocated utilities will correspond with approved locations from City Utilities Department.

11. BASEMENT DRAINAGE: Due to high groundwater throughout much of the City and Public Works prohibiting the pumping and discharging of groundwater, perforated pipe drainage systems at the exterior of the basement walls or under the slab are not allowed for this site. A drainage system is, however, required for all exterior basement-level spaces, such as lightwells, patios or stairwells. This system consists of a sump, a sump pump, a backflow preventer, and a closed pipe from the pump to a dissipation device onsite at least 10-feet from the property line and 3-feet from side and rear property lines, such as a bubbler box in a landscaped area, so that water can percolate into the soil and/or sheet flow across the site. Include these dimensions on the plan. The device must not allow stagnant water that could become mosquito habitat. Additionally, the plans must show that exterior basement-level spaces are at least 7-3/4" below any adjacent windowsills or doorsills to minimize the potential for flooding the basement. Public Works recommends a waterproofing consultant be retained to design and inspect the vapor barrier and waterproofing systems for the basement.

12. BASEMENT SHORING: Shoring Plans prepared by a licensed professional are required for the Basement Excavation and shall be submitted with the Grading and Excavation Permit.

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

13. GEOTECHNICAL REPORT: Shall clearly identify the highest projected groundwater level to be encountered in the area of the proposed basement in the future will be _____ feet below existing grade. Provide the following note on the Final Grading Plans. *“In my professional judgement, the highest projected groundwater level to be encountered in the area of the proposed basement in the future will be _____ feet below existing grade. As a result, the proposed drainage system for the basement retaining wall will not encounter and pump groundwater during the life of this wall.”*

14. DEWATERING: Excavation may require dewatering during construction. Public Works only allows groundwater drawdown well dewatering. Open pit groundwater dewatering is not allowed. Dewatering is only allowed from April through October due to inadequate capacity in our storm drain system. The geotechnical report for this site must list the highest anticipated groundwater level. We recommend that a piezometer be installed in the soil boring. The contractor shall determine the depth to groundwater immediately prior to excavation by using a piezometer or by drilling and exploratory hole. Based on the determined groundwater depth and season the contractor may be required to dewater the site or stop all grading and excavation work. In addition Public Works may require that all groundwater be tested for contaminants prior to initial discharge and at intervals during dewatering. If testing is required, the contractor must retain an independent testing firm to test the discharge water for contaminants Public Works specifies and submit the results to Public Works. Public Works reviews and approves dewatering plans as part of a Grading Permit. The applicant can include a dewatering plan in the building permit plan set in order to obtain approval of the plan during the building permit review, but the contractor will still be required to obtain a Grading Permit prior to dewatering. Alternatively, the applicant must include the above dewatering requirements in a note on the site plan. Public Works has a sample dewatering plan sheet and dewatering guidelines available at the Development Center and on our website.

- http://www.cityofpaloalto.org/gov/depts/pwd/forms_and_permits.asp
- <http://www.cityofpaloalto.org/civicax/filebank/documents/64867>

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

16. Provide the following note on the Site Plan and adjacent to the work within the Public road right-of-way. "Any construction within the city's public road right-of-way shall have an approved Permit for Construction in the Public Street prior to commencement of this work. THE PERFORMANCE OF THIS WORK IS NOT AUTHORIZED BY THE BUILDING PERMIT ISSUANCE BUT SHOWN ON THE BUILDING PERMIT FOR INFORMATION ONLY."

17. Provide the following note on the Site Plan and Grading and Drainage Plan: "Contractor shall not stage, store, or stockpile any material or equipment within the public road right-of-way." Construction phasing shall be coordinate to keep materials and equipment onsite.

18. SIDEWALK, CURB & GUTTER: As part of this project, the applicant shall replace those portions of the existing sidewalks, curbs, gutters or driveway approaches in the public right-of-way along the frontage(s) of the property. Contact Public Works' inspector at 650-496-6929 to arrange a site visit so that the inspector can discuss the extent of replacement work along the public road. The site plan submitted with the building permit plan set must show the extent of the replacement work. The plan must note that any work in the right-of-way must be done per Public Works' standards by a licensed contractor who must first obtain a *Street Work Permit* from Public Works at the Development Center. **Include a scan copy of the Site Inspection Directive obtained from Inspector in plan set.**

19. OFF-SITE IMPROVEMENTS: Along with full sidewalk, curb & gutter replacement, street resurfacing is also required for the property frontage along Hamilton Ave and Waverley St.

20. Any existing driveway to be abandoned shall be replaced with standard curb & gutter. This work must be included within a *Permit for Construction in the Public Street* from the Public Works Department. **A note of this requirement shall be placed on the plans adjacent to the area on the Site Plan.**

21. PUBLIC RESTROOM: Please clarify the proposed plan for the existing JCDcaux public restroom. The plan indicates a proposed removal. The relocation of the facility or proposed outcome shall be identified on the plan set.

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

21. STORM WATER POLLUTION PREVENTION: The City's full-sized "Pollution Prevention - It's Part of the Plan" sheet must be included in the plan set. Copies are available from Public Works on our website <http://www.cityofpaloalto.org/civicax/filebank/documents/2732>

22. LOGISTICS PLAN: The contractor must submit a logistics plan to the Public Works Department prior to commencing work that addresses all impacts to the City's right-of-way, including, but not limited to: pedestrian control, traffic control, truck routes, material deliveries, contractor's parking, concrete pours, crane lifts, work hours, noise control, dust control, storm water pollution prevention, contractor's contact, noticing of affected businesses, and schedule of work. Include a copy in resubmittal. Guidelines are attached below:

<http://www.cityofpaloalto.org/civicax/filebank/blobdload.aspx?BlobID=2719>

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

Fire Department

None

Utilities WGW

The following comments are required to be addressed prior to any future related permit application such as a Building Permit, Excavation and Grading Permit, Certificate of Compliance, Street Work Permit, Encroachment Permit, etc. These comments are provided as a courtesy and are not required to be addressed prior to the Planning entitlement approval:

FOR BUILDING PERMIT:

1. The applicant shall submit a completed water-wastewater service connection application -load sheet per parcel/lot for City of Palo Alto Utilities. The applicant must provide all the information requested for utility service demands (water in fixture units/g.p.m., gas in b.t.u.p.h, and sewer in fixture units/g.p.d.). The applicant shall provide the existing (prior) loads, the new loads, and the combined/total loads (the new loads plus any existing loads to remain).

2. The applicant shall submit improvement plans for utility construction. The plans must show the size and location of all underground utilities within the development and the public right of way including meters, backflow preventers, fire service requirements, sewer mains, sewer cleanouts, sewer lift stations and any other required utilities. Plans for new wastewater laterals and mains need to include new wastewater pipe profiles showing existing potentially conflicting utilities especially storm drain pipes

3. An approved reduced pressure principle assembly (RPPA backflow preventer device) is required for all existing and new water connections from Palo Alto Utilities to comply with requirement of California administrative code, title 17, sections 7583 through 7605 inclusive. The RPPA shall be installed on the owner's property and directly behind the water meter within 5 feet of the property line. RPPA's for domestic service shall be lead free. Show the location of the RPPA on the plans.

4. An approved reduced pressure detector assembly is required for the existing or new water connection for the fire system to comply with requirements of California administrative code, title 17, sections 7583 through 7605 inclusive (a double detector assembly may be allowed for existing fire sprinkler systems upon the CPAU's approval). Reduced pressure detector assemblies shall be installed on the owner's property adjacent to the property line, within 5' of the property line. Show the location of the reduced pressure detector assembly on the plans.

5. All backflow preventer devices shall be approved by the WGW engineering division. Inspection by the utilities cross connection inspector is required for the supply pipe between the meter and the assembly.

6. Existing wastewater laterals that are not plastic (ABS, PVC, or PE) may be replaced at the applicant's expense. Ejector pump is limited to 30 GPM.

7. The existing sewer main on Waverley Street is 5.4" PE, only 4" sewer lateral allowed to connect to this main.

8. The applicant shall pay the capacity fees and connection fees associated with new utility service/s or added demand on existing services. The approved relocation of services, meters, hydrants, or other facilities will be performed at the cost of the person/entity requesting the relocation.

9. A new water service line installation for fire system usage is required. Show the location of the new water service on the plans. The applicant shall provide to the engineering department a copy of the plans for fire system including all fire department's requirements.

10. All existing water and wastewater services that will not be reused shall be abandoned at the main per WGW utilities procedures (by C.P.A.U.).

11. Utility vaults, transformers, utility cabinets, concrete bases, or other structures cannot be placed over existing water, gas or wastewater mains/services. Maintain 1' horizontal clear separation from the vault/cabinet/concrete base to existing utilities as found in the field. If there is a conflict with existing utilities, Cabinets/vaults/bases shall be relocated from the plan location as needed to meet field conditions. Trees may not be planted within 10 feet of existing water, gas or wastewater mains/services or meters. New water, gas or wastewater services/meters may not be

installed within 10' or existing trees. Maintain 10' between new trees and new water, gas and wastewater services/mains/meters.

12. All utility installations shall be in accordance with the City of Palo Alto current utility standards for water, gas & wastewater.

Utilities Electrical

1. Project specific comments: This project is in conflict with existing electric and fiber optic utilities which will have to be relocated in order for the project to proceed. Applicant shall be responsible for the relocation of the primary electric utility line which runs through the project. Relocation work includes, but is not limited to, all trenching and substructure construction and the installation of conduits, cables and equipment. Applicant shall coordinate work with CPAU – Electric. Applicant shall be responsible for the relocation of the City's dark fiber optic system backbone which runs through the project. Relocation work includes, but is not limited to, all trenching and substructure construction and the installation of conduits. Applicant shall coordinate work with CPAU – Electric. All relocation work shall be completed prior to disturbance and/or demolition of existing electric and fiber facilities. Applicant shall submit a formal request and application for the relocation of facilities to CPAU – Electric Engineering. CPAU – Electric shall provide specifications for the design for the relocation of the electric primary lines and fiber optic cables. Applicant shall be responsible for engineering design and shall submit the design for approval by CPAU Electric Engineering. Applicant shall show the proposed locations of the relocated electric primary line and dark fiber optic line on the site plan. Locations of the new electric primary line and dark fiber optic line shall be submitted to CPAU Electric Engineering for review and approval.

Applicant shall provide space for a minimum of four (4) new electric vaults. The vault dimensions are provided on the engineer's mark-up. Applicant shall provide space for a fiber optic communication box. The box dimension is provided on the engineer's mark-up. Applicant shall be responsible for the installation of an electric/city fiber joint trench. Applicant shall show the location of the joint trench, vaults and boxes on a resubmitted site-plan.

Vaults 1820 and 1821, located in the triangle area of the premise, shall not be removed. Applicant shall be responsible to keep these vaults at grade. The electric room shall be above grade level. Location of electric room on basement level is not approved. All service equipment must be located above grade unless otherwise approved by Electric Engineering. If applying for an exception, please state the reason why you cannot meet the standard requirement. Meter equipment must be accessible to CPAU personnel at all times. Applicant shall adhere to the requirements stated in CPAU Electric Engineering Standard Drawings DT-SS-U-1002 (Underground Junction Boxes) and DT-SS-U-1003 (Underground Duct Lines). Applicant shall maintain the required minimum clearances between electric and fiber lines and other utilities as noted in DT-SS-U-1003.

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

3. The applicant shall be responsible for identification and location of all utilities, both public and private, within the work area. Prior to any excavation work at the site, the applicant shall contact Underground Service Alert (USA) at 1-800-227-2600, at least 48 hours prior to beginning work.
4. Only one electric service lateral is permitted per parcel. Utilities Rule & Regulation #18
5. If this project requires padmount transformers, the location of the transformers shall be shown on the site plan and approved by the Utilities Department and the Architectural Review Board. Utilities Rule & Regulations #3 & #16 (see detail comments below).
6. The developer/owner shall provide space for installing padmount equipment (i.e. transformers, switches, and interrupters) and associated substructure as required by the City.
7. The location of the electric panel/switchboard shall be shown on the site plan and approved by the Architectural Review Board and Utilities Department.
8. The customer shall install all electrical substructures (conduits, boxes and pads) required from the service point to the customer's switchgear. The design and installation shall be according to the City standards and shown on plans. Utilities Rule & Regulations #16 & #18.
9. The customer is responsible for sizing the service conductors and other required equipment according to the California Electric Code requirements and City standards.
10. If the customer's total load exceeds 2500 kVA, service shall be provided at the primary voltage of 12,470 volts and the customer shall provide the high voltage switchgear and transformers.
11. For primary services, the standard service protection is a padmount fault interrupter owned and maintained by the City, installed at the customer's expense. The customer must provide and install the pad and associated substructure required for the fault interrupter.
12. Any additional facilities and services requested by the Applicant that are beyond what the utility deems standard facilities will be subject to Special Facilities charges. The Special Facilities charges include the cost of installing the additional facilities as well as the cost of ownership. Utilities Rule & Regulation #20.
13. Projects that require the extension of high voltage primary distribution lines or reinforcement of offsite electric facilities will be at the customer's expense and must be coordinated with the Electric Utility.
14. Transfer of fiber customers will require a minimum of six months to complete from completion of infrastructure. Existing fiber conduit shall not be disturbed until all fiber customers have been transferred to the new fiber facilities.

- B 1. Industrial and large commercial customers must allow sufficient lead-time for Electric Utility Engineering and Operations (typically 8-12 weeks after advance engineering fees have been paid) to design and construct the electric service requested.
- B 2. A completed Utility Service Application and a full set of plans must be included with all applications involving electrical work. The Application must be included with the preliminary submittal.
- B 3. The applicant shall submit a request to disconnect all existing utility services and/or meters including a signed affidavit of vacancy, on the form provided by the Building Inspection Division. Utilities will be disconnected or removed within 10 working days after receipt of request. The demolition permit will be issued after all utility services and/or meters have been disconnected and removed.
- B 4. All utility meters, lines, transformers, backflow preventers, and any other required equipment shall be shown on the landscape and irrigation plans and shall show that no conflict will occur between the utilities and landscape materials. In addition, all aboveground equipment shall be screened in a manner that is consistent with the building design and setback requirements.
- B 5. Contractors and developers shall obtain permit from the Department of Public Works before digging in the street right-of-way. This includes sidewalks, driveways and planter strips.
- B 6. At least 48 hours prior to starting any excavation, the customer must call Underground Service Alert (USA) at 1-800-227-2600 to have existing underground utilities located and marked. The areas to be checked for underground facility marking shall be delineated with white paint. All USA markings shall be removed by the customer or contractor when construction is complete.
- B 7. The customer is responsible for installing all substructures (conduits, boxes and pads) required for the electric service. No more than 270 degrees of bends are allowed in a secondary conduit run. All conduits must be sized according to California Electric Code requirements and no 1/2 – inch size conduits are permitted. All off-site substructure work will be constructed by the City at the customer’s expense. Where mutually agreed upon by the City and the Applicant, all or part of the off-site substructure work may be constructed by the Applicant.
- B 8. All primary electric conduits shall be concrete encased with the top of the encasement at the depth of 30 inches. No more than 180 degrees of bends are allowed in a primary conduit run. Conduit runs over 500 feet in length require additional pull boxes.
- B 9. All new underground conduits and substructures shall be installed per City standards and shall be inspected by the Electrical Underground Inspector before backfilling.

- B 10. For services larger than 1600 amps, a transition cabinet as the interconnection point between the utility's padmount transformer and the customer's main switchgear may be required. See City of Palo Alto Utilities Standard Drawing SR-XF-E-1020. The cabinet design drawings must be submitted to the Electric Utility Engineering Division for review and approval.
- B 11. For underground services, no more than four (4) 750 MCM conductors per phase can be connected to the transformer secondary terminals; otherwise, bus duct or x-flex cable must be used for connections to padmount transformers. If customer installs a bus duct directly between the transformer secondary terminals and the main switchgear, the installation of a transition cabinet will not be required.
- B 12. The customer is responsible for installing all underground electric service conductors, bus duct, transition cabinets, and other required equipment. The installation shall meet the California Electric Code and the City Standards.
- B 13. Meter and switchboard requirements shall be in accordance with Electric Utility Service Equipment Requirements Committee (EUSERC) drawings accepted by Utility and CPA standards for meter installations.
- B 14. Shop/factory drawings for switchboards (400A and greater) and associated hardware must be submitted for review and approval prior to installing the switchgear to:
- Gopal Jagannath, P.E.
Supervising Electric Project Engineer
Utilities Engineering (Electrical)
1007 Elwell Court
Palo Alto, CA 94303
- B 15. For 400A switchboards only, catalog cut sheets may be substituted in place of factory drawings.
- B 16. All new underground electric services shall be inspected and approved by both the Building Inspection Division and the Electrical Underground Inspector before energizing.
- B 17. The customer shall provide as-built drawings showing the location of all switchboards, conduits (number and size), conductors (number and size), splice boxes, vaults and switch/transformer pads.
- B 18. The follow must be completed before Utilities will make the connection to the utility system and energize the service:
- All fees must be paid.
 - All required inspections have been completed and approved by both the Building Inspection Division and the Electrical Underground Inspector.

- All Special Facilities contracts or other agreements need to be signed by the City and applicant.
- Easement documents must be completed.

Public Works Water Quality (Stormwater Management)

1. Submit and follow the “Pollution Prevention – It’s Part of the Plan” construction BMP sheet during life of project.

2. Highly consider using rain chains or similar along vines and other walls/building corners.

3. Stormwater treatment measures

- o Consider using low-maintenance permeable pavers for a small demonstration area. Appropriate specs must be followed. Vendor specs should be reviewed by Parks Maintenance Staff before installation.

- o Installation vendor specs should be followed, though vendor specs should be reviewed by Parks Maintenance Staff before installation. Add this bullet as a note to the building plans.

- o A clear, detailed maintenance agreement must be drafted and agreed upon by all City staff in pertinent Departments (Public Works, Parks) before occupancy approval. Contact Pam Boyle Rodriguez, Stormwater Program Manager, at (650) 329-2421 to facilitate this agreement.

- o Must meet all Bay Regional Municipal Regional Stormwater Permit requirements.

- o Refer to the Santa Clara Valley Urban Runoff Pollution Prevention Program C.3 Handbook (download here: http://scvurppp-w2k.com/c3_handbook.shtml) for details

- o Staff from Stormwater Program (Watershed Protection Division) may be present during installation of stormwater treatment measures. Contact Pam Boyle Rodriguez, Stormwater Program Manager, at (650) 329-2421 before installation. Add this bullet as a note to building plans on Stormwater Treatment (C.3) Plan.

- o Install an interpretive sign regarding stormwater treatment and pollution prevention. Contact Pam Boyle Rodriguez, Stormwater Program Manager, at (650) 329-2421 regarding this text.

4. Bay-friendly Guidelines (rescapeca.org)

- o Do not use chemicals fertilizers, pesticides, herbicides or commercial soil amendment. Use Organic Materials Review Institute (OMRI) materials and compost. Refer to the Bay-Friendly Landscape Guidelines: <http://www.stopwaste.org/resource/brochures/bay-friendly-landscape-guidelines-sustainable-practices-landscape-professional> for guidance. Add this bullet as a note in the building plans.

- o Avoid compacting soil in areas that will be unpaved. Add this bullet as a note in the building plans.

5. Stormwater quality protection

- o Trash and recycling containers must be covered to prohibit fly-away trash and having rainwater enter the containers.
- o Drain downspouts to landscaping (outward from building as needed).
- o Drain HVAC fluids from roofs and other areas to landscaping.
- o Establish a street sweeping maintenance plan in open parking lots. Contact Pam Boyle Rodriguez, Stormwater Program Manager, at (650) 329-2421 regarding this plan.

The following comments are required to be addressed prior to any future related permit application such as a Building Permit, Excavation and Grading Permit, Certificate of Compliance, Street Work Permit, Encroachment Permit, etc. These comments are provided as a courtesy:

6. PAMC 16.09.170, 16.09.040 Discharge of Groundwater

Prior approval shall be obtained from the city engineer or designee to discharge water pumped from construction sites to the storm drain. The city engineer or designee may require gravity settling and filtration upon a determination that either or both would improve the water quality of the discharge. Contaminated ground water or water that exceeds state or federal requirements for discharge to navigable waters may not be discharged to the storm drain. Such water may be discharged to the sewer, provided that the discharge limits contained in Palo Alto Municipal Code (16.09.040(m)) are not exceeded and the approval of the superintendent is obtained prior to discharge. The City shall be compensated for any costs it incurs in authorizing such discharge, at the rate set forth in the Municipal Fee Schedule.

7. PAMC 16.09.180(b)(14) Architectural Copper

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

8. PAMC 16.09.175(k) (2) Loading Docks

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

grading. Appropriate wastewater treatment approved by the Superintendent shall be provided for all rainwater contacting the loading dock site.

9. PAMC 16.09.180(b)(5) Condensate from HVAC

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

10. PAMC 16.09.180(b)(b) Copper Piping

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

11. PAMC 16.09.175(a) Floor Drains

Interior (indoor) floor drains to the sanitary sewer system may not be placed in areas where hazardous materials, hazardous wastes, industrial wastes, industrial process water, lubricating fluids, vehicle fluids or vehicle equipment cleaning wastewater are used or stored, unless secondary containment is provided for all such materials and equipment.

SECTION 7. Indemnity. To the extent permitted by law, the Applicant shall indemnify and hold harmless the City, its City Council, its officers, employees and agents (the “indemnified parties”) from and against any claim, action, or proceeding brought by a third party against the indemnified parties and the applicant to attack, set aside or void, any permit or approval authorized hereby for the Project, including (without limitation) reimbursing the City its actual attorney’s fees and costs incurred in defense of the litigation. The City may, in its sole discretion, elect to defend any such action with attorneys of its own choice.

SECTION 8. Term of Approval. Architectural Review Approval. The approval shall be valid for three years from the February 11, 2019, pursuant to Palo Alto Municipal Code Section 18.77.090.

PASSED: 7-0

AYES: Cormack, DuBois, Filseth, Fine, kniss, Kou, Tanaka

NOES:

ABSENT:

ABSTENTIONS:

ATTEST:

DocuSigned by:

Beth Minor

27523117DA004D7...

City Clerk

DocuSigned by:

Eric Filseth

64244717295F422...

Mayor

APPROVED AS TO FORM:

DocuSigned by:

Albert Yang

15B6C45220134DC...

Senior Asst. City Attorney

APPROVED:

DocuSigned by:

[Signature]

293CF322E1294E6...

Director of Planning and
Community Environment

PLANS AND DRAWINGS REFERENCED:

Downtown Parking Garage

Those plans prepared by Watry Design, Inc., entitled Downtown Parking Garage and consisting of 34 pages, and received May 7, 2018.