



Architectural Review Board

Staff Report

Agenda Date: September 19, 2013

To: Architectural Review Board

From: Clare Campbell, Planner **Department: Planning and Community Environment**

Subject: **1400 Page Mill Road [13PLN-00188]:** Request by Hanover Page Mill Associates for Major Architectural Review to allow the construction of one two-story 86,925 sf commercial building with below- and at-grade parking, replacing the existing square footage of the two commercial buildings (no change in floor area), on behalf of Leland Stanford University in the RP (Research Park) zone district. Environmental Assessment: A Draft Mitigated Negative Declaration has been prepared for this project in accordance with the California Environmental Quality Act (CEQA).

RECOMMENDATION

Staff recommends that the Architectural Review Board (ARB) recommend the Director of Planning and Community Environment approve the proposed project, based upon the required findings (Attachment A) and subject to the conditions of approval (Attachment C).

BACKGROUND

Site Information

The 4.59 acre project site is located within the Stanford Research Park, on the westerly corner of the intersection of Hanover Street and Page Mill Road. The project site is currently laid out as two independent parcels, each having one two-story office building and at-grade parking. The L-shaped project site has the Stanford Channel dividing the corner portion of the site from the deeper and narrower interior portion. The total floor area of the existing buildings is 86,925 square feet (sf) and the buildings are currently occupied by Mercedes Benz and Robotex.

The project site is surrounded by existing Research and Development uses, with the exception of the Mayfield Fire Station that is across Hanover Street. The parcel (1082 California Avenue) that backs up to the project site, along with two others, will be developed with 180 market-rate housing units by Stanford, in accordance with the Mayfield Agreement. On June 20, 2013, an overview of the 2005 Mayfield Agreement for provision of 250 residential units was the topic of an ARB study session. On July 18, 2013, the ARB conducted a preliminary review of 180 of these residential units proposed at 1601 California Avenue; the project includes the demolition of approximately 290,000 square feet of

existing R&D/office space and development of 68 detached single family homes and 112 multi-family units.

Project Description

The proposed project includes demolition of the two commercial buildings and rebuilding of one two-story building containing the same amount of floor area (86,925 sf) as the demolished floor area. The new structure would also include a below grade garage providing 120 automobile spaces, bike storage and showers. The proposal shows the new office building located on the corner portion of the lot and the surface parking located on the interior portion of the lot; the Stanford Channel separates the new building from the parking lot. The surface parking lot, providing 170 spaces, would be landscaped and planted with numerous trees, and include photo voltaic (PV) solar panel canopies to function as additional shade cover, in addition to producing clean energy for the site.

The design of the building includes a center courtyard that would provide the primary circulation connection between the building and the adjacent surface parking lot. In addition to a pedestrian bridge, a vehicle bridge is proposed over the channel providing secondary vehicle access to the site. The project includes an extensive new landscape plan with plantings of new trees, drought tolerant landscape materials, and bio-swales for storm water retention.

The proposed design includes a precast masonry base with metal and glass elevations with deep-set windows. The materials proposed include warm toned glass fiber reinforced concrete (GFRC), Champagne Bronze metal skin, spandrels and metal sunshades. The proposed facades incorporate the use of clear glass window panels, etched glass fins and fritted clear glass, as shown on the elevations. The applicant intends to exceed the CalGreen Tier 2 standards, with a LEED Platinum project and significant on-site production of electricity with the use of PV panels. Additional information has been provided by the applicant for reference in Attachment D.

The plans submitted indicate locations for a monument sign on the corner and on the Page Mill Road frontage, but details have not been provided at this time. The project includes a condition of approval that requires the applicant to provide the sign details for review and approval.

Plans can be found on the city's website at the following url:

<http://www.cityofpaloalto.org/news/displaynews.asp?NewsID=2293&TargetID=319>

DISCUSSION

Previous Review

The ARB reviewed the conceptual design of the project in a Preliminary Review on March 7, 2013. The two public speakers for this item both expressed concerns about the traffic impacts of the future construction activities related to the Mayfield Development and of the proposed project on the adjacent residential neighborhood. The primary comments that were repeated by multiple ARB members focused on landscape improvements and refinement of the building facades, especially the wall that would face Hanover Street. The following link provides access to the online video of the March 7, 2013 ARB public hearing preliminary review:

http://midpenmedia.org/watch/pacc_webcast/March/PAARB_030713.html

Zoning Compliance

The proposed project complies with the RP development standards. Although the new project exceeds the allowable floor area ratio (FAR) by 6,949 sf, the replacement of the non-complying FAR is permitted. The proposed project intends to utilize the same amount of floor area that currently exists today for the two commercial buildings. The existing floor area exceeds what would be permitted to be constructed today, but is allowed, based upon Palo Alto Municipal Code (PAMC) Section 18.70.100(c): "A noncomplying facility in the commercial CS, CN and CC zones and the industrial MOR, ROLM, RP and GM districts, except for those areas designated as special study areas, existing on August 1, 1989, which when built was a complying facility, shall be permitted to be remodeled, improved or replaced in accordance with applicable site development regulations other than floor area ratio, provided that any such remodeling, improvement or replacement shall not result in increased floor area." Please refer to Attachment E for the project's zoning compliance summary.

Landscape

The project includes the removal of most of the existing landscaping, including 104 trees. The new landscape plan provides an extensive replanting of the site that includes 168 trees throughout the site as well as shrubs, groundcover, and decorative paving and accents. Within the courtyard space and the Hanover terrace, outdoor furniture would be provided to support the use of the outdoor space. A unique design element included in the project is the treatment of the pedestrian bridge. The design of the bridge includes plantable areas along the length of the overpass on both sides, which significantly enhances the pedestrian bridge.

Performance Criteria

The project is subject to meeting the Performance Criteria found in Palo Alto Municipal Code (PAMC) Section 18.23. These criteria are intended to provide additional standards to be used in the design and evaluation of developments in multi-family, commercial and industrial zones. The criteria are intended to make new developments and major architectural review projects compatible with nearby residential and business areas and to enhance the desirability of the proposed developments. There are nine specific design elements that are applicable to approval of RP zoned projects, in addition to the required ARB findings.

For this project, the Performance Criteria are applicable to the rear portion of the surface parking lot that backs up to the future residential development associated with the Mayfield Agreement. The four design elements applicable to this project include: (1) Lighting, (2) Visual, Screening and Landscaping, (3) Parking, and (4) Vehicular, Pedestrian, and Bicycle Site Access. Attachment B provides the complete list of Performance Criteria for reference.

ENVIRONMENTAL REVIEW

A Mitigated Negative Declaration (MND) has been prepared for the project in accordance with the California Environmental Quality Act (CEQA). The public comment period for the MND ran from August 5 through September 3, 2013 and staff did not receive any comments on the draft document. The required mitigations for the project focus on potential biological impacts to nesting birds and roosting bats, see Attachment F for additional details.


ATTACHMENTS


Attachment A: Draft ARB Findings

Attachment B: Performance Criteria (PAMC 18.23)

Attachment C: Draft Conditions of Approval
Attachment D: Project Description*
Attachment E: Zoning Compliance Table
Attachment F: Draft Mitigated Negative Declaration and Initial study
Attachment G: Development Plans (Board Members Only)*

* Prepared by Applicant; all other attachments prepared by Staff

Prepared By: Clare Campbell, Planner 

Manager Review: Amy French, AICP, Chief Planning Official 

COURTESY COPIES

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FINDINGS FOR APPROVAL
1400 Page Mill Road [13PLN-00188]

Architectural Review Findings (PAMC 8.76.020)

- (1) *The design is consistent and compatible with applicable elements of the Palo Alto Comprehensive Plan.* This finding can be made in the affirmative in that the project incorporates quality design that recognizes the importance of the area as described in the Comprehensive Plan. The project is also consistent with the Palo Alto Comprehensive Plan policies related to business and economics. The Comprehensive Plan encourages owners to upgrade or replace existing commercial properties so that these commercial areas are more competitive and better serve the community.
- (2) *The design is compatible with the immediate environment of the site.* This finding can be made in the affirmative in that the existing environment is comprised of large office developments consistent with the Research Park, and the new project with its updated design and landscaping, enhances the immediate project area.
- (3) *The design is appropriate to the function of the project.* This finding can be made in the affirmative in that the design of the new office building is consistent with modern commercial buildings in Palo Alto and the Research Park.
- (4) *In areas considered by the board as having a unified design character or historical character, the design is compatible with such character.* This finding is not applicable.
- (5) *The design promotes harmonious transitions in scale and character in areas between different designated land uses.* This finding can be made in the affirmative in that the project is sited such that the surface parking would be adjacent to the future residential development, making little to no impact to the new development.
- (6) *The design is compatible with approved improvements both on and off the site.* This finding can be made in the affirmative in that the project is compatible with the surrounding research and development office uses and the future residential project.
- (7) *The planning and siting of the various functions and buildings on the site create an internal sense of order and provide a desirable environment for occupants, visitors and the general community.* This finding can be made in the affirmative in that the building amenities (open space, parking, entry, etc.) are accessible and attractive to users.
- (8) *The amount and arrangement of open space are appropriate to the design and the function of the structures.* This finding can be made in the affirmative in that the project provides open space areas with a large courtyard, terrace, and pathways within the landscaped areas for visitors and tenants that are functional and desirable.

ATTACHMENT A

- (9) *Sufficient ancillary functions are provided to support the main functions of the project and the same are compatible with the project's design concept.* This finding can be made in the affirmative in that the open space is compatible with the project's design.
- (10) *Access to the property and circulation thereon are safe and convenient for pedestrians, cyclists and vehicles.* This finding can be made in the affirmative in that the building is easily approachable by all modes of transportation and the circulation is safe.
- (11) *Natural features are appropriately preserved and integrated with the project.* This finding can be made in the affirmative in that the proposed tree removals are supported by the city staff and are not considered significant as to require retention.
- (12) *The materials, textures, colors and details of construction and plant material are appropriate expression to the design and function.* This finding can be made in the affirmative, see Findings 2, 3, 4 and 13.
- (13) *The landscape design concept for the site, as shown by the relationship of plant masses, open space, scale, plant forms and foliage textures and colors create a desirable and functional environment.* This finding can be made in the affirmative in that the project includes landscaped street frontages, central courtyard, and parking lot that enhance the site's aesthetic qualities and function.
- (14) *Plant material is suitable and adaptable to the site, capable of being properly maintained on the site, and is of a variety which would tend to be drought-resistant to reduce consumption of water in its installation and maintenance.* This finding can be made in the affirmative in that the selected landscaping is relatively low maintenance and drought tolerant.
- (15) *The project exhibits green building and sustainable design that is energy efficient, water conserving, durable and nontoxic, with high-quality spaces and high recycled content materials.* This finding can be made in the affirmative in that the project incorporates the sustainable design, such as the following: solar shading of the glass through horizontal and vertical sunshades; photovoltaics, targeting net zero electric; low flow plumbing fixtures; drought tolerant plants; bike parking and shower facilities for all tenants; and, highly efficient variable air volume (VAV) system which maximizes thermal comfort with minimal maintenance.
- (16) *The design is consistent and compatible with the purpose of architectural review as set forth in subsection 18.76.020(a).* This finding can be made in the affirmative in that the project design promotes visual environments that are of high aesthetic quality and variety.

Chapter 18.23: PERFORMANCE CRITERIA FOR MULTIPLE FAMILY, COMMERCIAL, MANUFACTURING AND PLANNED COMMUNITY DISTRICTS

Design element regulations that are identified as requirements shall be included in the design of the project. The recommended guidelines should be included in the design of the project. At the submittal of the project to the architectural review board or for a building permit, if these guidelines are not included, it shall be necessary for the applicant to demonstrate how the project meets the design objectives set forth in this section.

18.23.020 Trash Disposal and Recycling

(A) Purpose

Assure that development provides adequate and accessible interior areas or exterior enclosures for the storage of trash and recyclable materials in appropriate containers, and that trash disposal and recycling areas are located as far from abutting residences as is reasonably possible.

(B) Requirements

(i) Trash disposal and recyclable areas shall be accessible to all residents or users of the property.

(ii) Recycling facilities shall be located, sized, and designed to encourage and facilitate convenient use.

(iii) Trash disposal and recyclable areas shall be screened from public view by masonry or other opaque and durable material, and shall be enclosed and covered. Gates or other controlled access shall be provided where feasible. Chain link enclosures are strongly discouraged.

(iv) Trash disposal and recycling structures shall be architecturally compatible with the design of the project.

(v) The design, construction and accessibility of recycling areas and enclosures shall be subject to approval by the architectural review board, in accordance with design guidelines adopted by that board and approved by the city council pursuant to Section 18.76.020.

18.23.030 Lighting

(A) Purpose

To minimize the visual impacts of lighting on abutting or nearby residential sites and from adjacent roadways.

(B) Requirements

(i) Exterior lighting in parking areas, pathways and common open space shall be designed to achieve the following: (1) provide for safe and secure access on the site, (2) achieve maximum energy efficiency, and (3) reduce impacts or visual intrusions on abutting or nearby properties from spillover and architectural lighting that projects upward.

(ii) The use of high pressure sodium and metal halide are permitted light sources. Low pressure sodium is not allowed.

(iii) Exterior lighting fixtures shall be mounted less than or equal to 15 feet from grade to top of fixture in low activity or residential parking lots and 20 feet in medium or high activity parking lots.

(iv) Where the light source is visible from outside the property boundaries, such lighting shall not exceed 0.5 foot-candle as measured at the abutting residential property line.

(v) Interior lighting shall be designed to minimize nighttime glow visible from and/or intruding into nearby properties and shall be shielded to eliminate glare and light spillover beyond the perimeter property line of the development.

(vi) Light fixtures shall not be located next to driveways or intersections, which obstruct clear sight distance triangles.

(vii) Lighting of the building exterior, parking areas and pedestrian ways should be of the lowest intensity and energy use adequate for its purpose, and be designed to focus illumination downward to avoid excessive illumination above the light fixture.

(viii) Pedestrian and security lighting fixtures should be directed downward. Architectural lighting that projects upward from the ground as used in landscaping, courtyards, or building accent should be directed so as not to affect abutting land uses.

(C) Guidelines

(i) Unnecessary continued illumination, such as illuminated signs or back-lit awnings, should be avoided. Internal illumination of signs, where allowed, should be limited to letters and graphic elements, with the surrounding background opaque. Illumination should be by low intensity lamps.

(ii) Timing devices should be considered for exterior and interior lights in order to minimize light glare at night without jeopardizing security of employees. At the time of project approval the project applicant must demonstrate how interior and exterior lighting sources will be reduced after operating hours or when the use of the facility is reduced.

18.23.040 Late Night Uses and Activities

(A) Purpose

The purpose is to restrict retail or service commercial businesses abutting (either directly or across the street) or within 50 feet of residentially zoned properties or properties with existing residential uses located within nonresidential zones, with operations or activities between the hours of 10:00 p.m. and 6:00 a.m. Operations subject to this code may include, but are not limited to, deliveries, parking lot and sidewalk cleaning, and/or clean up or set up operations, but does not include garbage pick up.

(B) Requirements

(i) Retail (including restaurants) or service commercial businesses abutting or within 50 feet of residentially zoned properties or properties with existing residential uses located within nonresidential zones, that are open or with operations or activities between the hours of 10:00 p.m. and 6:00 a.m. shall be operated in a manner to protect residential properties from excessive noise, odors, lighting or other nuisances from any sources during those hours.

(ii) Where planning or building permits are required or for a change in use that results in any such commercial business in the CN or CS zone districts, operating or with activities between the hours of 10:00 p.m. and 6:00 a.m., a conditional use permit shall be obtained and conditions of approval shall be applied as deemed necessary to ensure the operation is compatible with the abutting (or within 50 feet of) residential property. Said use permit shall be limited to operations or activities occurring between 10:00 p.m. and 6:00 a.m.

18.23.050 Visual, Screening and Landscaping

(A) Purpose

Privacy of abutting residential properties or properties with existing residential uses located within nonresidential zones (residential properties) should be protected by screening from public view all mechanical

equipment and service areas. Landscaping should be used to integrate a project design into the surrounding neighborhood, and to provide privacy screening between properties where appropriate.

(B) Requirements

- (i) Walls facing residential properties shall incorporate architectural design features and landscaping in order to reduce apparent mass and bulk.
- (ii) Loading docks and exterior storage of materials or equipment shall be screened from view from residential properties by fencing, walls or landscape buffers.
- (iii) All required interior yards (setbacks) abutting residential properties shall be planted and maintained as a landscaped screen.
- (iv) Rooftop equipment or rooftop equipment enclosures shall not extend above a height of 15 feet above the roof, and any enclosed rooftop equipment nearest residential property shall be set back at least 20 feet from the building edge closest to the residential property or a minimum of 100 feet from the residential property line, whichever is closer. Roof vents, flues and other protrusions through the roof of any building or structure shall be obscured from public view by a roof screen or proper placement.
- (v) For sites abutting residential properties, a solid wall or fence between five and eight feet in height shall be constructed and maintained along the residential property line where privacy or visual impacts are an issue.
- (vi) A minimum 10-foot planting and screening strip shall be provided abutting a low density residential district (R-1, R-2, or RMD).
- (vii) All exterior mechanical and other types of equipment, whether installed on the ground or attached to a building roof or walls, shall be screened from public and, if visible and feasible, from overhead view.
- (viii) For landscape buffers to provide a visual screen, trees and shrubs in the buffer area shall be installed in a manner that provides maximum visual separation of residential uses from the commercial or industrial use, taking into consideration topography and sight lines from residences.
- (ix) Size and density of plant materials shall be in proportion to the size of planting areas and the mass of the structure.
- (x) Plant material selection shall take into consideration solar orientation, drought tolerance, maintenance requirements and privacy screening.
- (xi) Plant material species and container sizes shall allow for a mature appearance within five years.

(C) Guidelines

- (i) Roof vents, flues and other protrusions through the roof of any building or structure should be clustered where feasible and where visual impacts would thereby be minimized.
- (ii) Windows, balconies or similar openings above the first story should be offset so as not to have a direct line-of-sight into the interior living areas of adjacent units within the project or into units on abutting residential property.
- (iii) Building elevations facing residential property should not have highly reflective surfaces, such as reflective metal skin and highly reflective glazing. The paint colors should be in subdued hues.
- (iv) Increased setbacks or more restrictive daylight planes may be proposed by the applicant, or recommended by the architectural review board, as mitigation for the visual impacts of massive buildings.
- (v) Appropriate landscaping should be used to aid in privacy screening.
- (vi) Planting strips and street trees should be included in the project.

(vii) Textured and permeable paving materials should be used, where feasible, in pedestrian, driveway and parking areas in order to visually reduce paved areas and to allow for retention and/or infiltration of storm water to reduce pollutants in site runoff.

(viii) Landscaping material associated with screening should have adequate room to grow and be protected from damage by cars and pedestrian traffic.

(ix) Where rooftops are visible from offsite, they should be treated to minimize aesthetic impacts, including the use of rooftop gardens or other green spaces, where feasible.

18.23.060 Noise and Vibration

(A) Purpose

The requirements and guidelines regarding noise and vibration impacts are intended to protect residentially zoned properties or properties with existing residential uses located within nonresidential zones (residential properties) from excessive and unnecessary noises and/or vibrations from any sources in abutting industrial or commercially zoned properties. Design of new projects should reduce noise from parking, loading, and refuse storage areas and from heating, ventilation, air conditioning apparatus, and other machinery on nearby residential properties. New equipment, whether mounted on the exterior of the building or located interior to a building, which requires only a building permit, shall also be subject to these requirements.

(B) Requirements

(i) All projects shall comply with Chapter 9.10 of the Palo Alto Municipal Code (the Noise Ordinance).

(ii) Noise-producing equipment, including but not limited to generators, pumps, and air conditioning compressors, shall be located out of setbacks where abutting or within 50 feet of residential properties, and shall be screened from view from the residential property.

(iii) At the time of building permit issuance for new construction or for installation of any such interior or exterior mechanical equipment, the applicant shall submit an acoustical analysis by an acoustical engineer demonstrating projected compliance with the Noise Ordinance. The analysis shall be based on acoustical readings, equipment specifications and any proposed sound reduction measures, such as equipment enclosures or insulation, which demonstrate a sufficient degree of sound attenuation to assure that the prescribed noise levels will not be exceeded.

(iv) Upon completion of construction or installation, the city shall, where the acoustical analysis projected noise levels at or within 5 dB less than the Noise Ordinance limits, require demonstration of the installed equipment and certification that it complies with the anticipated noise levels and the Noise Ordinance prior to final building inspection approval.

(C) Guidelines

(i) Projects adjacent to major arterials, railroad tracks and more intensive land uses should include, but not be limited to, the following: sound walls, solid board fencing, and additional landscaping where appropriate to reduce noise impacts on usable open space.

(ii) Parking areas, driveways, loading docks, mechanical equipment, trash enclosures, on-site recreation areas and similar noise generating elements should be sited as far away from residential property as is reasonably possible. When conditions require noise generating elements to be sited within close proximity to residential property, noise mitigation measures should be implemented as deemed suitable by staff or the architectural review board. These measures may include the following:

(a) Placement of building mass, and/or concrete or masonry walls at the residential property line or around the noise generating element;

(b) Elimination of site access close to residential sites where other access is available;

(c) Installation of an earth berm and landscape buffers where appropriate;

(d) Discouragement of the use of open air loudspeakers and compliance with the city's loudspeakers ordinance (Chapter 9.12 of the Palo Alto Municipal Code).

(iii) Auxiliary power sources should be included and used at loading docks so that there is no needless engine idling of delivery trucks with refrigerator or other engine-powered equipment. These sources should be shown on drawings submitted for building permits.

(iv) All uses within 150 feet of a residential property should be operated as not to generate vibration discernible without instruments at or beyond the lot line upon which the source is located or within adjoining enclosed space if more than one establishment occupies a structure. Vibration caused by motor vehicles, trains, and temporary construction or demolition work is exempted from this standard.

18.23.070 Parking

(A) Purpose

The visual impact of parking shall be minimized on adjacent residentially zoned properties or properties with existing residential uses located within nonresidential zones.

(B) Requirements

(i) Surface parking areas shall be located so that garages or carports are not predominantly facing the street, and parking locations behind the building(s) are preferable.

(ii) Carport structures shall be architecturally compatible with the main structures in the project and should utilize substantial support posts. Landscaping material associated with the carport shall have adequate room to grow and be protected from damage by cars and pedestrian traffic.

(iii) Required residential parking spaces in the RM-40 zoning district shall be underground, semi-depressed, enclosed or concealed for projects of six units or more, and encouraged for projects of fewer than six units.

(C) Guidelines

(i) Where feasible, parking shall be broken into smaller groupings of spaces to avoid large expanses of parking and to provide for more opportunities to intercept and filter drainage from the parking areas.

(ii) Proximity of underground parking garages to residentially zoned properties should take into consideration the need for landscaping along the perimeter of the site. In instances where substantial planting is necessary, the placement of parking garages should be adequately setback from the property line to provide for the landscaping.

18.23.080 Vehicular, Pedestrian and Bicycle Site Access

(A) Purpose

The guidelines regarding site access impacts are intended to minimize conflicts between residential vehicular, pedestrian, and bicycle uses and more intensive traffic associated with commercial and industrial districts, and to facilitate pedestrian and bicycle connections through and adjacent to the project site.

(B) Requirements

(i) Truck deliveries shall not occur before 6:00 a.m. or after 10:00 p.m., except pursuant to the provisions of a conditional use permit.

(ii) Site design shall assure that connections to adjacent existing or planned bicycle or pedestrian facilities (sidewalks, bike paths or lanes, etc.) allow for ready access for residents and other users of the site.

(C) Guidelines

(i) The location of driveways, shipping and receiving areas, and loading docks should be sited as far away from residentially zoned properties or properties with existing residential uses located within nonresidential zones as is reasonably feasible while recognizing site constraints and traffic safety issues.

(ii) Employee ingress and egress to a site should be located to avoid the use of residential streets wherever feasible.

(iii) Late hour and early morning truck traffic to a site located in or near a residential area should be discouraged.

(iv) Vehicular access points should not conflict with pedestrian and bicycle walkways and facilities.

(v) Pedestrian and bicycle facilities (sidewalks, bike paths, etc.) should, where feasible, be provided through sites to provide connections to other pedestrian and bicycle routes and to allow for safe access to schools, recreation facilities and services.

18.23.090 Air Quality

(A) Purpose

The requirements for air quality are intended to buffer residential uses from potential sources of odor and/or toxic air contaminants.

(B) Requirements

(i) Cooking odors, smoke and other similar air contaminants shall be controlled and prevented from leaving the property or becoming a nuisance to neighboring properties.

(ii) For all commercial and industrial uses that may be objectionable by reason of the production of emissions of odor, smoke, dust, or other similar air contaminants, the applicant shall provide information showing proposed methods to minimize those contaminants. Such provisions may include such means as regular watering to minimize dust or air scrubbers to minimize smoke.

18.23.100 Hazardous Materials

(A) Purpose

In accordance with Titles 15 and 17 of the Palo Alto Municipal Code, minimize the potential hazards of any use on a development site that will entail the storage, use or handling of hazardous materials (including hazardous wastes) on-site in excess of the exempt quantities prescribed in Health and Safety Code Division 20, Chapter 6.95, and Title 15 of this code.

(B) Requirements

(i) The project shall be designed to comply with all safety, fire and building codes for the storage, use and handling of the hazardous materials involved.

(ii) Any new structure that is designated an "H" occupancy (storage, use and handling of specified types and quantities of hazardous materials), or any existing structure that is converted to an "H" occupancy, as specified by the California Building Code, shall be designed in accordance with the currently adopted California Building Code and Fire Code.

ATTACHMENT B

(iii) Where a building or area used for such storage, use and/or handling is located within 150 feet of a residential zoning district or of properties with existing residential uses located within nonresidential zones (residential properties), the business owner shall provide a report to the fire department addressing the adequacy of the emergency contingency plan, which addresses safety of the nearby residential area, including but not limited to, procedures for accidental releases or other emergencies, and other protective measures as required by Health and Safety Code Division 20, Chapter 6.95, upon:

- (a) A change in the types of hazardous materials stored, used or handled on the site in quantities above the reporting threshold established in California Health and Safety Code Division 20, Chapter 6.95; and/or
- (b) A 100% or greater increase in the quantities of a previously disclosed hazardous material stored, used or handled on the site above the reporting threshold established in California Health and Safety Code Division 20, Chapter 6.95; and/or
- (c) Release/threatened release incidents.

(iv) For any such facility outlined in (iii) above, upon application for any building permit for improvements that would result in a change in the types of hazardous materials stored, used or handled on the site or an increase in the quantities of hazardous materials stored, used or handled on the site, the city shall provide written notice to the owners and residents of all residential property within 150 feet from the property line, not later than ten days after issuance of the building permit. The notice shall inform the property owners that an application has been received, the nature of the request (such as the type of materials), that the fire department and building department have determined the project to be in compliance with relevant hazardous materials regulations, and that the application and details are on file with the fire department and/or building department.

(v) If an applicant proposes a new structure or a modification of an existing structure on a development site that will entail hazardous materials stored, used or handled in excess of the threshold limits of regulated substances listed in Tables 1 - 3 of Section 2770.5 of Title 19 of the California Code of Regulations - Chapter 4.5 Public Safety, or proposes to increase the amounts of hazardous materials on-site above Title 19 threshold limits (including hazardous wastes), notification shall be provided to "affected residents" (and property owners) advising them that the proposed risk management plan (RMP) is available for public review with the Santa Clara County department of environmental health. Notification from the city shall be mailed not later than 10 days after receipt of the information by the fire department (the county allows for a comment period of at least 45 days). Comments may be submitted to the SCCDEH, which shall review the RMP and any comments received.

Any user or operator of hazardous materials above Title 19 threshold limits in Palo Alto shall submit a copy to the Palo Alto fire department of the RMP they are required to prepare under Title 19 and file with the Santa Clara County department of environmental health (SCCDEH). No building or fire department permit shall be issued prior to the submittal of the RMP to the SCCDEH and the fire department and the completion of the required public review period. The applicant is required to identify in the RMP the zone where potential serious offsite consequences would occur from an accidental release of the largest quantity of a regulated substance. This zone extends from the proposed place of usage or storage to a distance where a toxic vapor cloud, heat from a fire, or blast waves from an explosion resulting from an accident at the usage or storage point would travel before dissipating to the level at which serious injuries from short-term exposures will no longer occur. "Affected residents" are those who reside or own residential property within this zone.

ATTACHMENT B

(vi) Notwithstanding the provisions above, no new "H" Occupancy portion of a facility (building or area) designated for storage, use or handling of hazardous materials above Title 19 threshold limits, and no conversion or reconstruction of an existing facility designated for storage, use or handling of hazardous materials above Title 19 threshold limits shall be allowed except upon approval by the city council of a conditional use permit, and in no event shall such facility be located closer than 300 feet to a residentially zoned property or a property with existing residential uses in a nonresidential zone. These provisions shall also apply to facilities that propose (a) to increase the quantity of allowable hazardous materials that previously were below Title 19 threshold limits to levels that exceed Title 19 threshold limits, or (b) to increase the quantity of hazardous materials that already exceed Title 19 threshold limits to a quantity in excess of ten percent (10%) above amounts allowed by an RMP in effect as of November 1, 2006.

(vii) Any facility that is no longer subject to the applicability requirements of Title 19 as described above and for which de-registration of the RMP is submitted by the owner or operator shall not re-establish the use, storage, or handling of hazardous materials in excess of Title 19 threshold limits, except in compliance with the notice and setback requirements outlined above.

(viii) No facility proposing the use of BioSafety Level 4 etiological agents shall be permitted in the city of Palo Alto.

DRAFT
CONDITIONS OF APPROVAL
1400 Page Mill Road [13PLN-00188]

PLANNING & COMMUNITY ENVIRONMENT

The Architectural Review Board (September 19, 2013) recommended approval of the application referenced above, and the Director of Planning and Community Environment (Director) approved the project on xxx, 2013.

Project Planner: Clare Campbell

PLANNING DIVISION

1. The project shall be in substantial conformance with the approved plans and related documents received September 3, 2013, except as modified to incorporate these conditions of approval.
2. The Conditions of Approval document shall be printed on all plans submitted for building permits related to this project.
3. The details of the PV canopies for the parking lot shall be submitted to staff for review and approval prior to the submittal of the related building permit.
4. All future signage for this site shall be submitted for Architectural Review.
5. The project's CEQA mitigations shall be following and completed as detailed in the Mitigated Negative Declaration and related MMRP.
6. 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 ARB 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.
7. Government Code Section 66020 provides that project applicant who desires to protest the fees, dedications, reservations, or other exactions imposed on a development project must initiate the protest at the time the development project is approved or conditionally approved or within ninety (90) days after the date that fees, dedications, reservations or exactions are imposed on the project. Additionally, procedural requirements for protesting these development fees, dedications, reservations and exactions are set forth in Government Code Section 66020. IF YOU FAIL TO INITIATE A PROTEST WITHIN THE 90-DAY PERIOD OR TO FOLLOW THE PROTEST PROCEDURES DESCRIBED IN GOVERNMENT CODE SECTION 66020, YOU WILL BE BARRED FROM CHALLENGING THE VALIDITY OR REASONABLENESS OF THE FEES, DEDICATIONS, RESERVATIONS, AND EXACTIONS.

8. This matter is subject to the Code of Civil Procedures (CCP) Section 1094.5, and the time by which judicial review must be sought is governed by CCP Section 1094.6.
9. 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.

PUBLIC WORKS ENGINEERING

OFFSITE IMPROVEMENTS:

SIDEWALK, CURB & GUTTER: As part of this project, the applicant must replace the existing sidewalks, curbs, gutters or driveway approaches in the public right-of-way along the frontages of the property that are damaged or non-standard. Contact the Public Works' inspector at 650-496-6929 to arrange a site visit so the inspector can determine the extent of replacement work. The site plan must show the extent of the replacement work or include a note that Public Works' inspector has determined no work is required. The plan must note that any work in the right-of-way must be done per Public Works' standards by a licensed contractor who must first obtain a *Permit for Construction in the Public Right-of-Way* ("Street Work Permit") from PWE at the Development Center.

STREET RESURFACING: The full width of the street shall be resurfaced (grind and overlay) along the frontage of the project on Hanover Street. The applicant may work with Public Works Inspection prior to building permit sign-off to determine the extent of resurfacing.

LED STREETLIGHTS: LED streetlights installed per city standards shall be provided on all public streets that front the site.

PEDESTRIAN SITE ACCESS: Work with the Architectural Review Board to identify potential alternatives for direct pedestrian site access from sidewalks in the public right of way on Page Mill Road and/or Hanover Street.

STREET TREES: The applicant may be required to replace existing and/or add new street trees in the public right-of-way along the property's frontage. Call Public Works' arborist at 650-496-5953 to arrange a site visit so he can determine what street tree work will be required for this project. The site or tree plan must show street tree work that the arborist has determined including the tree species, size, location, staking and irrigation requirements. Any removal, relocation or planting of street trees; or excavation, trenching or pavement within 10 feet of street trees must be approved by the Public Works' arborist. The plan must note that in order to do

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street tree work, the applicant must first obtain a *Permit for Street Tree Work in the Public Right-of-Way* (“*Street Tree Permit*”) from Public Works’ Urban Forestry.

STORM WATER TREATMENT: This project must meet the latest State Regional Water Quality Control Board’s (SRWQCB) C.3 provisions. The applicant is required to satisfy all current storm water discharge regulations and shall provide calculations and documents to verify compliance. All projects that are required to treat stormwater will need to treat the permit-specified amount of storm water runoff with the following low impact development methods: rainwater harvesting and reuse, infiltration, evapotranspiration, or biotreatment. However, biotreatment (filtering stormwater through vegetation and soils before discharging to the storm drain system) will be allowed only where harvesting and reuse, infiltration and evapotranspiration are infeasible at the project site. ***Vault-based treatment will not be allowed as a stand-alone treatment measure.*** Where stormwater harvesting and reuse, infiltration, or evapotranspiration are infeasible, vault-based treatment measures may be used in series with biotreatment, for example, to remove trash or other large solids.

Reference: Palo Alto Municipal Code Section 16.11.030(c)

The applicant must incorporate permanent storm water pollution prevention measures that treat storm water runoff that are **site specific**. The prevention measures shall be reviewed by a qualified **third-party reviewer** who needs to certify that it complies with the Palo Alto Municipal Code requirements. This is required prior to the issuance of a building permit. The third-party reviewer shall be acquired by the applicant and needs to be on the Santa Clara Valley Urban Runoff Pollution Prevention Program’s (Program) list of qualified consultants. (http://www.sevurpppw2k.com/consultants2012.htm?zoom_highlight=consultants) Any consultant or contractor hired to design/and/or construct a storm water treatment system for the project cannot certify the project as a third-party reviewer.

Within 45 days of the installation of the required storm water treatment measures and prior to the issuance of an occupancy permit for the building, **third-party reviewer** shall also submit to the City a certification for approval that the project’s permanent measures were constructed and installed in accordance to the approved permit drawings. The project must also enter into a maintenance agreement with the City to guarantee the ongoing maintenance of the permanent C.3 storm water discharge compliance measures. The maintenance agreement shall be executed prior to permit issuance.

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

BEST MANAGEMENT PRACTICES (BMP’s): The applicant is required to submit a conceptual site grading and drainage plan. In order to address potential storm water quality impacts, the plan shall identify BMP’s to be incorporated into the Storm Water Pollution Prevention Plan (SWPPP) that will be required for the project. The SWPPP shall include

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permanent BMP's to be incorporated into the project to protect storm water quality. (Resources and handouts are available from PWE. Specific reference is made to Palo Alto's companion document to "Start at the Source", entitled "Planning Your Land Development Project"). The elements of the PWE-approved conceptual grading and drainage plan shall be incorporated into the building permit plans.

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

PARKING STRUCTURE DRAINS: Drains within the covered floors of the parking structures shall be connected to oil-water separators and sanitary sewer lines. Stormwater runoff from any exposed surface or roof parking areas without canopies need to be treated per C.3 requirements.

GREASE/OIL REMOVAL DEVICE: If there will be a kitchen and food serving area in the new building, any drains in the food service facilities shall be connected to a grease removal device and located on private property.

LOADING DOCK: Any loading dock areas shall be covered and graded so that no storm water enters and flows through the space. Any runoff from the loading dock area shall be kept isolated from the storm drainage system. If the loading area/dock contains a drain, it shall be connected to the sanitary sewer through a manually operated fail-safe valve.

SANTA CLARA VALLEY WATER DISTRICT: The proposed project is within 50 feet of a creek or channel which the Santa Clara Valley Water District (SCVWD) has jurisdiction. Prior to the issuance of a building permit, the SCVWD must review the plans and the applicant shall obtain the required permits. Please include relevant permit forms on the plan sheets submitted for a building permit.

STREAM CORRIDOR PROTECTION: Due to the channel that runs through the site "Stream Corridor Protection" measures apply to this project (18.40.140 City of Palo Alto Municipal Code). Structures or parking lots may not be placed within 20' of the stream bank or a 2:1 slope (horizontal:vertical) from the toe of bank. An exception to this requirement may be possible as the channel is lined with concrete:

Exceptions to this requirement may be granted by the director of public works where the applicant provides a geotechnical slope stability analysis, demonstrating that the proposed development would not threaten the stability of the stream bank slope, require introduction of hardscape in order to maintain the stream bank slope, or be at risk of damage from future bank stability or erosion, and demonstrating how maintenance and repair of the stream could be provided with the proposed development in place, subject to compliance with requirements (b) through (i) below and with all applicable zoning setbacks.

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(b) *New fences shall be constructed a minimum of five feet landward from the top of bank.*

(c) *All native riparian vegetation within 100 feet from the top of bank shall be retained unless its removal is approved by the director of planning and community environment. Replacement planting shall be required when native riparian vegetation is approved for removal.*

(d) *Planting of non-native invasive plant species is not permitted. Prohibited plant material is listed in the Santa Clara Valley Water Resources Protection Collaborative's User Manual Guidelines and Standards for Land Uses Near Streams.*

(e) *Only native riparian vegetation shall be planted between the top of the banks of a stream.*

(f) *Loading docks, trash enclosures, chemical storage areas, and stationary noise-producing mechanical equipment shall be located a minimum of 50 feet from the top of bank of a stream, provided that the director may allow noise-producing equipment closer than 50 feet where site conditions and/or other setback requirements make compliance impractical.*

(g) *Nighttime lighting shall be directed away from the riparian corridor of a stream.*

(h) *Irrigation systems shall be designed such that they do not cause soil erosion.*

(i) *All permitted improvements shall be constructed in a manner consistent with the current version of the Santa Clara Valley Water Resources Protection Collaborative User Manual Guidelines and Standards for Land Uses Near Streams.*

SANTA CLARA COUNTY ROADS AND AIRPORTS: Page Mill Road falls under the jurisdiction of Santa Clara County and any work done in the county right of way requires a permit from the Santa Clara County Roads and Airports.

PUBLIC ACCESS EASEMENTS: The sidewalk at the corner of Page Mill Road and Hanover Street deviates onto private property. A public access easement will be required for the section of sidewalk that overlaps onto private property. Additionally, if the bike share station and shuttle/bus shelter area are to be provided adjacent to the sidewalk on Hanover Street, these areas shall have public access easements.

The following comments are provided to assist the applicant at the building permit phase. You can obtain various plan set details, forms and guidelines from Public Works at the City's Development Center (285 Hamilton Avenue) or on Public Works' website: <http://www.cityofpaloalto.org/gov/depts/pwd/permits.asp>

Include in plans submitted for a building permit:

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

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

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

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

DEWATERING: Excavation for sub-grade structures may require dewatering. PWE only allows groundwater drawdown well dewatering. Open pit groundwater dewatering is not allowed. If dewatering is required, the dewatering plan must be submitted to Public Works as part of a *Street Work Permit*. Dewatering is only allowed from April through October due to inadequate capacity in our storm drain system. The geotechnical report for this site must list the highest anticipated groundwater level. If the deepest excavation is expected to be within 3 feet of the highest anticipated groundwater level, the contractor can determine the actual groundwater depth immediately prior to excavation by installing piezometers or by drilling exploratory holes. Alternatively, the contractor can excavate and hope not to hit groundwater, but if he does, he must immediately stop excavation and submit a dewatering plan to PWE for approval and install a drawdown well system before he continues to excavate. Public Works may require the water to be tested for contaminants prior to initial discharge and at intervals during dewatering. If testing is required, the contractor must retain an independent testing firm to test the discharge water for the contaminants as specified by Public Works.

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

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

SWPPP: If the proposed development will disturb more than one acre of land, the applicant will be required to comply with the State of California's General Permit for Storm Water Discharges Associated with Construction Activity. This entails filing a Notice of Intent to Comply (NOI), paying a filing fee, and preparing and implementing a site specific storm water pollution prevention plan (SWPPP) that addresses both construction-stage and post-construction BMP's for storm water quality protection. The applicant is required to submit two copies of the NOI and the draft SWPPP to PWE for review and approval prior to issuance of the building permit.

STORM WATER POLLUTION PREVENTION: The City's full-sized "Pollution Prevention - It's Part of the Plan" sheet must be included in the plan set. Copies are available from Development Center or on our website. Also, the applicant must provide a site-specific storm water pollution control plan sheet in the plan set.

IMPERVIOUS SURFACE AREA: Since the project will be creating or replacing 500 square feet or more of impervious surface, the applicant shall provide calculations of the existing and proposed impervious surface areas. The calculations need to be filled out in the *Impervious Area Worksheet for Land Developments* form which is available at the Development Center or on our website, then submitted with the building permit application.

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

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

LOGISTICS PLAN: The contractor must submit a logistics plan to PWE prior to commencing work that addresses all impacts to the City's right-of-way, including, but not limited to: pedestrian control, traffic control, truck routes, material deliveries, contractor's parking, concrete pours, crane lifts, work hours, noise control, dust control, storm water pollution prevention, contractor's contact, noticing of affected businesses, and schedule of work. The plan will be attached to a street work permit.

LEASE LINE ADJUSTMENT: According to City of Palo Alto records, multiple leased lots exist within the footprint of the proposed project. Copies of documents associated with the lease line adjustment must shall be completed and attached to the planset prior to issuance of a building permit.

EASEMENTS: Please clarify which easements are to be abandoned and remain as part of the project. Note that buildings, trees, and stormwater treatment features may not be placed in utilities easements.

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

SOLID WASTE

The following issues must be addressed in building plans prior to final approval by this department:

PAMC 18.23.020 Trash Disposal and Recycling

(A) Assure that development provides adequate and accessible interior areas or exterior enclosures for the storage of trash and recyclable materials in appropriate containers, and that trash disposal and recycling areas are located as far from abutting residences as is reasonably possible. (B) Requirements: (i) Trash disposal and recyclable areas shall be accessible to all residents or users of the property. (ii) Recycling facilities shall be located, sized, and designed to encourage and facilitate convenient use. (iii) Trash disposal and recyclable areas shall be screened from public view by masonry or other opaque and durable material, and shall be enclosed and covered. Gates or other controlled access shall be provided where feasible. Chain link enclosures are strongly discouraged. (iv) Trash disposal and recycling structures shall be architecturally compatible with the design of the project. (v) The design, construction and accessibility of recycling areas and enclosures shall be subject to approval by the architectural review board, in accordance with design guidelines adopted by that board and approved by the city council pursuant to Section 18.76.020.

PAMC 5.20.120 Recycling storage design requirements

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

All Services:

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

Garbage, Recycling, and Yard Waste/Compostables cart/bin location and sizing

The proposed commercial development must follow the requirements for recycling container space¹. Project plans must show the placement of recycling containers, for example, within the details of the solid waste enclosures. Collection space should be provided for built-in recycling containers/storage on each floor/office or alcoves for the placement of recycling containers.

- Enclosure and access should be designed for equal access to all three waste streams – garbage, recycling, and compostables.
- Collection cannot be performed in underground. Underground bins locations require a minimum of 77” of vertical clearance. Pull out charges will apply. In instances where push services are not available (e.g., hauler driver cannot push containers up or down ramps), the property owner will be responsible for placing solid waste containers in an accessible location for collection.
- All service areas must have a clearance height of 20’ for bin service.
- New enclosures should consider rubber bumpers to reduce wear and tear on walls.

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

PAMC 16.09.180(b)(10) Dumpsters for New and Remodeled Facilities

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

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

1. Newly constructed and remodeled Food Service Establishments (FSEs) shall include a covered area for all dumpsters, bins, carts or container used for the collection of trash, recycling, food scraps and waste cooking fats, oils and grease (FOG) or tallow.
2. The area shall be designed and shown on plans to prevent water run-on to the area and runoff from the area.

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

3. Drains that are installed within the enclosure for recycle and waste bins, dumpsters and tallow bins serving FSEs are optional. Any such drain installed shall be connected to a Grease Control Device (GCD).
4. If tallow is to be stored outside then an adequately sized, segregated space for a tallow bin shall be included in the covered area.
5. These requirements shall apply to remodeled or converted facilities to the extent that the portion of the facility being remodeled is related to the subject of the requirement.

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

The requirements will assist FSEs with FOG discharge prevention to the sanitary sewer and storm drain pollution prevention. The FSE at all times shall comply with the Sewer Use Ordinance of the Palo Alto Municipal Code. The ordinances include requirements for GCDs, GCD maintenance, drainage fixtures, record keeping and construction projects.

PAMC 5.24.030 Construction and Demolition Debris (CDD)

Covered projects shall comply with construction and demolition debris diversion rates and other requirements established in Chapter 16.14 (California Green Building Code). In addition, all debris generated by a covered project must haul 100 percent of the debris not salvaged for reuse to an approved facility as set forth in this chapter.

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

ENVIRONMENTAL SERVICES

Please note the following issues must be addressed in building plans prior to final approval by this department:

PAMC 16.09.170, 16.09.040 Discharge of Groundwater

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

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

for removal of VOCs will also be required prior to discharge to the sanitary sewer. Additionally, any water discharged to the sanitary sewer system or storm drain system must be free of sediment.

PAMC 16.09.180(b)(9) Covered Parking

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

PAMC 16.09.180(b)(10) Dumpsters for New and Remodeled Facilities

New buildings and residential developments providing centralized solid waste collection, except for single-family and duplex residences, shall provide a covered area for a dumpster. The area shall be adequately sized for all waste streams and designed with grading or a berm system to prevent water runoff and runoff from the area.

PAMC 16.09.180(b)(14) Architectural Copper

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

PAMC 16.09.180(b)(5) Condensate from HVAC

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

PAMC 16.09.205 Cooling Towers

No person shall discharge or add to the sanitary sewer system or storm drain system, or add to a cooling system, pool, spa, fountain, boiler or heat exchanger, any substance that contains any of the following:

- (1) Copper in excess of 2.0 mg/liter;
- (2) Any tri-butyl tin compound in excess of 0.10 mg/liter;
- (3) Chromium in excess of 2.0 mg/liter.
- (4) Zinc in excess of 2.0 mg/liter; or
- (5) Molybdenum in excess of 2.0 mg/liter.

The above limits shall apply to any of the above-listed substances prior to dilution with the cooling system, pool, spa or fountain water.

A flow meter shall be installed to measure the volume of blowdown water from the new cooling tower. Cooling systems discharging greater than 2,000 gallons per day are required to meet a copper discharge limit of 0.25 milligrams per liter.

PAMC 16.09.180(b)(b) Copper Piping

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

16.09.180(12) Mercury Switches

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

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

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

PAMC 16.09.165(h) Storm Drain Labeling

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

Undesignated Retail Space:

PAMC 16.09

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

Designated Food Service Establishment (FSE) Project (if cafeteria is planned):

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

6. The plans shall specify the manufacturer details and installation details of all proposed GCDs. (CBC 1009.2)
7. GCD(s) shall be sized in accordance with the 2007 California Plumbing Code.
8. GCD(s) shall be installed with a minimum capacity of 500 gallons.
9. GCD sizing calculations shall be included on the plans. See a sizing calculation example below.
10. The size of all GCDs installed shall be equal to or larger than what is specified on the plans.
11. GCDs larger than 50 gallons (100 pounds) shall not be installed in food preparation and storage areas. Santa Clara County Department of Environmental Health prefers GCDs to be installed outside. GCDs shall be installed such that all access points or manholes are readily accessible for inspection, cleaning and removal of all contents. GCDs located outdoors shall be installed in such a manner so as to exclude the entrance of surface and stormwater. (CPC 1009.5)
12. All large, in-ground interceptors shall have a minimum of three manholes to allow visibility of each inlet piping, baffle (divider) wall, baffle piping and outlet piping. The plans shall clearly indicate the number of proposed manholes on the GCD. The

Environmental Compliance Division of Public Works Department may authorize variances which allow GCDs with less than three manholes due to manufacture available options or adequate visibility.

13. Sample boxes shall be installed downstream of all GCDs.
14. All GCDs shall be fitted with relief vent(s). (CPC 1002.2 & 1004)
15. GCD(s) installed in vehicle traffic areas shall be rated and indicated on plans.

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

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

ATTACHMENT C

22. Each drainage fixture discharging into a GCD shall be individually trapped and vented. (CPC 1014.5)

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

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

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

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

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

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

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

**Example GCD
Sizing
Calculation:**

1,000 gallon GCD minimum sized	Total: 30
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Note:

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

The requirements will assist FSEs with FOG discharge prevention to the sanitary sewer and storm drain pollution prevention. The FSE at all times shall comply with the Sewer Use Ordinance of the Palo Alto Municipal Code. The ordinances include requirements for GCDs, GCD maintenance, drainage fixtures, record keeping and construction projects.

UTILITIES – ELECTRICAL ENGINEERING

GENERAL

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

THE FOLLOWING SHALL BE INCORPORATED IN SUBMITTALS FOR ELECTRIC SERVICE

1. A completed Electric Load Sheet and a full set of plans must be included with all applications involving electrical work. The load sheet must be included with the preliminary submittal.
2. 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.

ATTACHMENT C

3. Only one electric service lateral is permitted per parcel. Utilities Rule & Regulation #18.
4. 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).
5. The developer/owner shall provide space for installing padmount equipment (i.e. transformers, switches, and interrupters) and associated substructure as required by the City.
6. 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.
7. Location of the electric panel/switchboard shall be shown on the site plan and approved by the Architectural Review Board and Utilities Department.
8. 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.
9. For services larger than 1600 amps, the customer will be required to provide a transition cabinet as the interconnection point between the utility's padmount transformer and the customer's main switchgear. The cabinet design drawings must be submitted to the Electric Utility Engineering Department for review and approval.
10. For underground services, no more than four (4) 750 MCM conductors per phase can be connected to the transformer secondary terminals; otherwise, bus duct must be used for connections to padmount transformers. If customer installs a bus duct directly between the transformer secondary terminals and the main switchgear, the installation of a transition cabinet will not be required.
11. The customer is responsible for sizing the service conductors and other required equipment according to the National Electric Code requirements and the City standards. Utilities Rule & Regulation #18.
12. 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.
13. 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.

14. 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.
15. Projects that require the extension of high voltage primary distribution lines or reinforcement of offsite electric facilities will be at the customer's expense and must be coordinated with the Electric Utility.

DURING CONSTRUCTION

1. 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.
2. At least 48 hours prior to starting any excavation, the customer must call Underground Service Alert (USA) at 1-800-227-2600 to have existing underground utilities located and marked. The areas to be check by USA shall be delineated with white paint. All USA markings shall be removed by the customer or contractor when construction is complete.
3. The customer is responsible for installing all on-site substructures (conduits, boxes and pads) required for the electric service. No more than 270 degrees of bends are allowed in a secondary conduit run. All conduits must be sized according to National Electric Code requirements and no 1/2 – inch size conduits are permitted. All off-site substructure work will be constructed by the City at the customer's expense. Where mutually agreed upon by the City and the Applicant, all or part of the off-site substructure work may be constructed by the Applicant.
4. 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.
5. All new underground conduits and substructures shall be installed per City standards and shall be inspected by the Electrical Underground Inspector before backfilling.
6. The customer is responsible for installing all underground electric service conductors, bus duct, transition cabinets, and other required equipment. The installation shall meet the National Electric Code and the City Standards.
7. 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.

8. 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

9. Catalog cut sheets may not be substituted for factory drawing submittal.
10. All new underground electric services shall be inspected and approved by both the Building Inspection Division and the Electrical Underground Inspector before energizing.

AFTER CONSTRUCTION & PRIOR TO FINALIZATION

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

PRIOR TO ISSUANCE OF BUILDING OCCUPANCY PERMIT

1. The applicant shall secure a Public Utilities Easement for facilities installed on private property for City use.
2. All required inspections have been completed and approved by both the Building Inspection Division and the Electrical Underground Inspector.
3. All fees must be paid.
4. All Special Facilities contracts or other agreements need to be signed by the City and applicant.

WATER - GAS - WASTEWATER ENGINEERING

PRIOR TO ISSUANCE OF DEMOLITION PERMIT

1. Prior to demolition, the applicant shall submit the existing water/wastewater fixture unit loads (and building as-built plans to verify the existing loads) to determine the capacity fee credit for the existing load. If the applicant does not submit loads and plans they may not receive credit for the existing water/wastewater fixtures.

2. The applicant shall submit a request to disconnect all utility services and/or meters including a signed affidavit of vacancy. Utilities will be disconnected or removed within 10 working days after receipt of request. The demolition permit will be issued by the building inspection division after all utility services and/or meters have been disconnected and removed.

FOR BUILDING PERMIT

3. The applicant shall submit a completed water-gas-wastewater service connection application - load sheet 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).

4. The applicant shall submit improvement plans for utility construction. **The water, gas and sanitary sewer connections shall be to the mains Hanover Street.** 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.

5. The applicant must show on the site plan the existence of any auxiliary water supply, (i.e. water well, gray water, recycled water, rain catchment, water storage tank, etc).

6. The applicant shall be responsible for installing and upgrading the existing utility mains and/or services as necessary to handle anticipated peak loads. This responsibility includes all costs associated with the design and construction for the installation/upgrade of the utility mains and/or services.

7. The applicant's engineer shall submit flow calculations and system capacity study showing that the on-site and off-site water and sanitary sewer mains and services will provide the domestic, irrigation, fire flows, and wastewater capacity needed to service the development and adjacent properties during anticipated peak flow demands. Field testing may be required to determine current flows and water pressures on existing water main. Calculations must be signed and stamped by a registered civil engineer. Depending on final load, the applicant may be required to perform, at his/her expense, a flow monitoring study of the existing sewer main to determine the remaining capacity. The report must include existing peak flows or depth of flow based on a minimum monitoring period of seven continuous days or as determined by the senior wastewater engineer. The study shall meet the requirements and the approval of the WGW engineering section. No downstream overloading of existing sewer main will be permitted.

8. For contractor installed water and wastewater mains or services, the applicant shall submit to the WGW engineering section of the Utilities Department **four** copies of the installation of water and wastewater utilities off-site improvement plans in accordance with the utilities department design criteria. All utility work within the public right-of-way shall be clearly shown on the plans that are prepared, signed and stamped by a registered civil engineer. The contractor shall also submit a complete schedule of work, method of construction and the manufacturer's literature on the materials to be used for approval by the utilities engineering section. The applicant's contractor will not be allowed to begin work until the improvement plan and other submittals have been approved by the water, gas and wastewater engineering section. After the work is complete but prior to sign off, the applicant shall provide record drawings (as-builts) of the contractor installed water and wastewater mains and services per City of Palo Alto Utilities record drawing procedures. For contractor installed services the contractor shall install 3M

ATTACHMENT C

marker balls at each water or wastewater service tap to the main and at the City clean out for wastewater laterals.

9. 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 requirements 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.**

10. 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.**

11. Flushing of the fire system to sanitary sewer shall not exceed 30 GPM. Higher flushing rates shall be diverted to a detention tank to achieve the 30 GPM flow to sewer.

12. Sewage ejector pumps shall meet the following conditions:

1. The pump(s) shall be limited to a total 100 GPM capacity or
2. The sewage line changes to a 4" gravity flow line at least 20' from the City cleanout.
3. The tank and float is set up such that the pump run time not exceed 20 seconds each cycle.

13. 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.

14. Existing wastewater laterals that are not plastic (ABS, PVC, or PE) shall be replaced or abandoned at the applicant's expense.

15. Existing water services that are not a currently standard material shall be replaced or abandoned at the applicant's expense.

16. 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.

17. Each unit or place of business shall have its own water and gas meter shown on the plans. Each parcel shall have its own water service, gas service and sewer lateral connection shown on the plans.

18. A separate water meter and backflow preventer is required to irrigate the approved landscape plan. Show the location of the irrigation meter on the plans. This meter shall be designated as an

irrigation account and no other water service will be billed on the account. The irrigation and landscape plans submitted with the application for a grading or building permit shall conform to the City of Palo Alto water efficiency standards.

19. A new gas service line installation is required. Show the new gas meter location on the plans. The gas meter location must conform with utilities standard details.

20. All existing water and wastewater services that will not be reused shall be abandoned at the main per WGW utilities procedures.

21. Utility vaults, transformers, utility cabinets, concrete bases, or other structures can not 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' of existing trees. Maintain 10' between new trees and new water, gas and wastewater services/mains/meters.

22. To install new gas service by directional boring, the applicant is required to have a sewer cleanout at the front of the building for each sewer pipe leaving the building. This cleanout is required so the sewer lateral can be videoed for verification of no damage after the gas service is installed by directional boring.

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

24. The applicant shall obtain an encroachment permit from Santa Clara county department of transportation for all utility work in the county road right-of-way. The applicant must provide a copy of the permit to the WGW engineering section.

FIRE

1. Provide Fire Department access road 20 feet in width with 13' 6" vertical clearance. Road to meet weight access requirements of the fire truck (79,000 lbs) and shall be all-weather.
2. Site address to be posted on the fence next to the gate access to the property.
3. Building exterior to be provided with key box.
4. Hydrants shall be spaced at intervals not to exceed 300 feet in both directions of travel around the building following the route of travel of a fire engine.
5. Elevator car shall be sized for Fire Department gurney access requirements based on gurney dimensions of 24" x 84" plus a minimum of two emergency response personnel.

ATTACHMENT C

6. Sprinkler main drain shall be directed to an approved landscape location or full flow shall be attenuated after discharge from the 2 inch orifice to an acceptable flow rate prior to discharge to the sanitary sewer. Please contact the Water Gas Wastewater section of the Utilities Department for additional information.

PUBLIC WORKS – URBAN FORESTRY DIVISION

Site and Improvement Plans. Please design a trench for the roots to access/connect and share the landscape area behind the sidewalk with the RoW planter strip area. This is required for a large replacement tree (x2) to be successful. Design 2 bubbler heads PW Detail #513), 15 gal size Columbia London Plane, (PW Detail #604) planted and may be flanked by white carpet rose ground cover.



HANOVER PAGE MILL -
1400 Page Mill Road, Palo Alto

Project Narrative - Formal ARB
April 30, 2013

PROJECT INFORMATION:

Hanover Page Mill Associates, LP is the sponsor of this application for a new 86,925 square foot energy efficient Class-A office building to replace existing, obsolete buildings on the project site. The site, at the southwest corner of Page Mill Road and Hanover Street, is a prominent gateway location within the Stanford Research Park. The site is approximately 4.6 acres and carries the Research Park (RP) zoning designation. It currently contains two 2-story office buildings and surface parking. The existing building at 1400 Page Mill Road is currently occupied by two tenants, Mercedes Benz and Robotex. The other existing building on the project site is 2670-2680-2690 Hanover Street, which is currently occupied by Stanford Hospitals and Clinics.

The proposed new 86,925 square foot building will contain the same total floor area as the two existing buildings together. The proposed single-building design allows for a more efficient use of the site and substantially more landscaped area than exists on the site currently. The building will be two stories above grade with a single level subterranean parking garage. The entrance to the parking garage will be along a secondary entry drive from Hanover Street. The main entry to the property will be from Page Mill Road.

The building will utilize high-quality materials, high performance design parameters, and an extremely energy efficient envelope. As a result, it will present an outstanding example for future buildings within the Park. The project will significantly exceed the required CALGreen Tier 2 standards, with objectives of LEED Platinum certification and a substantial portion of electricity produced onsite with photovoltaic panels. The building will provide excellent indoor air quality, abundant natural daylighting without glare, and excellent thermal comfort for occupants.

Each elevation of the proposed building is designed and engineered based on solar aspect to minimize solar heat gain and solar glare on the interior spaces. Horizontal and vertical architectural sunshades are used in multiple compositions to respond to the specific solar orientation of each façade. This advanced design philosophy will create a building that will be a high performance, energy efficient workplace with substantially reduced energy consumption and increased occupant comfort, compared to current standard Class A office designs.

The site slopes down towards the north from approximately 50' at the highest point along the southern boundary to approximately 42' at Hanover Street. There is an existing exposed Santa Clara Valley Water District drainage channel traversing the site west to east that must remain in place. The new building will be adjacent to the Water District easement, and set back 50' from both the Page Mill and Hanover right of ways.

Parking will be provided on the site at a ratio of 3.3 per 1,000sf, for a total of 289 spaces. 120 stalls will be within the below grade parking garage with the remaining 169 provided in a landscaped surface parking lot. We propose to cover a portion of the surface parking with canopies of photovoltaic panels for shade and clean power generation.

The primary entry to the site will be from Page Mill Road. The entry drive and visitor parking area will be within the grove of trees described above, which marks a transition from busy Page

Mill Road to the calm landscaped setting of the proposed new building. From the entry parking area there will be filtered views of the prominent lobby within the central courtyard. The courtyard will be a landscaped gathering space that embodies the "working in the garden" theme that has been the design guidepost for this building. This courtyard is temporal in its function as it provides both building access and gathering spaces for people throughout the day.

The landscape design proposes to use a palette of drought tolerant and California adapted plants that will decrease water consumption and decrease use of harsh landscape chemicals. Storm water retention areas are incorporated into the landscape design as visual and aesthetic features to illustrate the sustainable connection between our local climate, plant communities and the cycle of water through ecosystems. The landscape design seeks to capture themes we see in the local environment such as grasslands, woodlands, and flowering plants that are attractive to native butterflies and birds.

We look forward to feedback from the Architectural Review Board and the City of Palo Alto on this proposed redevelopment project.

Architectural Design Narrative

THREE GOALS:

At the Preliminary ARB review we introduced the three primary goals of the project:

- 1) Contextual - Become part of and enrich the fabric of Palo Alto, Page Mill Road & the Research Park*
- 2) Highly Energy Efficient – with Onsite Solar Energy*
- 3) Extraordinary Comfort for Building Occupants – Abundant Natural Daylight and an experience of "Working in a Garden"*

The project continues to embrace these goals, and remains on track with its ambitious sustainability agenda. With this Formal ARB submittal we show the development of the design, and we address the key aspects of the project that were discussed in the Preliminary ARB hearing which include the following:

- a) Contextual - Demonstrate how the proposed design works with its neighbors*
- b) Minimize the aesthetic impact of the existing drainage channel*
- c) Add Variety to the two street elevations*
- d) Make the Hanover elevation more "people-scaled"*

◆ **Context:**

The horizontal lines of the proposed design match the scale and character of the surrounding buildings. Following are our street elevations, and images of all of the surrounding buildings. We also note that our proposed building works well with the new HP complex across Page Mill through the use of metal panels and tailored detailing.



Hanover Elevation



Page Mill Elevation

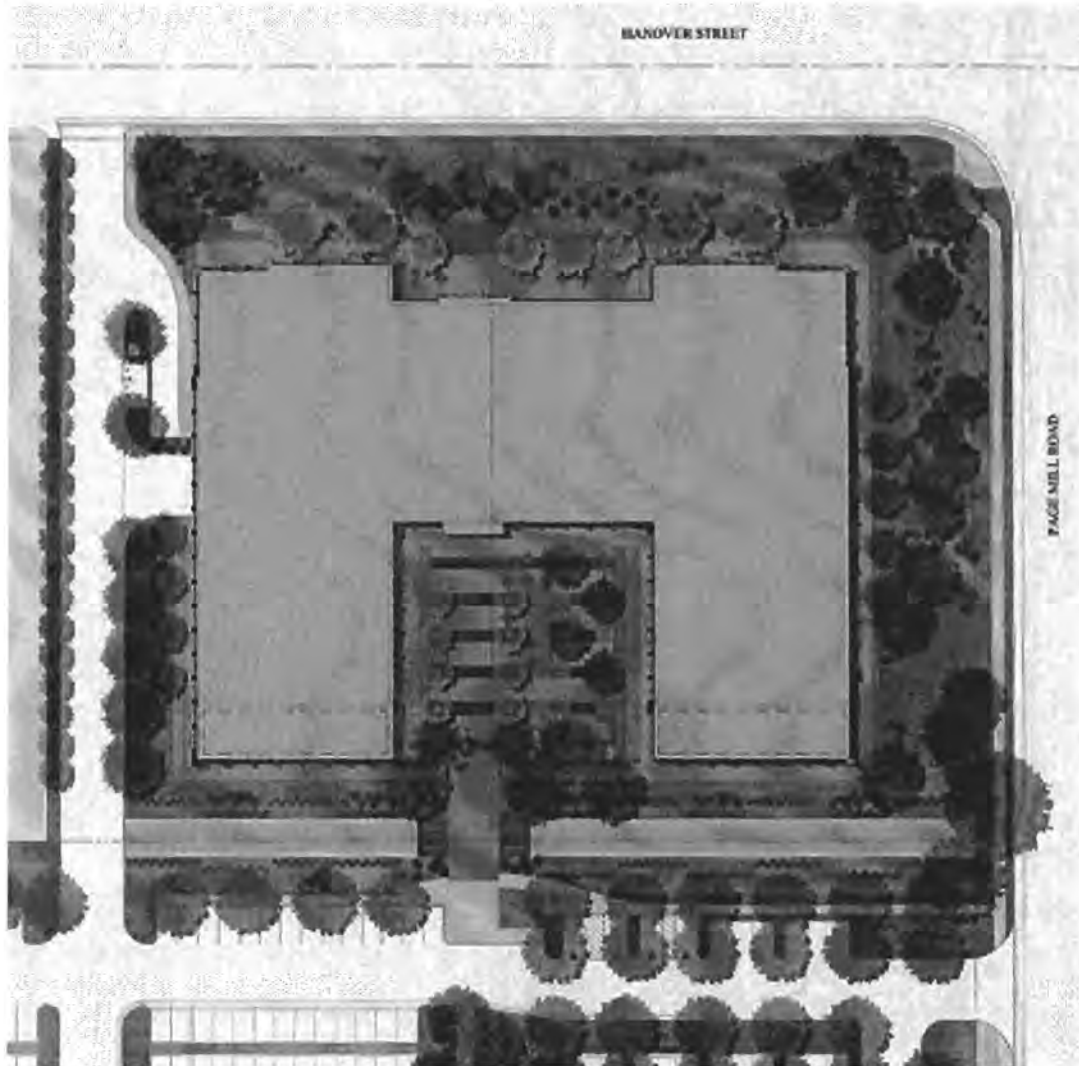


Surrounding Buildings

◆ **The Drainage Channel; Street Elevation Variety, Interest & People Scale**

One of the project's Project Goals, **Working in a Garden**, became the catalyst in resolving these three related concerns. By embracing this goal completely the solution unfolded.

No matter how one arrives at the site, either on foot or by car, one transitions from outside to inside through a garden.



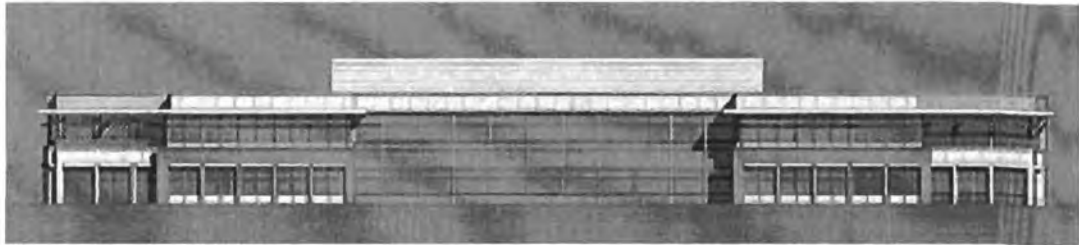
Proposed Master Plan

The garden is a collection of many unique spaces. Following is a description of how these spaces contribute to a complete design solution:

- **The 50' wide street frontages:** These zones have been developed into expansive natural California garden areas. The placement of trees, bioswales, stone walls, decks, trellises and people gathering spaces are thought of as an integral part of the building composition. As the spaces were programmed and developed they informed changes to the architecture needed to reinforce them. We believe the end result achieves the goal of variety and interest for the street elevations. Please see the following images for detail:



Hanover Elevation AFTER

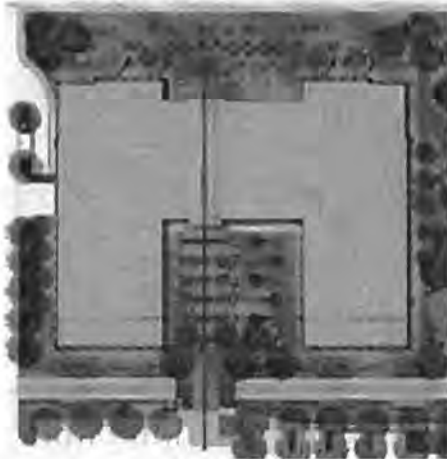


Hanover Elevation BEFORE



The Hanover elevation is unique in that it is on the quieter street, and it faces north. Previously we had shown the center section as a two story glass curtain wall. The backdrop now has been changed from plain curtain wall, and broken with an aluminum belt line between floors that aligns with the new trellis lintel beyond. We expressed the spine of the building by creating a two story projection on the north wall that matches the character of the lobby projection. This feature becomes the entry to the new terrace.

A stone wall projects out into the landscape to define and enclose the space. At a break that aligns with the lobby, a wood deck projects out from that. To make the terrace an inviting place to be, it is enclosed with the wall and an aluminum trellis. This new "people space" works together with the originally proposed corner balcony on the second floor to activate the entire street elevation.



The landscape on Hanover is designed to create a buffer between the street and the terrace so that it is clearly a private outdoor space for building occupants. At the same time, however, it allows the building to be open and extroverted, contributing to the life of the street.

We believe the enhancements along Hanover add interest and human scale. We expect the spaces to work as planned because of the enclosure provided, the amenities that will exist on the terrace including benches, seating, BBQ and Japanese Maples, taken together with the fact that one is on the street and part of the action.

Page Mill offers a different set of parameters. It is a fast street and the building wants to better define the edge.



Page Mill Elevation with landscape layered into the overall composition



Detail at Page Mill elevation at site entry

Landscape walls, boulders, and many of the features developed elsewhere on the project are included in the Page Mill elevation. We maintained the horizontal massing of the walls and sun shades, and used these landscape elements to create visual interest.



Page Mill / Hanover Intersection

- **The Drainage Channel & Bridges:**

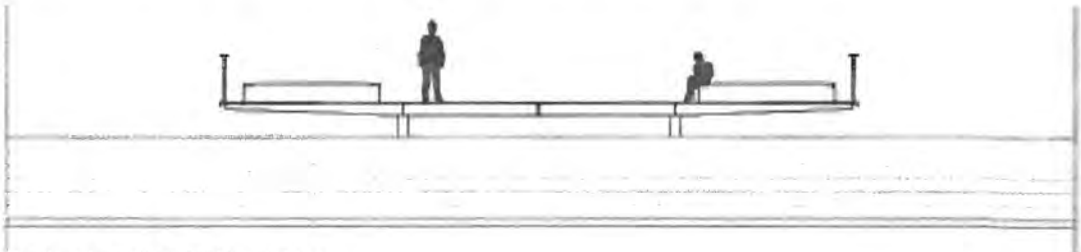
The concept for upgrades to the drainage channel to minimize the aesthetic impact include a replanting program for the channel easement consisting of a staggered rhythm of native shrubs alternating with vignettes of naturalized accent plants.

These pockets of accent plants offer interest both as viewed from office spaces as well as viewed from parking. This sequence allows for pockets of planting along top of channel slope for cascading plant species to soften the channel character.

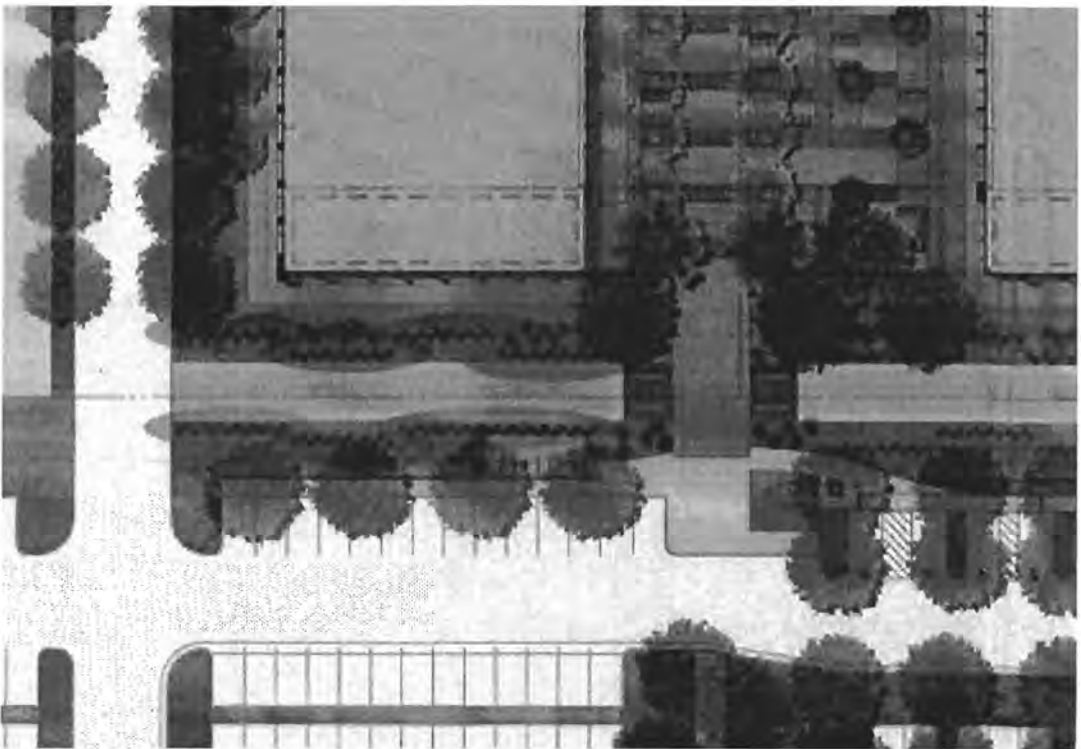
The bridge crossing is envisioned as a wide pedestrian structure, light in appearance w/ tapered cantilevered edges serving as seating wings. Floating translucent (or fritted) polycarbonate rail panels maximize opacity without adding weight to the bridge appearance. Materiality integrates bridge rail panels with lobby/building glass detailing, emphasizing play of light and shadow on bridge deck surface w/o revealing the view down the channel. Emphasis on views are north/south to adjacent landscape improvements where bridge touches down.



Vehicular and pedestrian bridges with solid rails to block the views into the channel



Section through pedestrian bridge



*Alternating clusters of trailing plants at the channel
Wood decks extend the pattern from the main courtyard across the channel and also screen the channel*



Detail at site entry - Channel viewed from above

- **The Main Courtyard:** The south-facing main courtyard is a project within a project. A strong promenade of alternating bands on Ipe wood and pavers starts in the parking lot, crosses the bridge and extends all the way into the lobby and out the other side in the Hanover Terrace.

Two Canary Island Palms are proposed to act as markers for the promenade. We felt it was important to introduce a tree that was something other than a canopy tree to help orient the space.

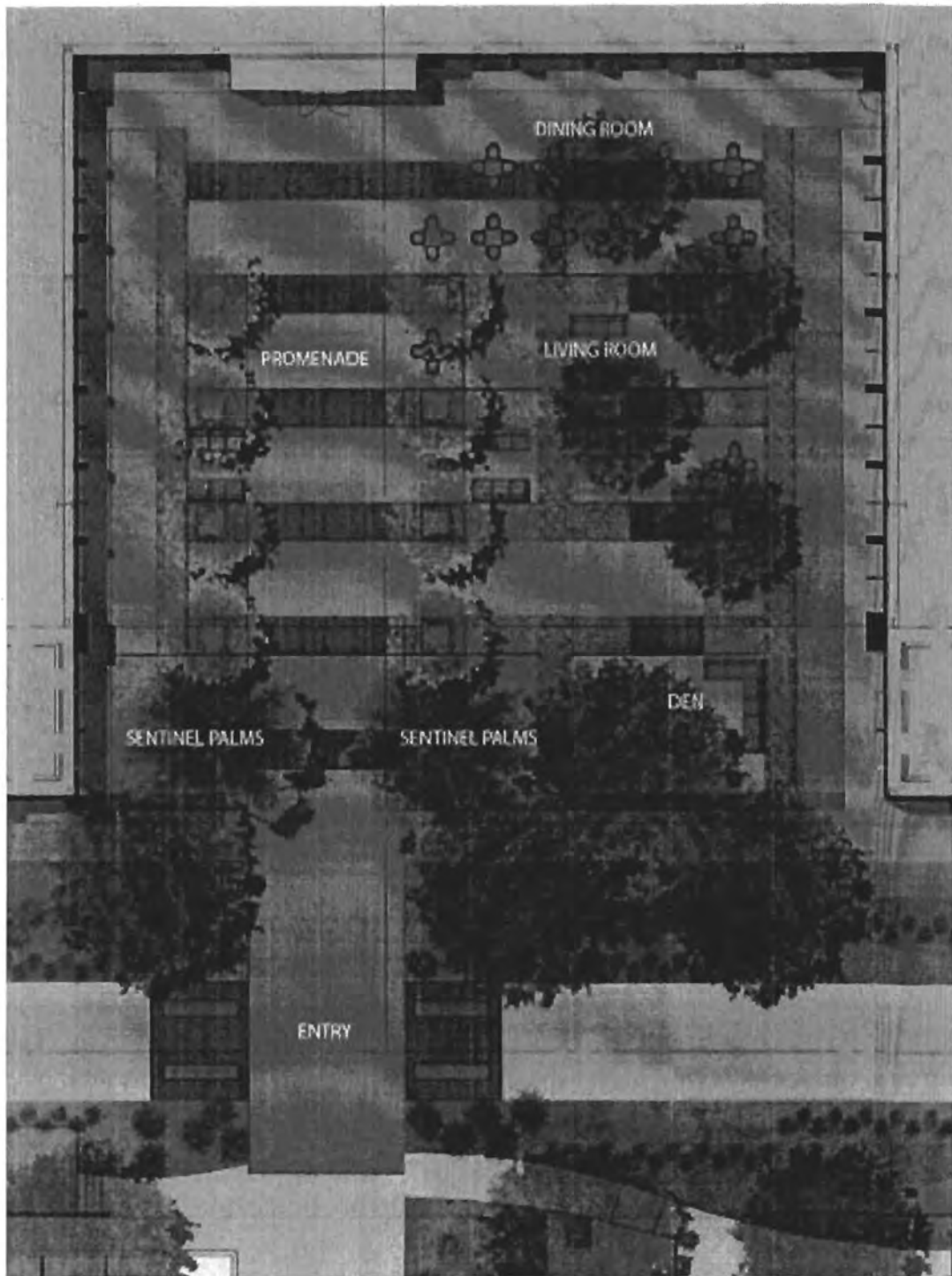
To the side of the promenade are seating areas. There is an open table area against the building at the lobby, a "living room" seating area in front of that, and a cozy "den" seating area at the end of that. Please see enlarged plan next page.



Sentinel palms mark the promenade



The character of the outdoor seating areas adjacent to the promenade - the "Living Room"



- **The Hanover Entry:** Special attention is also given to the Hanover entry. Bicyclists and pedestrians can access the building via the path visible in the image below which leads to the bike storage area, showers and garage elevator lobby.



Hanover entry with projecting wood deck at terrace beyond



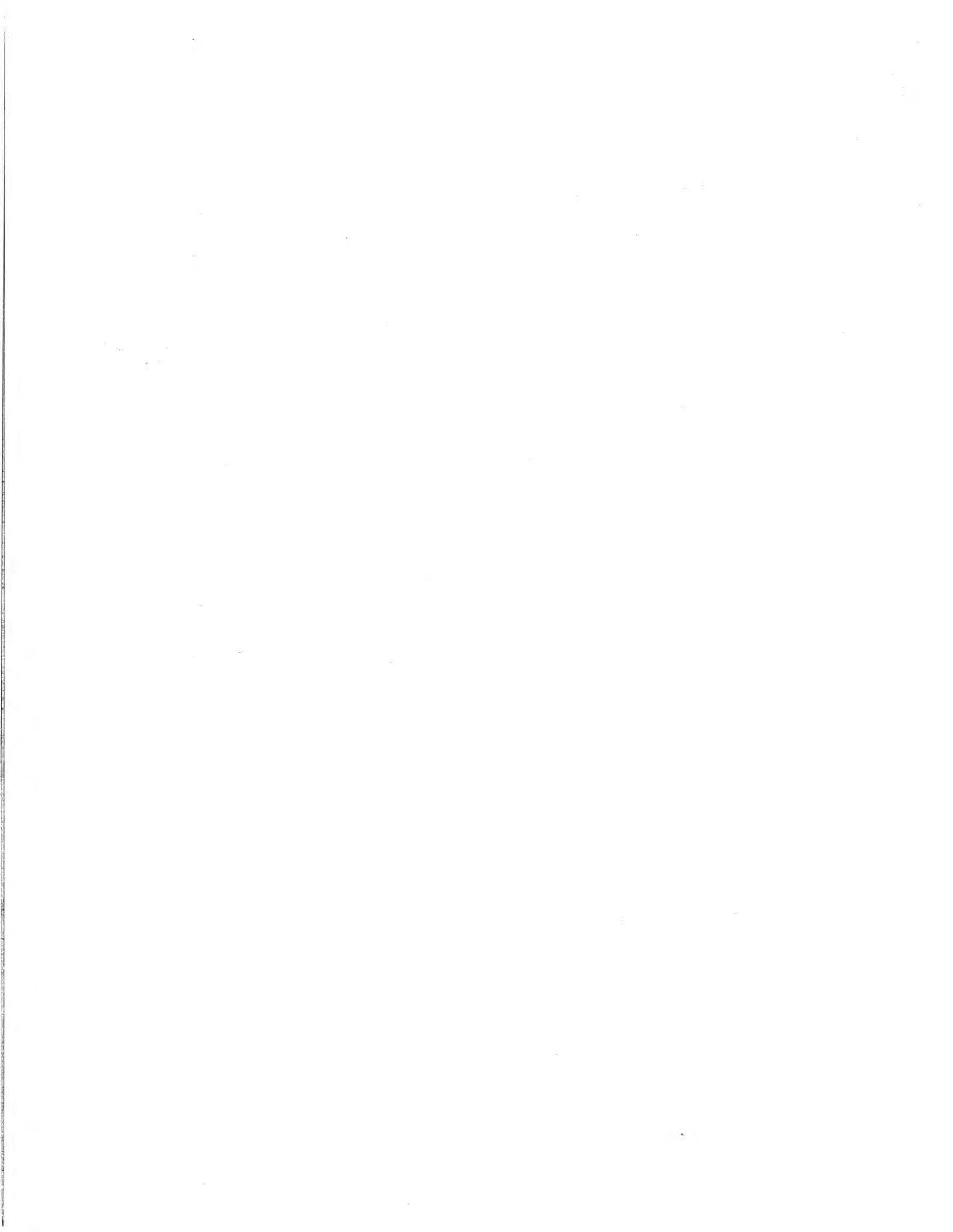
We thank the Architectural Review Board for their comments during the Preliminary hearing which helped inform the design as it developed.

ZONING COMPLIANCE TABLE
 1400 Page Mill Road [13PLN-00188]
RP ZONE

DEVELOPMENT STANDARDS	STANDARD	PROPOSED PROJECT	CONFORMS
Lot Size	None	199,940 sf	Yes
Minimum Building Setback			
Front - Hanover Street Special Setback	50'	50'	Yes
Street Side – Page Mill Road Special Setback	50'	50'	Yes
Rear Yard	20'	>20'	Yes
Interior Side Yards	20'	>20'	Yes
Maximum Site Coverage (building footprint)	30% (54,134 sf)	24.5% (44,332 sf)	Yes*
Maximum Height	35'	29'-11"	Yes
Daylight Plane	Not Applicable	Not Applicable	Yes
Floor Area Ratio (FAR)	0.4:1 = 79,976 sf	0.43:1 = 86,925 sf	Yes**
Parking Requirement	290 spaces 1 space/300 sf commercial area	290 spaces	Yes*
Bicycle Parking	29 spaces 1 space/3,000 sf	Long Term: 23 Short Term: 15	Yes

* The proposed PV carport structures are excluded from the lot coverage calculation per the “lot coverage” definition that exempts resource conservation facilities, such as “thermal storage facilities,” from being counted, with the Planning Director’s approval.

** The existing floor area (86,925 sf) exceeds what would be permitted to be constructed today, but is allowed, based upon PAMC 18.70.100(c): “A noncomplying facility in the commercial CS, CN and CC zones and the industrial MOR, ROLM, RP and GM districts, except for those areas designated as special study areas, existing on August 1, 1989, which when built was a complying facility, shall be permitted to be remodeled, improved or replaced in accordance with applicable site development regulations other than floor area ratio, provided that any such remodeling, improvement or replacement shall not result in increased floor area.”





City of Palo Alto
Department of Planning and Community Environment
California Environmental Quality Act
DRAFT MITIGATED NEGATIVE DECLARATION

I. DESCRIPTION OF PROJECT

Date: August 1, 2013

Project Name: 1400 Page Mill Road Office Project

Project Location: 1400 Page Mill Road; 2670-2680-2690 Hanover Street
Palo Alto, CA

Project Proponent: Christopher Wuthmann
Stanford Real Estate
650-724-4981

City Contact: Clare Campbell, Planner
City of Palo Alto
250 Hamilton Avenue
Palo Alto, CA 94301

Project Description:

The proposed project site involves three parcels [142-19-014 (1400 Page Mill Road), 142-19-011 and 142-19-012 (2670-2680-2690 Hanover Street)] that would be combined into one 199,940 square foot site. The proposed project includes the demolition of two existing office buildings and the development of one 86,925 square foot two-story office building with both below and at-grade parking; the square footage for the new building does not exceed the existing area of the two office building. The project site has the Stanford Channel, a concrete channelized waterway, running through it, which will remain undisturbed. The project includes the removal of approximately 100 trees and the installation of approximately 150 new trees and additional landscaping on the site. For the surface parking lot, photo-voltaic panels would be installed and utilized for shaded parking.

The proposed project, with a 0.43:1 floor area ratio (FAR), exceeds the standard development in the RP zone district, which is limited to a maximum of 0.4:1 for the FAR. As permitted by Palo Alto Municipal Code (PAMC) Section 18.70.100 (c), a noncomplying facility in the RP district, except for those areas designated as special study areas, existing on August 1, 1989, which when built was a complying facility, shall be permitted to be remodeled, improved or replaced in accordance with applicable site development regulations other than floor area ratio, provided that any such remodeling, improvement or replacement shall not result in increased floor area.

II. DETERMINATION

In accordance with the City of Palo Alto's procedures for compliance with the California Environmental Quality Act (CEQA), the City has conducted an Initial Study to determine whether the proposed project could have a significant effect on the environment. On the basis of that study, the City makes the following determination:

The proposed project **COULD NOT** have a significant effect on the environment, and a **NEGATIVE DECLARATION** is hereby adopted.

Although the project, as proposed, could have a significant effect on the environment, there will not be a significant effect on the environment in this case because mitigation measures have been added to the project and, therefore, a **MITIGATED NEGATIVE DECLARATION** is hereby adopted.

The attached initial study incorporates all relevant information regarding the potential environmental effects of the project and confirms the determination that an EIR is not required for the project.

In addition, the following mitigation measures have been incorporated into the project:

Mitigation Measure BIO-1: If demolition starts during the bird nesting season (February 1-August 31), removal of vegetation or buildings, or construction in close proximity to such vegetation, could impact birds protected under the MBTA. If feasible, the vegetation on the project site shall be removed outside of the bird nesting season, or exclusion measures shall be installed under the direction of an expert in order to prevent birds from establishing nests onsite prior to demolition.

If the start of vegetation or building removal is started between February 1 and August 31st, a pre-construction survey for nesting birds protected under the MBTA shall be conducted by a qualified biologist to identify the location of nests in active use that were established prior to the start of demolition activities. The preconstruction survey shall take place no more than 7 days prior to initiation of construction. All trees and shrubs on the site shall be surveyed, with particular attention to any trees or shrubs that will be removed or directly disturbed. If an active nest of an MBTA-protected bird is found on site, the biologist, shall, in consultation with the California Department of Fish and Wildlife (CDFW), determine an appropriate construction-free buffer zone around the nest to remain in place until the young have fledged. This measure is only for the initial demolition work on the site; if birds establish nests during construction activities it is assumed that the construction activities are not a deterrent to nesting.

Effectiveness: Will prevent violation of the MBTA or CDFG code, and would reduce a potentially significant impact to less than significant levels by avoiding impacts to protected birds.

Implementation: Measure shall be a condition of project approval and shall be implemented by the Applicant.

Timing: Vegetation removal and/or building demolition shall start between September 1 and January 31 if feasible. If a pre-construction survey for nesting birds is required because

vegetation removal and/or building demolition will start between February 1 and August 31, the survey shall be conducted within 7 days prior to vegetation removal and/or building demolition.

Monitoring: If a nesting bird survey is conducted, the results of the survey shall be submitted to the City prior to vegetation removal and/or building demolition. A qualified biologist shall monitor any needed buffer zone(s) to ensure that they remain in place until the young have fledged.

Mitigation Measure BIO-2: Demolition of the existing building at 1400 Page Mill Road could result in the removal or disturbance of roosting bats protected under California Fish and Game Code. A preconstruction survey for roosting bats shall be completed by a qualified biologist within 14 days prior to demolition of the building at 1400 Page Mill Road, with particular attention to the corrugated roofing. If bat roosts are detected the corrugated metal roofing in the roost area shall be removed by hand late in the day to allow any roosting bats to escape at a time of day that will help their survival. Due to restrictions of the California Health Department, direct contact by workers with any bat is not allowed.

Effectiveness: Will reduce a potentially significant impact to less than significant levels by allowing roosting bats to escape prior to building demolition.

Implementation: Measure shall be a condition of project approval and shall be implemented by the Applicant.

Timing: The pre-construction survey shall be completed within 14 days prior to the demolition of the building at 1400 Page Mill Road. If necessary the corrugated roofing to be removed shall be removed in the late afternoon, evening or at night to allow bats to escape at a time when they are normally foraging and less likely to succumb to exhaustion or predators.

Monitoring: The Applicant shall provide the results of the pre-construction bat survey to the City.



Prepared by Project Planner

08-01-2013

Date

Adopted by Director of Planning and Community Environment

Signed after the Mitigated Negative Declaration has been approved

Date

WE, THE UNDERSIGNED, HEREBY ATTEST THAT WE HAVE REVIEWED THE INITIAL STUDY AND DRAFT MITIGATED NEGATIVE DECLARATION FOR THE PROJECT DESCRIBED ABOVE AND AGREE TO IMPLEMENT ALL MITIGATION MEASURES CONTAINED THEREIN.

Project Applicant's Signature

Date

1400 Page Mill Road Office Project

Initial Study



CITY OF
**PALO
ALTO**

August 1, 2013

ENVIRONMENTAL CHECKLIST
City of Palo Alto
Department of Planning and Community Environment

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ENVIRONMENTAL CHECKLIST
Department of Planning and Community Environment

PROJECT DESCRIPTION

1. PROJECT TITLE

1400 Page Mill Road Office Project

2. LEAD AGENCY NAME AND ADDRESS

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

3. CONTACT PERSON AND PHONE NUMBER

Clare Campbell, Planner
City of Palo Alto
650-617-3191

4. PROJECT SPONSOR'S NAME AND ADDRESS

Christopher Wuthmann
Stanford Real Estate
650-724-4981

5. APPLICATION NUMBER

13PLN-00188

6. PROJECT LOCATION

The project site is comprised of three parcels (142-19-014, 142-19-011 and 142-19-012) located on the westerly corner of the intersection of Page Mill Road and Hanover Street in Palo Alto, in the northern part of Santa Clara County, east of Interstate Highway 280 and west of State Route 82 (El Camino Real), as shown on Figure 1, *Regional Map*.



Figure 1: Regional Map



Figure 2: Vicinity Map

7. GENERAL PLAN DESIGNATION

The proposed project, based on the Comprehensive Plan, has a land use designation of Research/Office Park. This land use is defined as: Office, research, and manufacturing establishments whose operations are buffered from adjacent residential uses. Stanford Research Park is an example. Other uses that may be included are educational institutions and child care facilities. Compatible commercial service uses such as banks and restaurants, and residential or mixed uses that would benefit from the proximity to employment centers, will also be allowed.

Additional uses, including retail services, restaurants, commercial recreation, churches, and private clubs may also be located in Research/Office Park areas, but only if they are found to be compatible with the surrounding area through the conditional use permit process. Maximum allowable floor area ratio ranges from 0.3 to 0.5, depending on site conditions. The proposed project is consistent with its Comprehensive Plan designation.

8. ZONING

The project site is located in the Research Park District [RP] zone. The RP district provides for a limited group of research and manufacturing uses that may have unusual requirements for space, light, and air, and desire sites in a research park environment. Premium research and development facilities should be encouraged in the RP district. Support office uses should be limited and should exist primarily to serve the primary research and manufacturing uses. The RP district is intended for application to land designated for research and office park use in the Palo Alto Comprehensive Plan on sites that are west of El Camino Real and held in large parcels, which may or may not also be subject to ground leases. The proposed project is generally consistent with the allowed uses and district purposes outlined for the RP zone.

9. PROJECT DESCRIPTION

The proposed project site involves three parcels [142-19-014 (1400 Page Mill Road), 142-19-011 and 142-19-012 (2670-2680-2690 Hanover Street)] that would be combined into one 199,940 square foot site. The proposed project includes the demolition of two existing office buildings and the development of one 86,925 square foot two-story office building with both below and at-grade parking; the square footage for the new building does not exceed the existing area of the two office building. The project site has the Stanford Channel, a concrete channelized waterway, running through it, which will remain undisturbed. The project includes the removal of approximately 100 trees and the installation of approximately 150 new trees and additional landscaping on the site. For the surface parking lot, photo-voltaic panels would be installed and utilized for shaded parking.

The proposed project, with a 0.43:1 floor area ratio (FAR), exceeds the standard development in the RP zone district, which is limited to a maximum of 0.4:1 for the FAR. As permitted by Palo Alto Municipal Code (PAMC) Section 18.70.100 (c), a noncomplying facility in the RP district, except for those areas designated as special study areas, existing on August 1, 1989, which when built was a complying facility, shall be permitted to be remodeled, improved or replaced in accordance with applicable site development regulations other than floor area ratio, provided that any such remodeling, improvement or replacement shall not result in increased floor area.

Review Process

The project is required to undergo Architectural Review for the Planning entitlement and shall obtain appropriate development permits from Public Works department for construction activities in the city right-of-way, as well as the standard required building permits. The project is required to comply with the Palo Alto Municipal Code (PAMC). In addition, the project

requires approval from the Santa Clara Valley Water District (SCVWD) and Santa Clara County Roads and Airports.

10. SURROUNDING LAND USES AND SETTING

The project area is located in the research park and is surrounded by large office campuses.

11. OTHER PUBLIC AGENCY APPROVALS REQUIRED

- Santa Clara Valley Water District
- Santa Clara County Roads and Airports

ENVIRONMENTAL CHECKLIST AND DISCUSSION OF IMPACTS

EVALUATION OF ENVIRONMENTAL IMPACTS

- 1) A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. [A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e. g. the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e. g. the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).]
- 2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
- 3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.
- 4) "(Mitigated) Negative Declaration: Less Than Significant With Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from Section 17, "Earlier Analysis," may be cross-referenced).
- 5) Earlier analysis may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063 (C)(3) (D). In this case, a brief discussion should identify the following:
 - a) Earlier Analysis Used. Identify and state where they are available for review.
 - b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.

- c) Mitigation Measures. For effects that are "Less than Significant with Mitigation Measures Incorporated," describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
- 6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g. general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.
- 7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
- 8) The explanation of each issue should identify:
- the significance criteria or threshold, if any, used to evaluate each question; and
 - the mitigation measure identified, if any, to reduce the impact to less than significance.

DISCUSSION OF IMPACTS

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

A. AESTHETICS

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

DISCUSSION:

The proposed project is located along Page Mill Road, which is recognized by Comprehensive Plan Policy L-69 as a scenic route. The project is subject to design review and approval by the City through the Architectural Review process. The purpose of Architectural Review is to: (1) Promote orderly and harmonious development in the city; (2) Enhance the desirability of residence or investment in the city; (3) Encourage the attainment of the most desirable use of land and improvements; (4) Enhance the desirability of living conditions upon the immediate site or in adjacent areas; and (5) Promote visual environments which are of high aesthetic quality and variety and which, at the same time, are considerate of each other. The proposed project is consistent with the development standards for the RP zone district, and through the Architectural Review process the approved project, although visually different than the existing conditions, the aesthetic review and the project's impacts will be critically reviewed so the project will have less than significant visual impacts.

State Route 35, Skyline Boulevard, is the only designated state scenic highway within Palo Alto; this project is not located in the vicinity of this road.

Mitigation Measures: None Required

B. AGRICULTURAL AND FOREST RESOURCES

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and the forest carbon measurement methodology provided in the Forest Protocols adopted by the California Air Resources Board.

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	1				X
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	1, 2-MapL9				X
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g) ¹) or	1				X

¹ PRC 12220(g): "Forest land" is land that can support 10-percent native tree cover of any species, including hardwoods, under natural conditions, and that allows for management of one or more forest resources, including timber, aesthetics, fish and wildlife, biodiversity, water quality, recreation, and other public benefits.

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
timberland (as defined in Public Resources Code section 4526 ²)?					
d) Result in the loss of forest land or conversion of forest land to non-forest use?	1				X
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?	1				X

DISCUSSION:

The project area is not located in a "Prime Farmland", "Unique Farmland", or "Farmland of Statewide Importance" area, as shown on the maps prepared for the Farmland Mapping and Monitoring Program of the California Resources Agency. The site is not zoned for agricultural use, and is not regulated by the Williamson Act. The project area is within a fully developed urban area and has no impacts on forest or timberland.

Mitigation Measures: None Required

C. AIR QUALITY

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with or obstruct with implementation of the applicable air quality?	1,5			X	
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation indicated by the following:					
i. Direct and/or indirect operational emissions that exceed the Bay Area Air Quality Management District (BAAQMD) criteria air pollutants of 80 pounds per day and/or 15 tons per year for nitrogen oxides (NO), reactive organic gases (ROG), and fine particulate matter of less than 10 microns in diameter (PM ₁₀);	1,5			X	
ii. Contribute to carbon monoxide (CO)	1,5			X	

² PRC 4526: "Timberland" means land, other than land owned by the federal government and land designated by the board as experimental forest land, which is available for, and capable of, growing a crop of trees of any commercial species used to produce lumber and other forest products, including Christmas trees. Commercial species shall be determined by the board on a district basis after consultation with the district committees and others.

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
concentrations exceeding the State Ambient Air Quality Standard of nine parts per million (ppm) averaged over eight hours or 20 ppm for one hour(as demonstrated by CALINE4 modeling, which would be performed when a) project CO emissions exceed 550 pounds per day or 100 tons per year; or b) project traffic would impact intersections or roadway links operating at Level of Service (LOS) D, E or F or would cause LOS to decline to D, E or F; or c) project would increase traffic volumes on nearby roadways by 10% or more)?					
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	1,5			X	
d) Expose sensitive receptors to substantial levels of toxic air contaminants?	1, 2-MapC1, 5			X	
i. Probability of contracting cancer for the Maximally Exposed Individual (MEI) exceeds 10 in one million	1			X	
ii. Ground-level concentrations of non-carcinogenic TACs would result in a hazard index greater than one (1) for the MEI	1			X	
e) Create objectionable odors affecting a substantial number of people?	1			X	
f) Not implement all applicable construction emission control measures recommended in the <i>Bay Area Air Quality Management District CEQA Guidelines</i> ?	1				X

DISCUSSION:

The project site is located in the Santa Clara Valley, which is part of the San Francisco Bay Area Air Basin. The Bay Area Air Quality Management District (BAAQMD) has the primary responsibility for ensuring that the Santa Clara Valley Air Basin attains and maintains compliance with federal and state ambient air quality standards. This regional agency regulates air quality through its permit authority over most types of stationary emission sources and through its planning and review process. Ambient air quality standards are set to protect public health. There are currently both Federal and State ambient air quality standards by USEPA and state air quality agencies, CALEPA for California. California air quality standards are generally more stringent than federal standards. Continuous air monitoring by these agencies and BAAQMD ensure that air quality standards are being met and improved.

It is anticipated that during construction activities that there may be temporary air quality impacts. The project's construction related activities are required to comply with BAAQMD and Palo Alto's regulations and therefore will not conflict with any applicable air quality plans, expose any sensitive receptors to substantial pollutants, nor add any objectionable odors to the neighborhood.

Mitigation Measures: None Required

D. BIOLOGICAL RESOURCES

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	1, 2-MapN1, 5, 8		X		
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?	1,2-MapN1, 5, 8				X
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	1,2-MapN1, 5, 8				X
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	1,8-MapN1, 5, 8				X
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or as defined by the City of Palo Alto's Tree Preservation Ordinance (Municipal Code Section 8.10)?	1,2,3,4,5,8		X		
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	1,5,8				X

DISCUSSION:

The responses provided below as based on the report titled "Biological Assessment for the Page Mill Hanover Site" dated June 19, 2013 and prepared by TRA Environmental Science, Inc.

The project site does not provide habitat for species listed by the state or federal governments. Impacts to birds that are protected by the Migratory Bird Treaty Act and California Fish and Game Code would be mitigated by Mitigation Measure BIO-1. Impacts to bats protected by State Fish and Game Code would be mitigated by Mitigation Measure BIO-2. Implementation of these measures would reduce impacts to sensitive biological resources to less than significant levels. There is no riparian habitat on the site or federally protected wetlands on the site.

The project site is not within an established wildlife corridor and does not contain a wildlife nursery site.

The project requires the removal of approximately 100 trees, and is required to obtain approval from the City of Palo Alto through the Architectural Review process. In addition, a report by Arbor Resources (professional consulting arborists and tree care) for the project provides design guidelines to ensure that any trees that are retained are protected through site design. The City also has specific tree protection measures that are required to be in place during construction. Completing the Architectural Review process will assure that the project will not conflict with the tree City's tree regulations.

The project is located within Management Zone 4 of the Stanford University Habitat Conservation Plan (HCP). Zone 4 (approximately 3,187 acres) consists of urbanized areas that do not provide any habitat value for any of the Covered Species in the HCP. The Covered Species are the California red-legged frog, steelhead, Western pond turtle, California tiger salamander and San Francisco garter snake. The Incidental Take Permits authorize the take of Covered Species in Zone 4, primarily by authorizing Stanford to relocate any species that wander into the urbanized areas to an appropriate habitat area. However, there is no habitat in Zone 4, so development and ongoing urban activities in Zone 4 are not Covered Activities. The project does not conflict with the provisions of the Stanford University Habitat Conservation Plan.

Mitigation Measures: Required

Mitigation Measure BIO-1: If demolition starts during the bird nesting season (February 1- August 31), removal of vegetation or buildings, or construction in close proximity to such vegetation, could impact birds protected under the MBTA. If feasible, the vegetation on the project site shall be removed outside of the bird nesting season, or exclusion measures shall be installed under the direction of an expert in order to prevent birds from establishing nests onsite prior to demolition.

If the start of vegetation or building removal is started between February 1 and August 31st, a pre-construction survey for nesting birds protected under the MBTA shall be conducted by a qualified biologist to identify the location of nests in active use that were established prior to the start of demolition activities. The preconstruction survey shall take place no more than 7 days prior to initiation of construction. All trees and shrubs on the site shall be surveyed, with particular attention to any trees or shrubs that will be removed or directly disturbed. If an active nest of an MBTA-protected bird is found on site, the biologist, shall, in consultation with the California Department of Fish and Wildlife (CDFW), determine an appropriate construction-free buffer zone around the nest to remain in place until the young have fledged. This measure is only for the initial demolition work on the site; if birds establish nests during construction activities it is assumed that the construction activities are not a deterrent to nesting.

Effectiveness: Will prevent violation of the MBTA or CDFG code, and would reduce a potentially significant impact to less than significant levels by avoiding impacts to protected birds.

Implementation: Measure shall be a condition of project approval and shall be implemented by the Applicant.

Timing: Vegetation removal and/or building demolition shall start between September 1 and January 31 if feasible. If a pre-construction survey for nesting birds is required because vegetation removal and/or building demolition will start between February 1 and August 31, the survey shall be conducted within 7 days prior to vegetation removal and/or building demolition.

Monitoring: If a nesting bird survey is conducted, the results of the survey shall be submitted to the City prior to vegetation removal and/or building demolition. A qualified biologist shall monitor any needed buffer zone(s) to ensure that they remain in place until the young have fledged.

Mitigation Measure BIO-2: Demolition of the existing building at 1400 Page Mill Road could result in the removal or disturbance of roosting bats protected under California Fish and Game Code. A preconstruction survey for roosting bats shall be completed by a qualified biologist within 14 days prior to demolition of the building at 1400 Page Mill Road, with particular attention to the corrugated roofing. If bat roosts are detected the corrugated metal roofing in the roost area shall be removed by hand late in the day to allow any roosting bats to escape at a time of day that will help their survival. Due to restrictions of the California Health Department, direct contact by workers with any bat is not allowed.

Effectiveness: Will reduce a potentially significant impact to less than significant levels by allowing roosting bats to escape prior to building demolition.

Implementation: Measure shall be a condition of project approval and shall be implemented by the Applicant.

Timing: The pre-construction survey shall be completed within 14 days prior to the demolition of the building at 1400 Page Mill Road. If necessary the corrugated roofing to be removed shall be removed in the late afternoon, evening or at night to allow bats to escape at a time when they are normally foraging and less likely to succumb to exhaustion or predators.

Monitoring: The Applicant shall provide the results of the pre-construction bat survey to the City.

E. CULTURAL RESOURCES

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Directly or indirectly destroy a local cultural resource that is recognized by City Council resolution?	1,10				X
b) Cause a substantial adverse change in the significance of an archaeological resource	1,2-MapL8			X	

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
pursuant to 15064.5?					
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	1,2-MapL8			X	
d) Disturb any human remains, including those interred outside of formal cemeteries?	1,2-MapL8			X	
e) Adversely affect a historic resource listed or eligible for listing on the National and/or California Register, or listed on the City's Historic Inventory?	1,2-MapL7, 10			X	
f) Eliminate important examples of major periods of California history or prehistory?	1			X	

DISCUSSION:

The project is located in an area designated as having Moderate Sensitivity for having Archaeological Resources. The proposed project involves construction activities within a fully developed and previously disturbed site, but would include grading for a new below-grade garage. The proposed project is not anticipated to create any cultural impacts in the affected area. For all projects, if during grading and construction activities, any archaeological or human remains are encountered, construction shall cease and a qualified archaeologist shall visit the site to address the find. The Santa Clara County Medical Examiner's office shall be notified to provide proper direction on how to proceed. If any Native American resources are encountered during construction, construction shall cease immediately until a Native American descendant, appointed by the Native American Heritage Commission of the State of California, is able to evaluate the site and make further recommendations and be involved in mitigation planning.

Mitigation Measures: None Required

F. GEOLOGY, SOILS AND SEISMICITY

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:					
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and	11				X

Geology Special Publication 42.					
ii) Strong seismic ground shaking?	2-MapN10			X	
iii) Seismic-related ground failure, including liquefaction?	2-MapN5			X	
iv) Landslides?	2-MapN5			X	
b) Result in substantial soil erosion or the loss of topsoil?	1,5			X	
c) Result in substantial siltation?	1, 5				X
d) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	2-MapN5, 5				X
e) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?	2-MapN5, 5			X	
f) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?	1, 5				X
g) Expose people or property to major geologic hazards that cannot be mitigated through the use of standard engineering design and seismic safety techniques?	1, 5				X

DISCUSSION:

Generally, the City of Palo Alto would experience a range from weak to very violent shaking in the event of a major earthquake along the San Andreas or Hayward fault. Although hazards exist, development would not expose people or property to major geologic hazards that cannot be addressed through the use of standard engineering design and seismic safety techniques, as required by building codes. With proper engineering new development is not expected to result in any significant adverse short or long-term impacts related to geology, soils or seismicity.

The project site is partially (rear section of surface parking lot) located in an area with expansive soils, and fully within an area with weak seismic ground shaking. In addition, the site has a high potential for surface rupture along fault traces and potential for earthquake induced landslides where the site is sloped. The new building is required to be constructed to meet the current building code standards and the project is not anticipated to create any new geology, soils and seismicity impacts.

Mitigation Measures: None Required

G. GREENHOUSE GAS EMISSIONS

Issues and Supporting Information Resources	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:					
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	1,5,9			X	
b) Conflict with any applicable plan, policy or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases?	1,5,9			X	

DISCUSSION:

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

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

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

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

The BAAQMD has established project level screening criteria to assist in the evaluation of impacts. If a project meets the screening criteria and is consistent with the methodology used to develop the screening criteria, then the project's air quality impacts may be considered less than significant. Below are some screening level examples taken from the BAAQMD CEQA Air Quality Guidelines, 06/2010 (Table 3-1, Operational-Related Criteria Air Pollutant and Precursor Screening Level Sizes).

Land Use Type	Operational GHG Screening Size **
Single-family	56 du
Apartment, low-rise	78 du
Apartment, mid-rise	87 du
Condo/townhouse, general	78 du
City park	600 acres
Day-care center	11,000 sf
General office building	53,000 sf
Medical office building	22,000 sf
Office park	50,000 sf
Quality restaurant	9,000 sf

**If project size is => screening size, then it is considered significant.

The proposed project replaces the existing square footage of the two existing buildings which is consolidated into one new building. The replacement project is anticipated to have the same or better GHG emissions as the existing conditions. Because the replacement project is the same square footage and use as the existing condition, no new vehicle trips beyond the existing conditions are expected. During the construction phase of the project there would be a temporary increase in emissions; this discussion is provided in the Air Quality section of this report.

Mitigation Measures: None Required

H. HAZARDS AND HAZARDOUS MATERIALS

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

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Create a significant hazard to the public or the environment through the routing transport, use, or disposal of hazardous materials?	1,5			X	
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	1,5			X	
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	1,5				X
d) Construct a school on a property that is subject to hazards from hazardous materials contamination, emissions or accidental release?	1,5				X

e) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	1,2-MapN9,14			X	
f) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	1				X
g) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working the project area?	1				X
h) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	1,2-MapN7			X	
i) Expose people or structures to a significant risk of loss, injury, or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	1,2-MapN7				X
j) Create a significant hazard to the public or the environment from existing hazardous materials contamination by exposing future occupants or users of the site to contamination in excess of soil and ground water cleanup goals developed for the site?	1,5,14			X	

DISCUSSION:

Based on the information provided in the Phase I Environmental Assessment Update, the project site was originally used for farming related activities until the 1950s. The Hanover site was constructed in the 1960s and has been used primarily for office type uses. The 1400 Page Mill parcel was originally developed as a paved parking lot in the 1960s, and in the early 1980s was developed with the current office building. The conclusion of the assessment revealed no significant recognized environmental conditions.

The proposed project does not involve the use or creation of hazardous materials; all demolition and construction activities require proper handling of all recognized hazardous material per City development requirements.

The project site is located along a primary evacuation route, and during the construction activities the developer will be required to comply with construction logistics plan specific to the project. This plan is required for all major development projects that may impact public rights of ways during the construction phase of the project. The site is not located within or near the wildland fire danger area. The proposed project would have less than significant impacts with regard to public safety, hazards and hazardous materials.

Mitigation Measures: None Required

I. HYDROLOGY AND WATER QUALITY

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements?	1,2,5				X
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	2-MapN2			X	
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	1,5				X
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?	1,5				X
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	1,5				X
f) Otherwise substantially degrade water quality?	1,5				X
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	2-MapN6				X
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?	2-MapN6				X
i) Expose people or structures to a significant risk of loss, injury or death involve flooding, including flooding as a result of the failure of a levee or dam or being located within a 100-year flood hazard area?	2-MapN8				X
j) Inundation by seiche, tsunami, or mudflow?	2-MapN6				X
k) Result in stream bank instability?	1,5				X

DISCUSSION:

All development is required to comply with building codes that address flood safety issues. Development projects are required to implement Best Management Practices (BMPs) for construction

activities as specified by the California Storm Water Best Management Practices Handbook (CASQA, 2003) and/or the Manual of Standards for Erosion and Sediment Control Measures (ABAG, 1995). All projects are required to comply with The BMPs include measures guiding the management and operation of construction sites to control and minimize the potential contribution of pollutants to storm runoff from these areas. These measures address procedures for controlling erosion and sedimentation and managing all aspects of the construction process to ensure control of potential water pollution sources. All development projects must comply with all City, State and Federal standards pertaining to storm water run-off and water quality.

Mitigation Measures: None Required

J. LAND USE AND PLANNING

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Physically divide an established community?	1,5				X
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	1,2,3,4,5				X
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?	1,2				X
d) Substantially adversely change the type or intensity of existing or planned land use in the area?	1,5				X
e) Be incompatible with adjacent land uses or with the general character of the surrounding area, including density and building height?	1,5				X
f) Conflict with established residential, recreational, educational, religious, or scientific uses of an area?	1,5				X
g) Convert prime farmland, unique farmland, or farmland of statewide importance (farmland) to non-agricultural use?	1,2,3				X

DISCUSSION:

The proposed commercial project, replacing the existing buildings with the same commercial uses, would not create any new compatibility issues with the existing office land uses in the immediate vicinity. The site improvements are intended to compliment and enhance the existing conditions and are not anticipated to create any land use impacts.

Mitigation Measures: None Required

K. MINERAL RESOURCES

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	1,2				X
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	1,2				X

DISCUSSION:

The City of Palo Alto has been classified by the California Department of Conservation (DOC), Division of Mines and Geology (DMG) as a Mineral Resource Zone 1 (MRZ-1). This designation signifies that there are no aggregate resources in the area. The DMG has not classified the City for other resources. There is no indication in the 2010 Comprehensive Plan that there are locally or regionally valuable mineral resources within the City of Palo Alto.

Mitigation Measures: None Required.

L. NOISE

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	1,2,12			X	
b) Exposure of persons to or generation of excessive ground borne vibrations or ground borne noise levels?	1,2,12			X	
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	1,2,12				X
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	1,2,12			X	
e) For a project located within an airport land use plan or, where such a plan has not been adopted, would the project expose people residing or working in the project area to excessive noise levels?	1				X
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	1				X
g) Cause the average 24 hour noise level (Ldn) to	1				X

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
increase by 5.0 decibels (dB) or more in an existing residential area, even if the Ldn would remain below 60 dB?					
h) Cause the Ldn to increase by 3.0 dB or more in an existing residential area, thereby causing the Ldn in the area to exceed 60 dB?	1				X
i) Cause an increase of 3.0 dB or more in an existing residential area where the Ldn currently exceeds 60 dB?	1				X
j) Result in indoor noise levels for residential development to exceed an Ldn of 45 dB?	1				X
k) Result in instantaneous noise levels of greater than 50 dB in bedrooms or 55 dB in other rooms in areas with an exterior Ldn of 60 dB or greater?	1				X
l) Generate construction noise exceeding the daytime background Leq at sensitive receptors by 10 dBA or more?	1,12				X

DISCUSSION:

All development, including construction activities, must comply with the City's Noise Ordinance (PAMC Chapter 9.10), which restricts the timing and overall noise levels associated with construction activity. Short-term temporary construction noise that complies with the Noise Ordinance would result in impacts that are expected to be less than significant. The proposed commercial project, replacing the existing buildings with the same commercial uses, would not create any new significant noise impacts.

Mitigation Measures: None Required

M. POPULATION AND HOUSING

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

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
population projections?					

DISCUSSION:

The proposed commercial project, replacing the existing buildings with the same commercial uses and at the same square footage, is not anticipated to have any impacts on the city population and housing.

Mitigation Measures: None Required

N. PUBLIC SERVICES

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

DISCUSSION:

The proposed project is located within a fully developed and already serviced area. The project's needs can be accommodated by the existing services and does not require any expansion of facilities and services. The project is anticipated to have no significant impacts upon the existing public services of the City.

Mitigation Measures: None Required

O. RECREATION

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project increase the use of	1			X	

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

DISCUSSION:

The proposed commercial project, replacing the existing buildings with the same commercial uses and at the same square footage, is not anticipated to generate a significant number of new users so as to create impacts to the existing City recreational facilities.

Mitigation Measures: None Required

P. TRANSPORTATION AND TRAFFIC

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exceed the capacity of the existing circulation system, based on an applicable measure of effectiveness (as designated in a general plan policy, ordinance, etc.), taking into account all relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?	1,5,6				X
b) Conflict with an applicable congestion management program, including but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?	1,5,6			X	
c) Result in change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	1,5				X
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible	1,5				X

Issues and Supporting Information Resources	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project: uses (e.g., farm equipment)?					
e) Result in inadequate emergency access?	1,5				X
f) Result in inadequate parking capacity that impacts traffic circulation and air quality?	1,5,6				X
g) Conflict with adopted policies, plans, or programs supporting alternative transportation (e.g., pedestrian, transit & bicycle facilities)?	1,2,5,6			X	
h) Cause a local (City of Palo Alto) intersection to deteriorate below Level of Service (LOS) D and cause an increase in the average stopped delay for the critical movements by four seconds or more and the critical volume/capacity ratio (V/C) value to increase by 0.01 or more?	1,5,6				X
i) Cause a local intersection already operating at LOS E or F to deteriorate in the average stopped delay for the critical movements by four seconds or more?	1,5,6				X
j) Cause a regional intersection to deteriorate from an LOS E or better to LOS F or cause critical movement delay at such an intersection already operating at LOS F to increase by four seconds or more and the critical V/C value to increase by 0.01 or more?	1,5,6				X
k) Cause a freeway segment to operate at LOS F or contribute traffic in excess of 1% of segment capacity to a freeway segment already operating at LOS F?	1,5,6				X
l) Cause any change in traffic that would increase the Traffic Infusion on Residential Environment (TIRE) index by 0.1 or more?	1,5,6				X
m) Cause queuing impacts based on a comparative analysis between the design queue length and the available queue storage capacity? Queuing impacts include, but are not limited to, spillback queues at project access locations; queues at turn lanes at intersections that block through traffic; queues at lane drops; queues at one intersection that extend back to impact other intersections, and spillback queues on ramps.	1,5,6				X
n) Impede the development or function of planned pedestrian or bicycle facilities?	1,5,6				X
o) Impede the operation of a transit system as a result of congestion?	1,5,6				X
p) Create an operational safety hazard?	1,5				X

DISCUSSION:

The proposed project replaces the existing two office buildings with the same type of office use and floor area. The replacement project is not anticipated to create any new vehicle trips would not create any new impacts to the surrounding traffic patterns. The project would be fully parked on-site and provides bike parking and showering facilities to encourage alternative modes of transportation. The project includes a pedestrian path connecting the building with the Page Mill Road sidewalk that would facilitate quicker access to and from the building for those taking the bus and shuttle that stops on Hanover Street.

The proposed project does not encourage growth and development and is not anticipated to create significant traffic and transportation impacts.

Mitigation: None Required

Q. UTILITIES AND SERVICE SYSTEMS

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	1,5				X
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	1,5				X
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	1,5				X
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	1,5				X
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has inadequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	1,5				X
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	1,5				X
g) Comply with federal, state, and local statutes and regulations related to solid waste?	1,5				X
h) Result in a substantial physical deterioration of a public facility due to increased use as a	1,5				X

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
result of the project?					

DISCUSSION:

The proposed project is located within a fully developed and already serviced area. The utility related needs of the replacement commercial building can be accommodated by the existing infrastructure and does not require any expansion of facilities and services. The project is anticipated to have no significant increase in the demand on existing utilities and service systems or impacts to these services.

Mitigation Measures: None Required

R. MANDATORY FINDINGS OF SIGNIFICANCE

Issues and Supporting Information Resources Would the project:	Sources	Potentially Significant Issues	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	1,2,3,4,5,10		X		
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	1			X	
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	1,5				X

DISCUSSION:

The proposed project is not anticipated to create environmental impacts that would result in negative impacts to human beings. As discussed in the Biological Resources section, this project may have impacts to nesting birds and roosting bats, but mitigation has been provided to avoid significant impacts. The project's cumulative impacts are limited to the GHG emissions. A project of this scope is not anticipated to create cumulatively considerable impacts of any other nature. See the Greenhouse Gas Emissions section for further discussion.


SOURCE REFERENCES

1. Project Planner's knowledge of the site and the proposed project
2. Palo Alto Comprehensive Plan, 1998-2010
3. Palo Alto Municipal Code, Title 18 – Zoning Ordinance
4. Palo Alto Tree Technical Manual, Municipal Code Chapter 8.10.030, June 2001
5. Project Plans, June 25, 2013 (Received July 3, 2013)
6. Transportation Circulation and Site Plan Evaluation for 1400 Page Mill Road, June 18, 2013, prepared by Fehrs & Peers
7. Not Used
8. Biological Resources Assessment for the Page Mill Hanover Site, June 19, 2013, prepared by TRA Environmental Services, Inc.
9. California Environmental Quality Act Air Quality Guidelines, June 2010
10. Palo Alto Historic Resources Inventory
11. Alquist-Priolo Earthquake Fault Zoning Map
12. Palo Alto Municipal Code, Section 9.10-Noise Ordinance
13. Tree Survey Report, February 8, 2013, prepared by Arbor Resources
14. Phase I Environmental Site Assessment Update, April 29, 2013, prepared by Cornerstone Earth Group

DETERMINATION

On the basis of this initial evaluation:

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


 Project Planner – Clare Campbell

08-01-2013
 Date