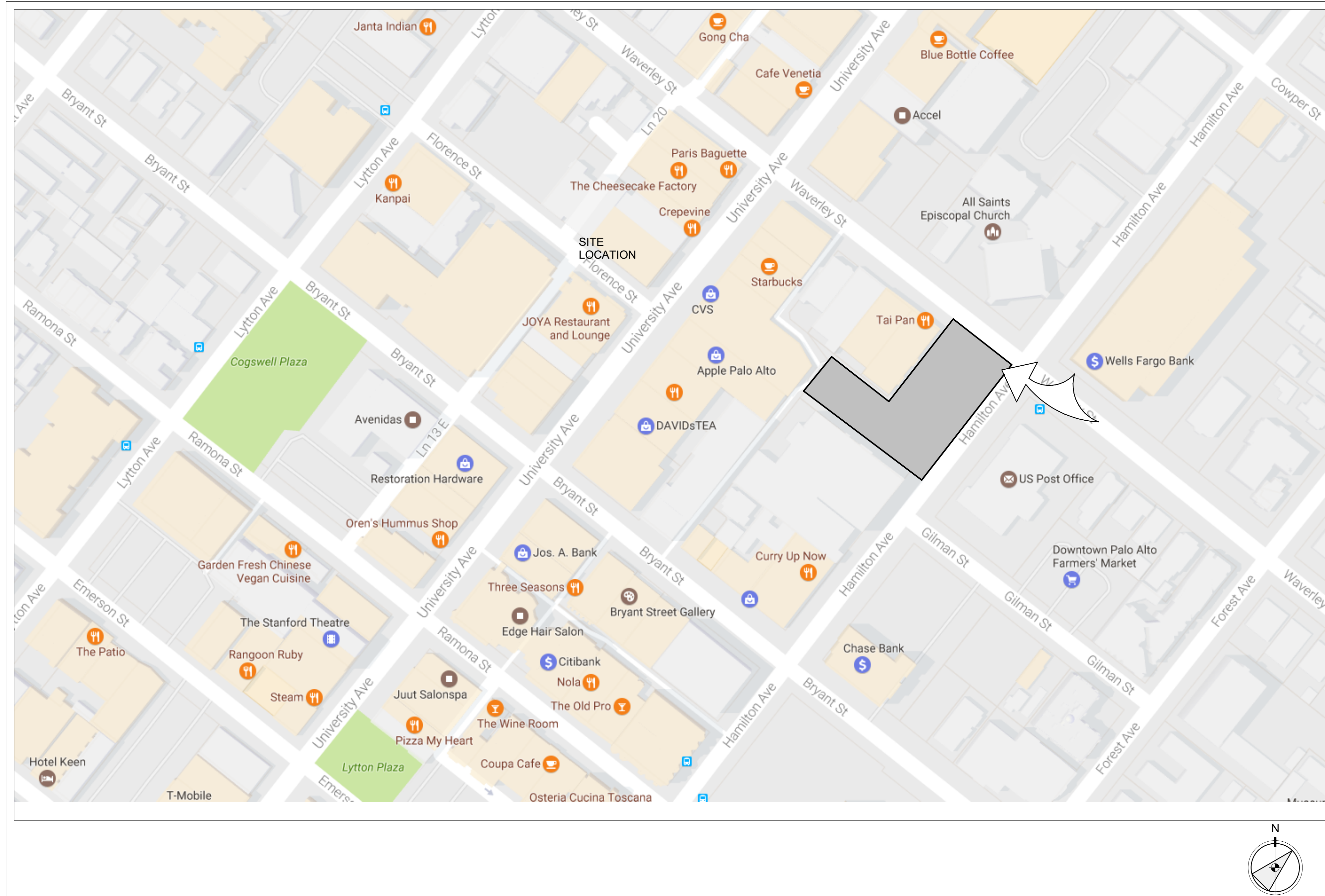
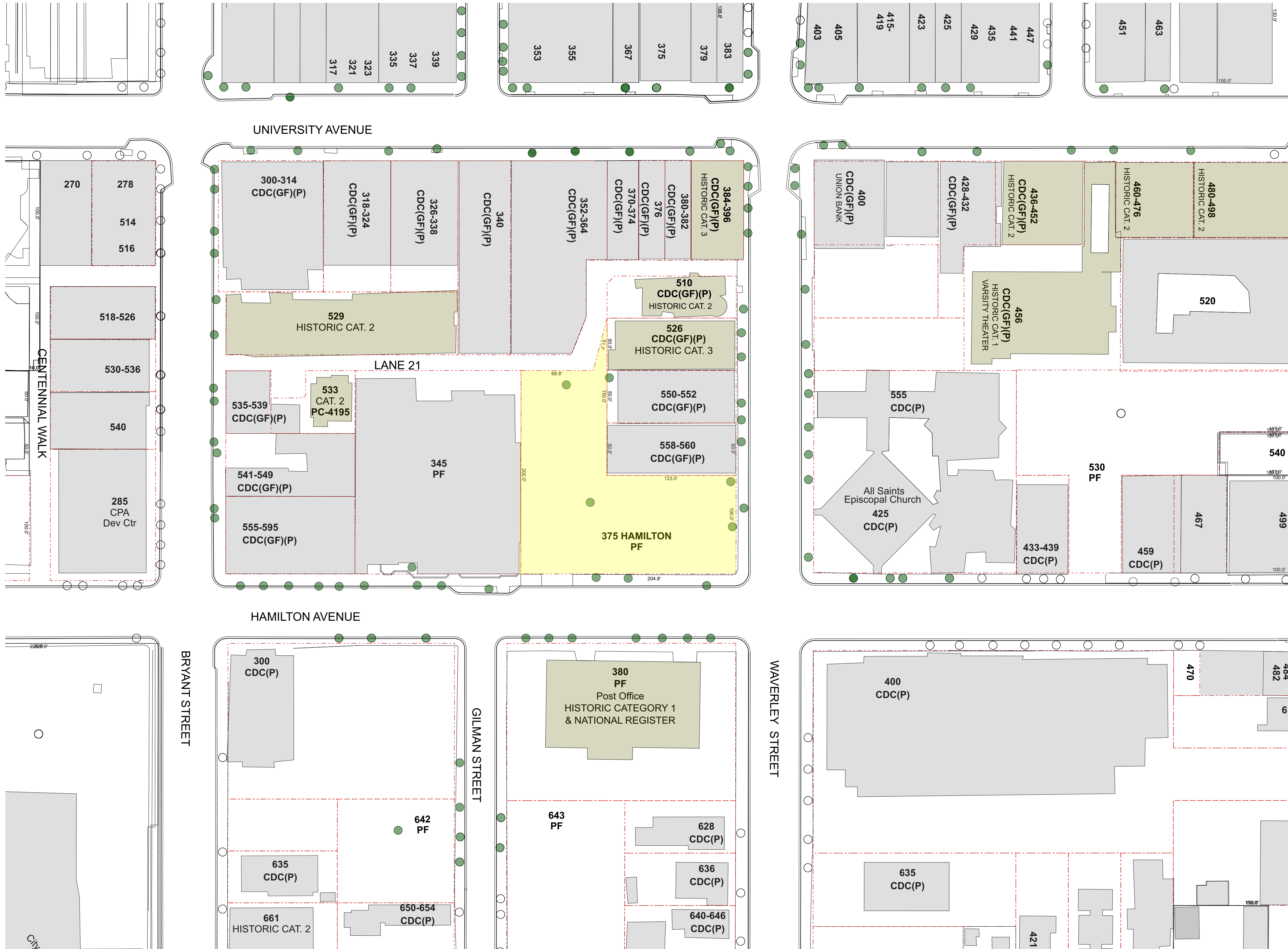


VICINITY MAP



SHEET INDEX

- ARB 1.1 - COVER SHEET
- ARB 1.2 - VICINITY MAP
- ARB 1.3 - CONTEXT PHOTOGRAPHS
- ARB 1.4 - 2018 GARAGE DESIGN
- ARB 1.5 - DESIGN IMAGES & MATERIALS
- ARB 1.6 - EXISTING CIVIL SITE PLAN
- ARB 1.7 - SITE PLAN
- ARB 2.1 - LEVEL 01 PLAN
- ARB 2.2 - LEVEL 02 AND LEVEL 03 PLAN
- ARB 2.3 - LEVEL 04 AND LEVEL 05 PLAN
- ARB 2.4 - LEVEL 06 AND PV PLAN
- ARB 3.0 - BUILDING SECTIONS
- ARB 3.1 - HAMILTON AVENUE STREETSCAPE ELEVATIONS
- ARB 3.2 - WAVERLEY ST. STREETSCAPE ELEVATIONS
- ARB 3.3 - PASEO AND LANE 21 STREETSCAPE ELEVATIONS
- ARB 3.4A - HAMILTON AVENUE, OPTION A
- ARB 3.4B - HAMILTON AVENUE, OPTION B
- ARB 3.4C - HAMILTON AVENUE, OPTION C
- ARB 3.5A - CORNER PERSPECTIVE, OPTION A
- ARB 3.5B - CORNER PERSPECTIVE, OPTION B
- ARB 3.5C - CORNER PERSPECTIVE, OPTION C
- ARB 3.6A - WAVERLY STREET, OPTION A
- ARB 3.6B - WAVERLY STREET, OPTION B
- ARB 3.6C - WAVERLY STREET, OPTION C
- ARB 3.7A - REAR GARAGE ENTRY PERSPECTIVE VIEW
- ARB 3.7B - GARAGE STAIR & ELEVATOR
- ARB 3.7C - GARAGE ENTRY IMAGES
- ARB 4.1 - LANDSCAPE PLAZA OPTION A
- ARB 4.2 - LANDSCAPE PLAZA
- ARB 5.1 - T1 SPECIAL TREE PROTECTION INSTRUCTION SHEET
- ARB 5.2 - T2 SPECIAL TREE PROTECTION INSTRUCTION SHEET



PARCEL INFORMATION

ADDRESS:	375 HAMILTON AVENUE
ASSESSORS PARCEL #:	120-15-086
NET LOT SIZE:	29,164 SQ FT
ZONE DISTRICT:	PF - PUBLIC FACILITY
COMP. PLAN DISTRICT:	CC - REGIONAL / COMMUNITY COMMERCIAL
FLOOD ZONE:	X
HISTORIC STATUS:	NONE

DEVELOPMENT STANDARDS

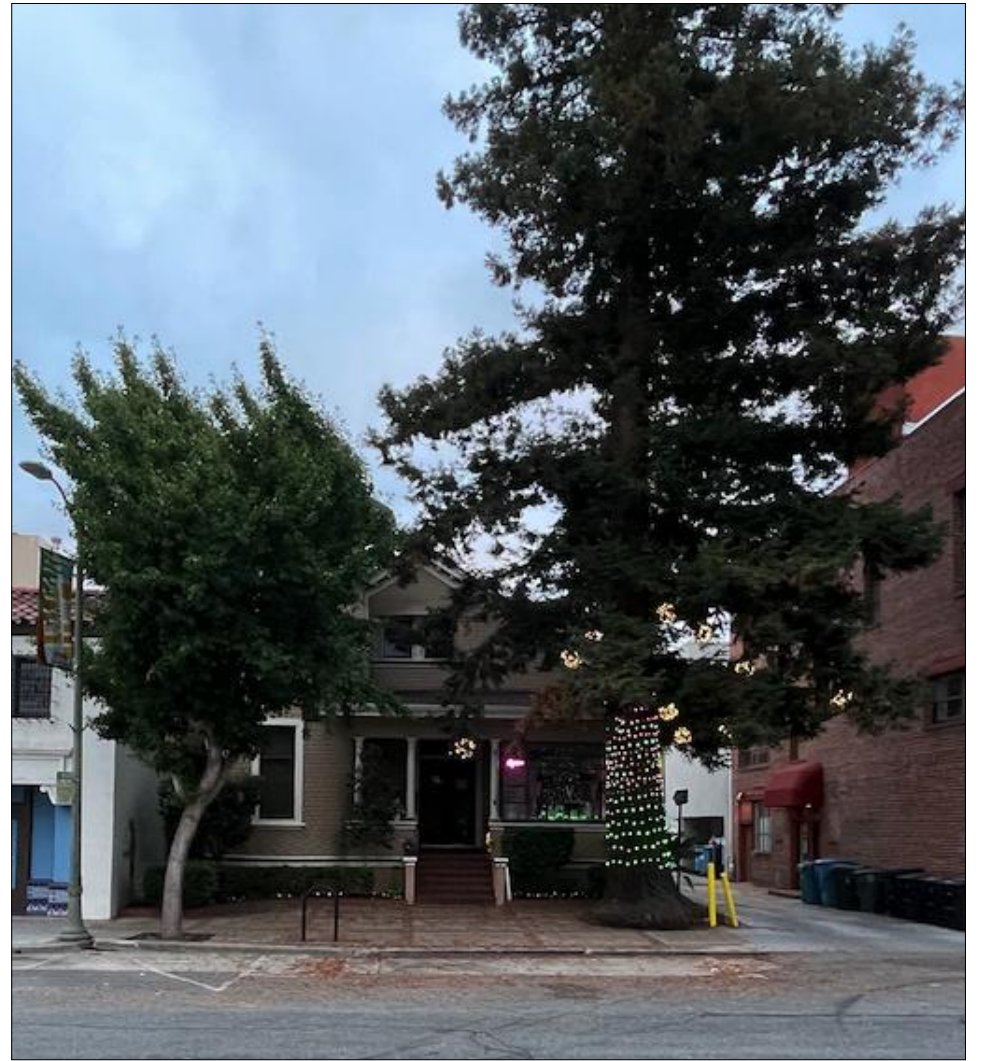
PERMITTED LAND USE:	ALL FACILITIES OWNED, OR LEASED, AND OPERATED OR USED BY THE CITY OF PALO ALTO... OR LEASED BY ANY SUCH AGENCY TO ANOTHER PARTY.
MINIMUM SETBACKS:	EQUAL TO CD-C MIXED USE: HAMILTON AVENUE: 7'-0" SPECIAL SETBACK WAVERLEY STREET: 0 FEET REAR YARD: 0 FEET SIDE YARD: 0 FEET
PER 18.28.050, TABLE 2:	THE MINIMUM FRONT, SIDE, AND REAR YARDS IN THE PF PUBLIC FACILITIES DISTRICT SHALL BE EQUAL TO THE RESPECTIVE FRONT, SIDE, AND REAR YARDS REQUIRED IN THE MOST RESTRICTIVE ABUTTING DISTRICT, PROVIDED, THAT NO YARD ADJOINING A STREET SHALL BE LESS THAN 20 FEET AND THAT NO INTERIOR YARD SHALL BE LESS THAN 10 FEET.
PER 18.28.060 (E):	DEVELOPMENT STANDARDS EXCEPTIONS: THE CITY COUNCIL MAY IN ITS DISCRETION MODIFY THE DEVELOPMENT STANDARDS IN TABLE 2 OF SECTION 18.28.050 AND SETBACK LINES ESTABLISHED BY A SPECIAL SETBACK MAP UNDER CHAPTER 20.08 OF TITLE 20, TO ACHIEVE COMMUNITY OBJECTIVES FOR THE FOLLOWING FACILITIES:

- (1) PARKING FACILITIES, INCLUDING APPURTENANT STRUCTURES, WITHIN THE DOWNTOWN... WHERE THE PARKING FACILITY IS THE PRINCIPAL USE AND IS OWNED OR LEASED, AND OPERATED OR USED, BY THE CITY OF PALO ALTO.
- | | |
|------------------------|---|
| MAXIMUM HEIGHT: | 50'-0" EXCEPT ROOF SCREENS AND SIMILAR FEATURES SITE IS NOT WITHIN 150' OF A RESIDENTIAL DISTRICT. |
| MAXIMUM SITE COVERAGE: | EQUAL TO CD-C MIXED USE: NO REQUIREMENT |
| MAXIMUM F.A.R.: | EQUAL TO CD-C MIXED USE
1:1 RESIDENTIAL & 1:1 NON-RESIDENTIAL |
| DAYLIGHT PLANE: | NONE, SITE DOES NOT ABUT A RESIDENTIAL DISTRICT. |
| RECYCLING STORAGE: | PER PAMC 18.28.060(a) ALL NEW DEVELOPMENT... SHALL PROVIDE ADEQUATE AND ACCESSIBLE INTERIOR AREAS OR EXTERIOR ENCLOSURES FOR THE STORAGE OF RECYCLABLE MATERIALS IN APPROPRIATE CONTAINERS. |

VICINITY MAP LEGEND

ADDRESS NUMBER	###
ZONE DISTRICT	CDC(GF)(P)
PROPERTY LINE	---
STREET TREE	●
PROPERTY LISTED ON HISTORIC INVENTORY	■
PROJECT SITE	■





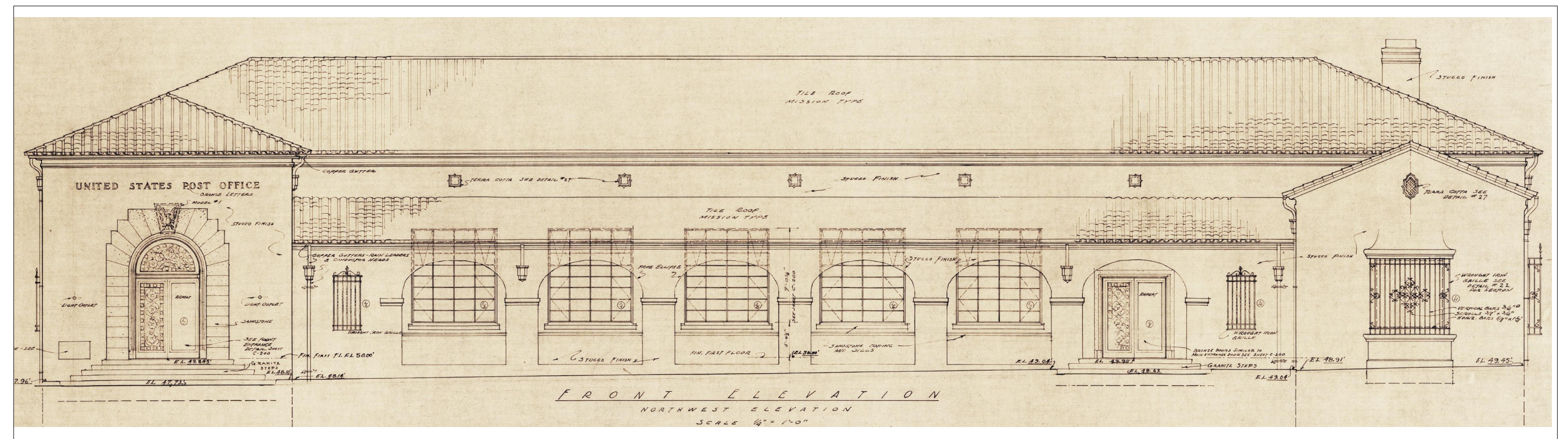
LOT D, PROJECT SITE

WAVERLEY STREET STREETScape, FACING SOUTH-WEST



LOT D, PROJECT SITE

HAMILTON AVENUE STREETScape, FACING NORTHWEST



HAMILTON AVENUE STREETScape, FACING SOUTH-EAST



WAVERLEY STREET VIEW, LOOKING SOUTH-EAST TO HAMILTON



HAMILTON AND WAVERLEY CORNER VIEW

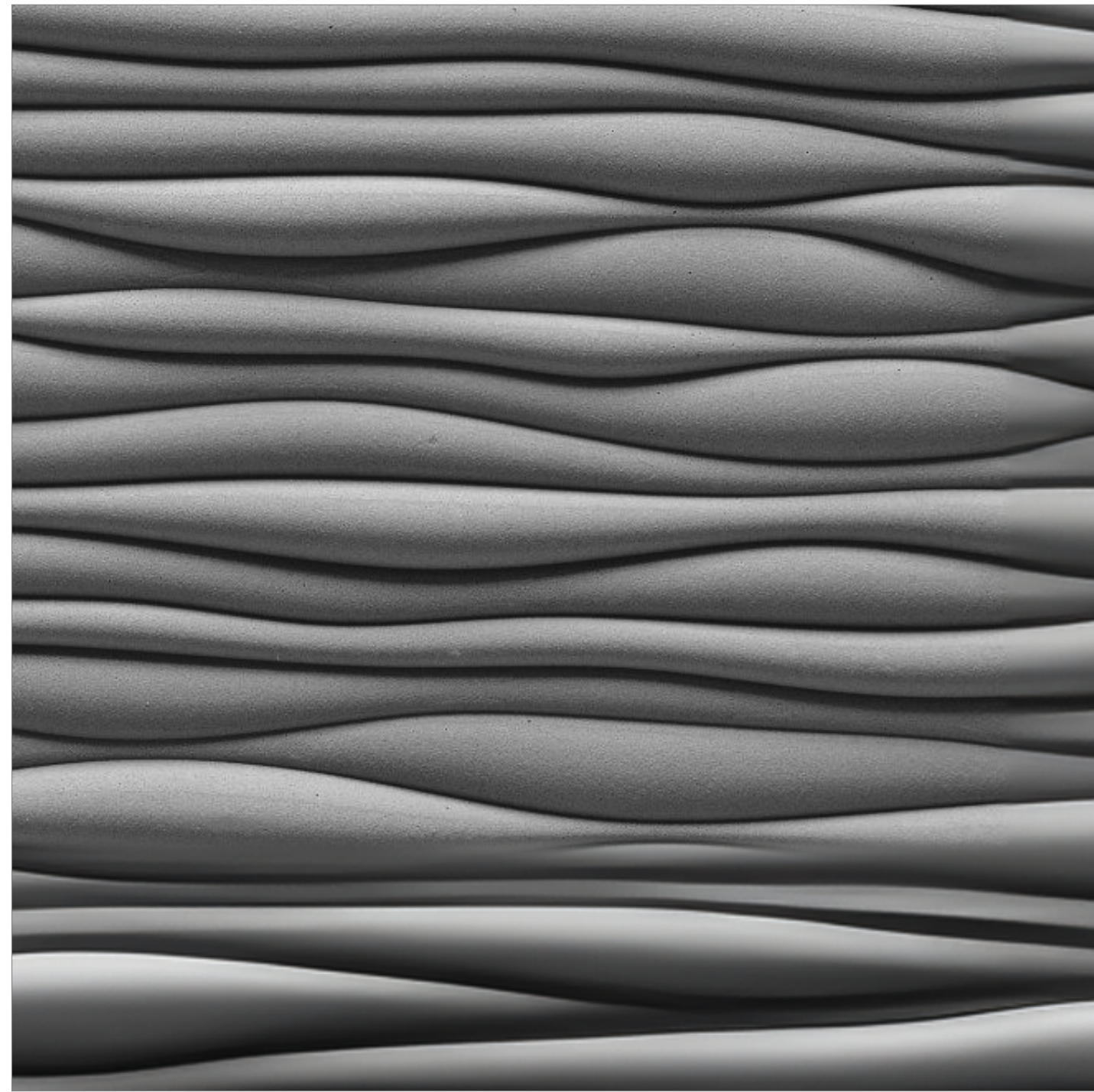


HAMILTON AVENUE, VIEW, LOOKING NORTH-EAST TO WAVERLEY

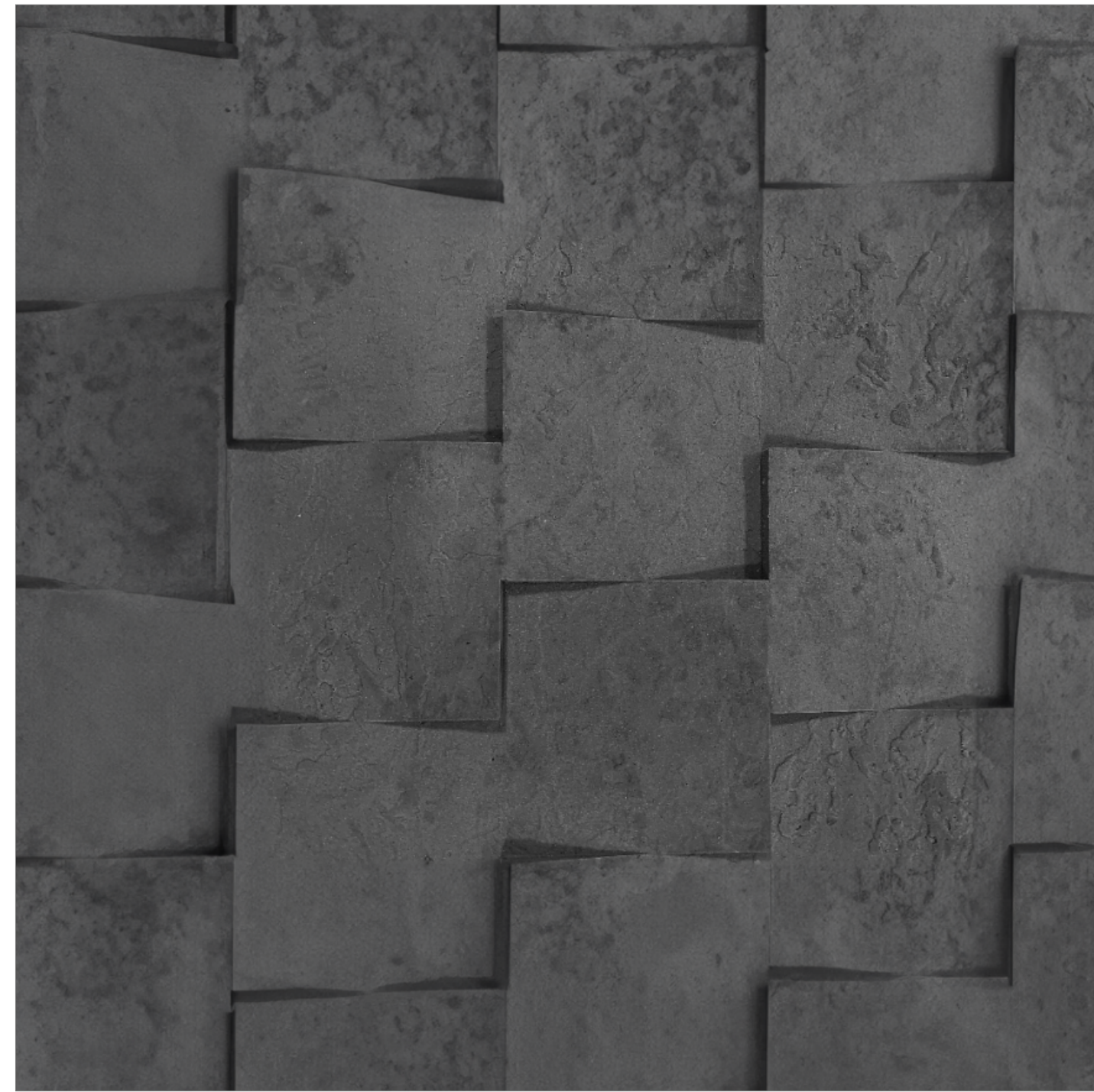


WAVERLEY STREET VIEW

2018 GARAGE DESIGN, RECOMMENDED BY ARB FOR APPROVAL



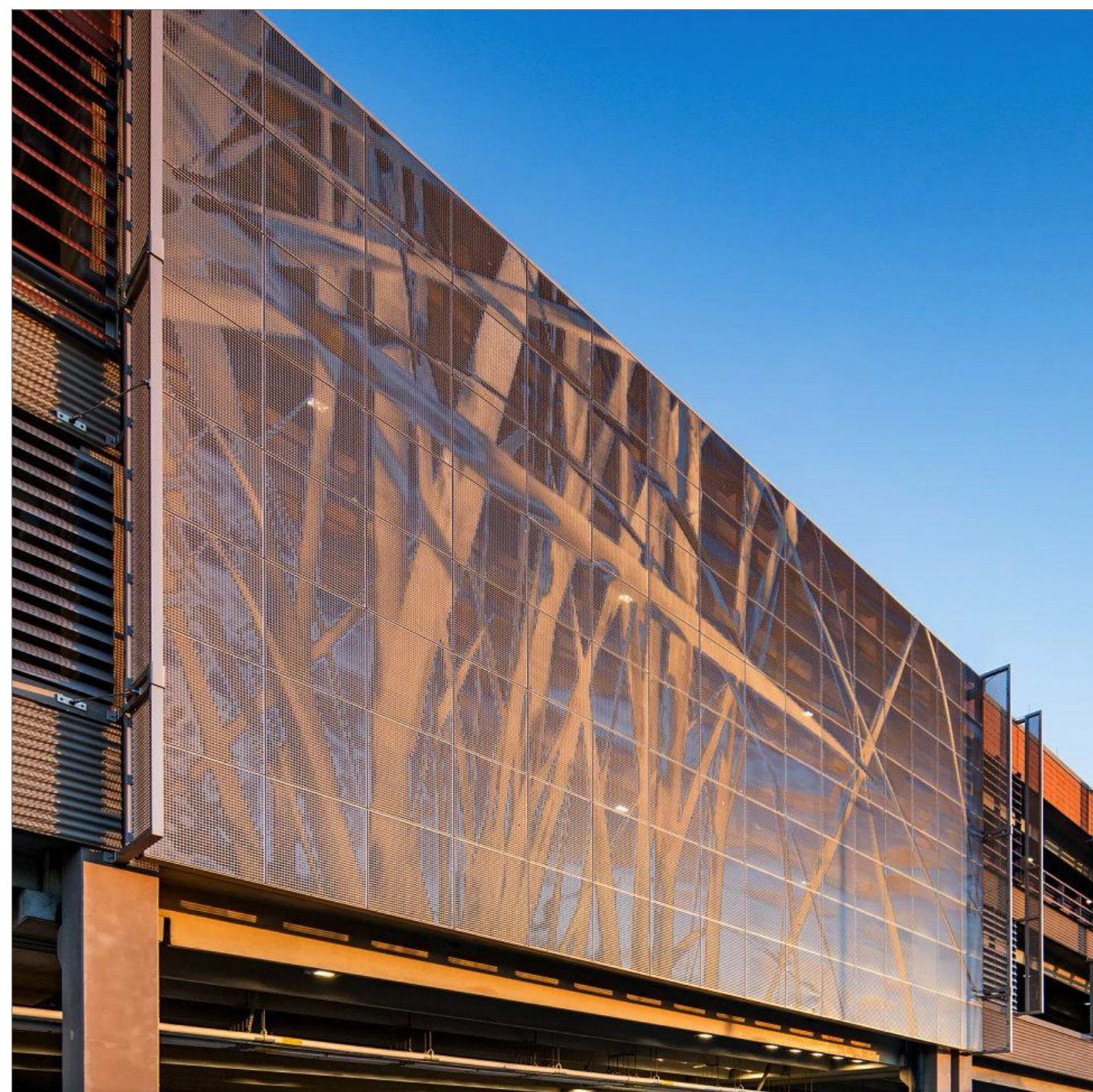
719-M 'LONGMEADOW'



712-M 'MARSHFIELD'
TEXTURED CONCRETE SURFACES



METAL OR TERACOTTA VERTICAL FIN SUNSHADES



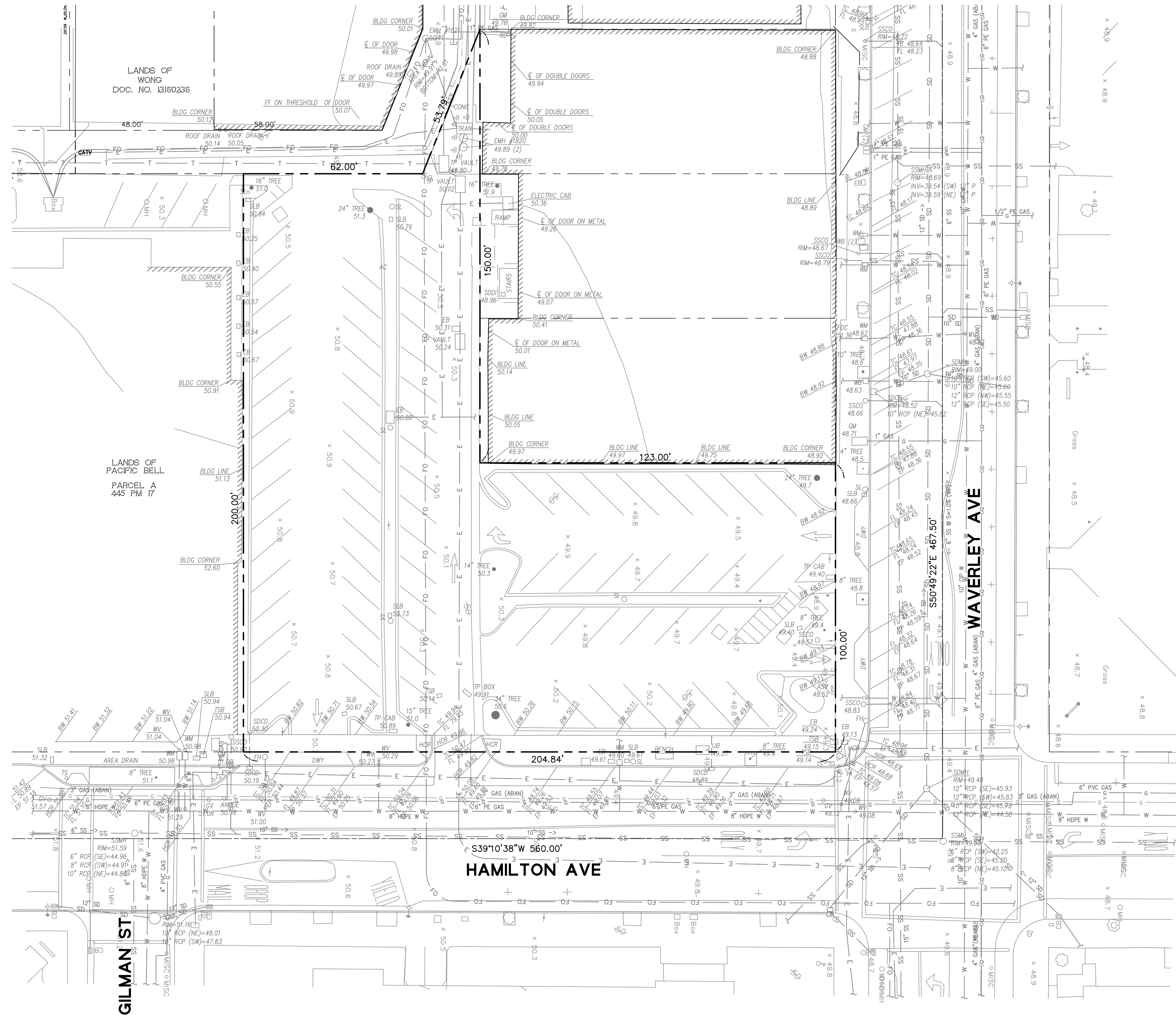
EXAMPLES OF PERFORATED METAL SCREENS WITH GRAPHICS



HOOVER PAVILION GARAGE



CLAREMONT MUNICIPAL PARKING GARAGE
FEATURE STAIRS AND RAILINGS



LEGEND

PROPERTY LINE	---
ADJACENT LOT LINE	- - - -
GAS MAIN	— G —
ABANDONED GAS LINE	— G ^{ABN} —
WATER MAIN	— W —
ELECTRICAL LINE	— E —
SANITARY SEWER LINE	— SS —
STORM DRAIN LINE	— SD —
FIBER OPTIC LINE	— FO —
STORM DRAIN CATCH DRAIN	SDCD □
STORM DRAIN MANHOLE	SDMH ○
SANITARY SEWER MANHOLE	SSMH ○
SANITARY SEWER CLEAN OUT	SSCO ○
WATER VALVE	WV ○
WATER METER	WM □
FIRE HYDRANT	FH ⊕
GAS VALVE	GV ○
TRAFFIC SIGNAL	TS ○
ELECTRICAL BOX	EB □
STREET LIGHT	SL ○

BENCHMARK

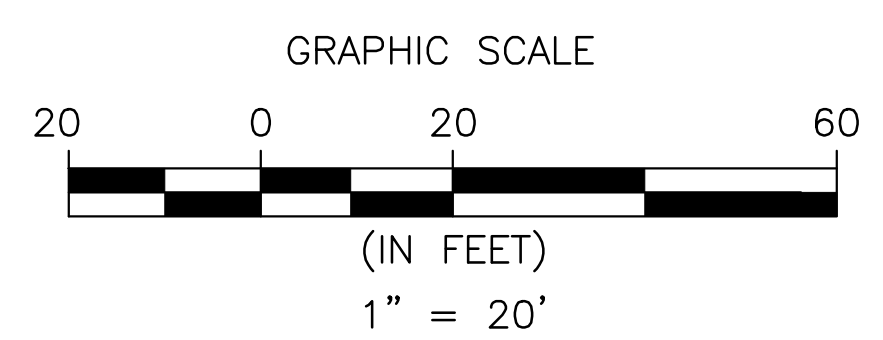
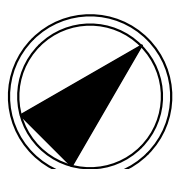
BM#2197
 ELEVATION = 51.27 FEET (NGVD 29)
 CHISELED SQUARE SET ON TOP OF CURB, LOCATED ON NORTHWEST CORNER AT
 NORTHEAST RETURN BRYANT STREET & UNIVERSITY AVENUE, CITY OF PALO ALTO
 SECONDARY VERTICAL CONTROL DATUM (RE-ADJUSTMENT OF 1967)

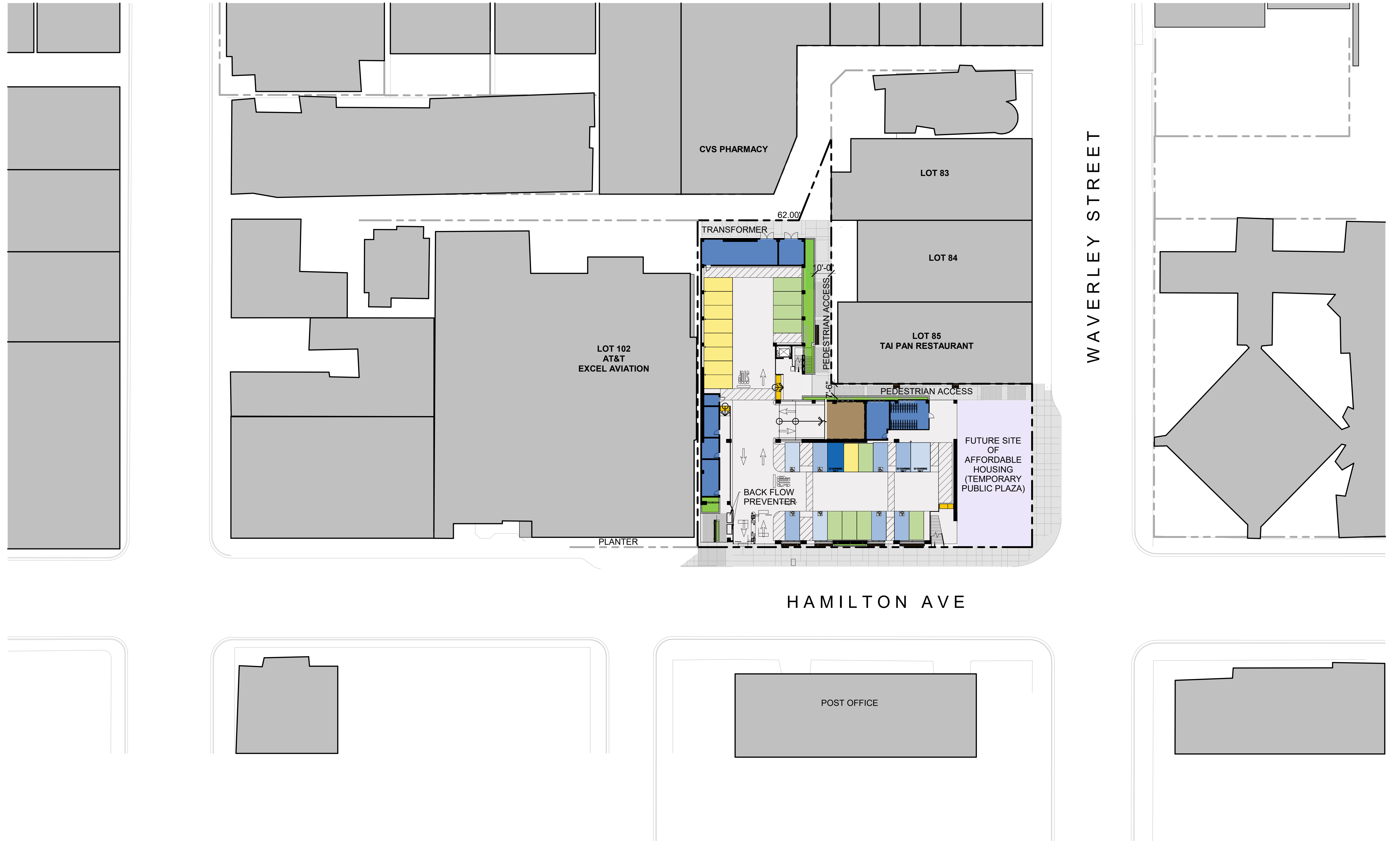
BASIS OF BEARINGS

THE BEARINGS SHOWN ON THIS SURVEY ARE BASED ON THE CALIFORNIA
 COORDINATE SYSTEM OF 1983 (CCS83), ZONE 3, EPOCH 2010.00 AND THIS
 BEING ALSO THE NORTH AMERICAN DATUM OF 1983 (NAD83). DISTANCES SHOWN
 ON THIS MAP ARE GROUND DISTANCES.

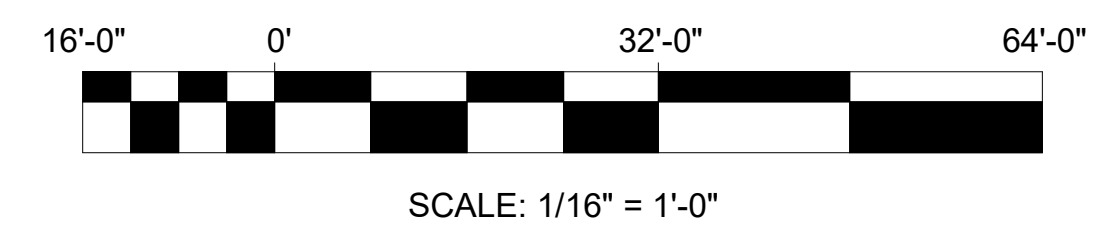
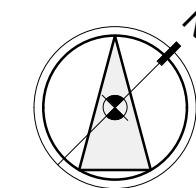
NOTE

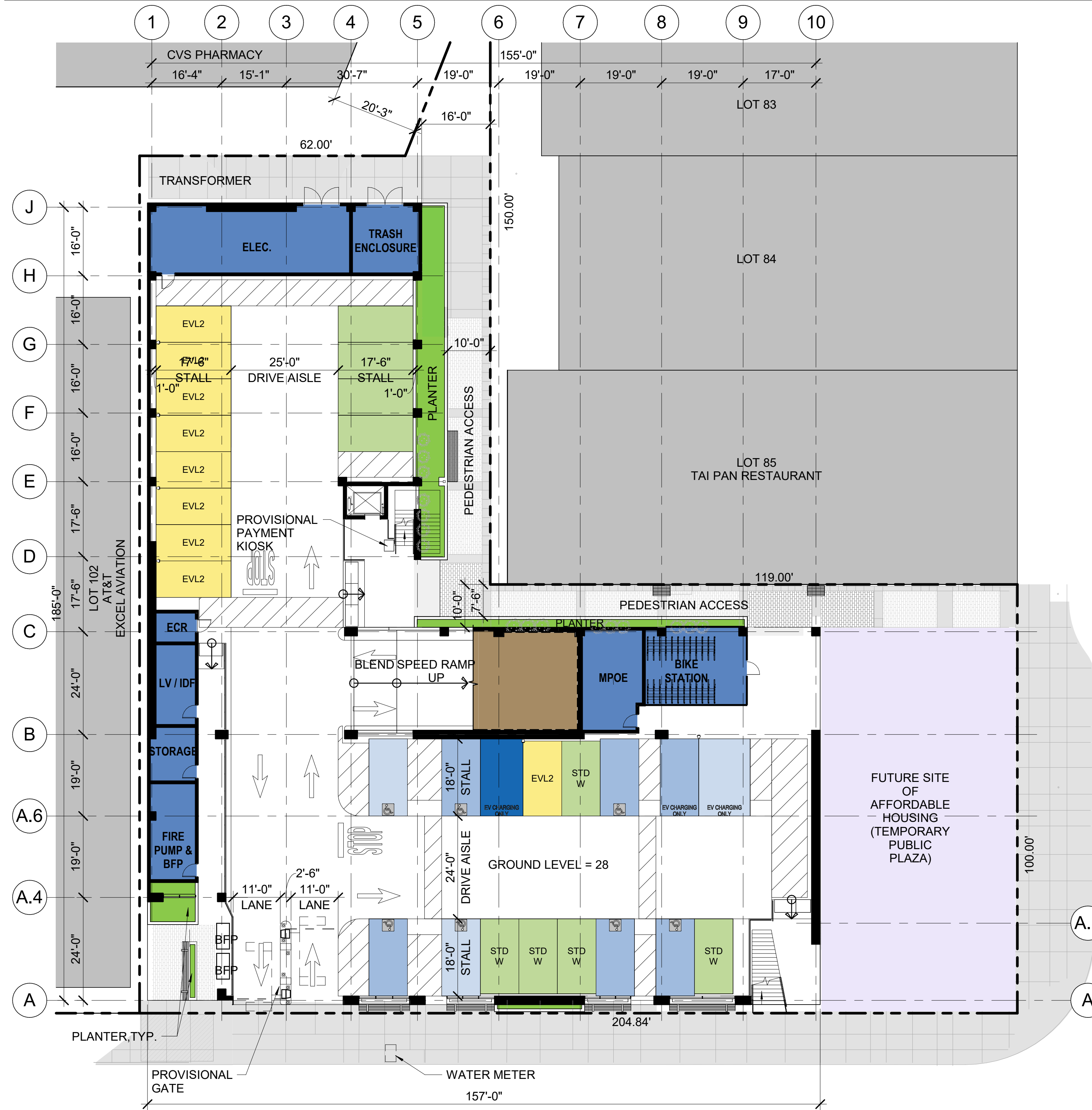
TOPOGRAPHIC SURVEY DATED 03/17/2017, PREPARED BY BKF ENGINEERS.





SITE PLAN
1" = 30'-0"





LEVEL 01 PARKING PLAN
1/16" = 1'-0"

PROJECT INFORMATION

ZONING DESIGNATION: PF
 MAXIMUM SITE COVERAGE: NO REQUIREMENT
 MAXIMUM FAR: NO REQUIREMENT

LOT AREA: 29,164 SF
 EXISTING LOT COVERAGE: ZERO, LOT IS UNDEVELOPED
 PROPOSED LOT COVERAGE (INCLUDES PLAZA): 23,809 SF (81.64%)
 GROSS BUILDING AREA: 115,016 SF
 PROPOSED FLOOR AREA RATIO (FAR): 3.97
 PROPOSED BUILDING HEIGHT: 68'-00" (TO TOP OF PV)
 PROPOSED BUILDING HEIGHT: 59'-11" (TO TOP OF RAIL)

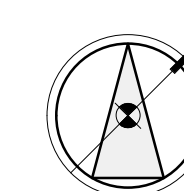
EXISTING ON SITE PARKING: 86 STALLS
 PROPOSED PARKING: 266 STALLS

PARKING STALL SUMMATION

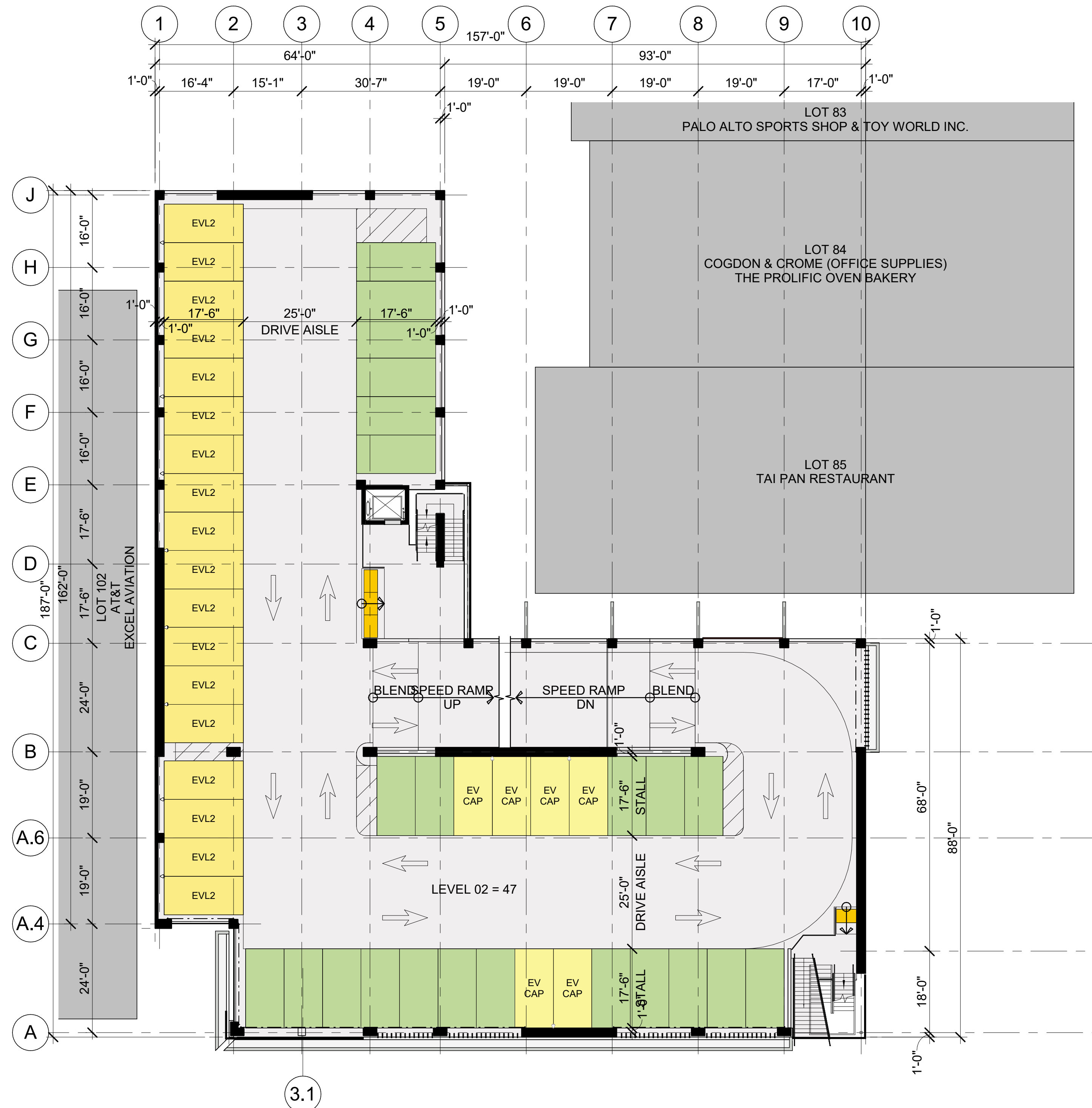
LEVEL	STANDARD	ACCESSIBLE	VAN ACCESSIBLE	EV CAPABLE	EVCS LEVEL 2	ACCESSIBLE EVCS LEVEL 2	VAN ACCESSIBLE EVCS LEVEL 2	AMBULATORY EVCS LEVEL 2	TOTAL	SQ FOOTAGE	SQ. FT./STALL
LEVEL 06	50	0	0	0	0	0	0	0	50	18,671	397
LEVEL 05	29	0	0	18	0	0	0	0	47	19,242	409
LEVEL 04	25	0	0	22	0	0	0	0	47	19,242	409
LEVEL 03	23	0	0	12	12	0	0	0	47	19,242	409
LEVEL 02	23	0	0	6	18	0	0	0	47	19,242	409
LEVEL 01	9	5	2	0	9	1	1	1	28	19,377	625
TOTAL	159	5	2	58	39	1	1	1	266	115,016	432

PARKING STALL LEGEND

- STANDARD
- STANDARD (9'-0" WIDE)
- ACCESSIBLE
- VAN ACCESSIBLE
- EV CAPABLE - FUTURE INSTALL
- EVCS LEVEL 2 - DAY ONE
- EVSC ACCESSIBLE
- EVSC VAN ACCESSIBLE

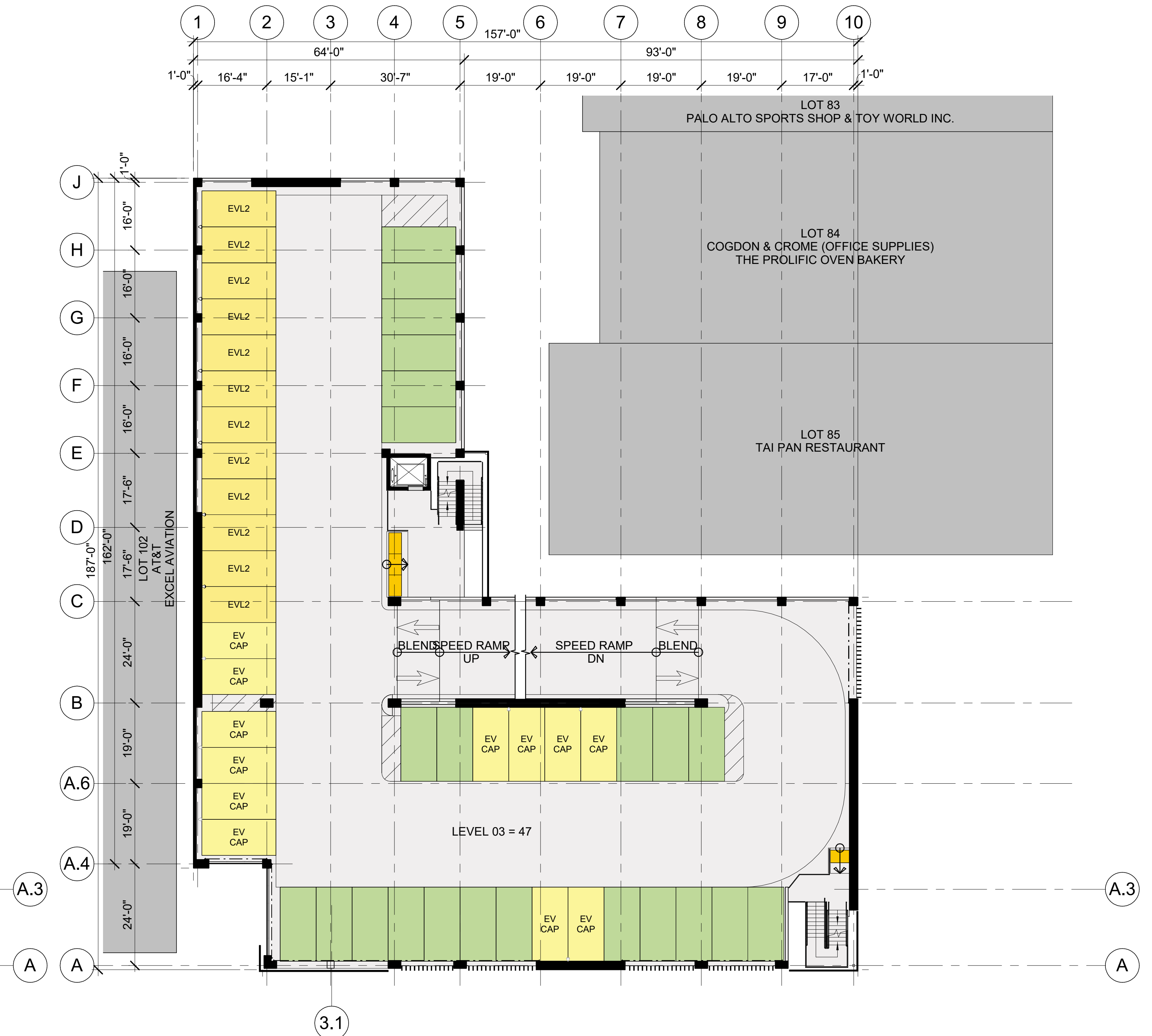


SCALE: 1/16" = 1'-0"



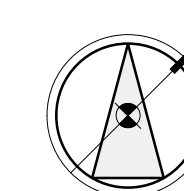
LEVEL 02 PARKING PLAN

1/16" = 1'-0"

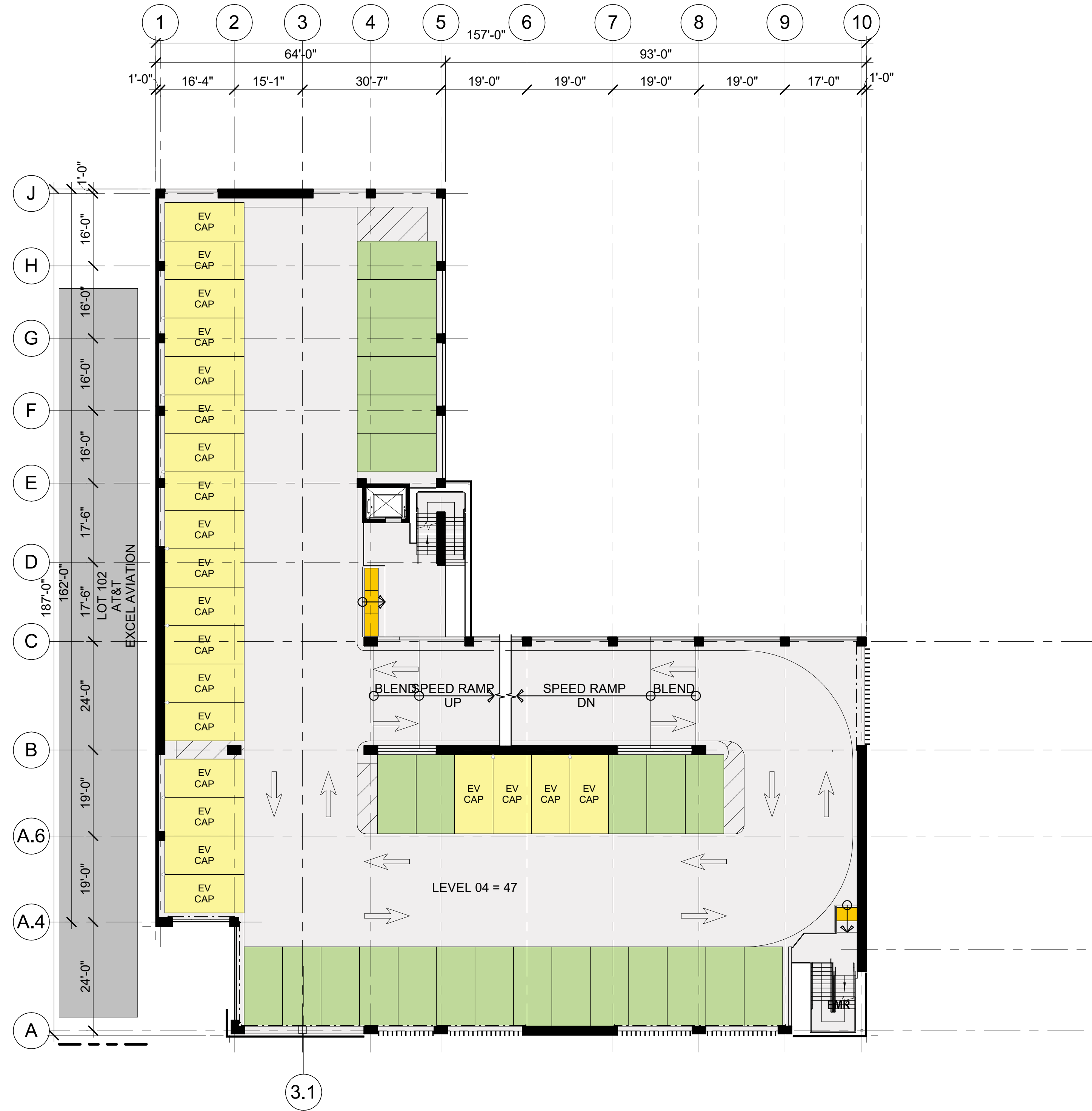


LEVEL 03 PARKING PLAN

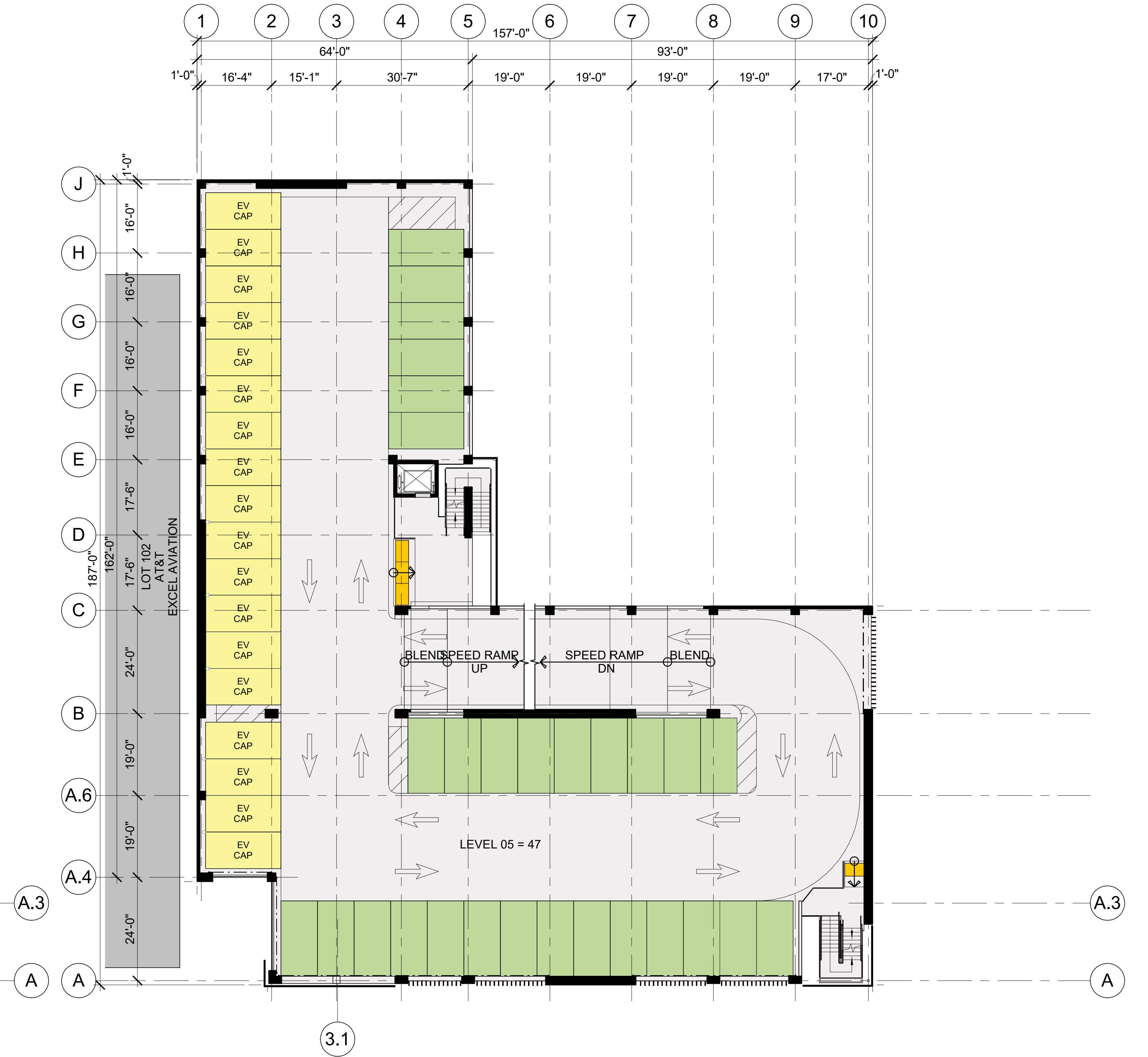
1/16" = 1'-0"



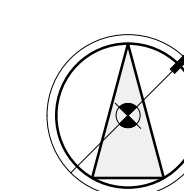
SCALE: 1/16" = 1'-0"



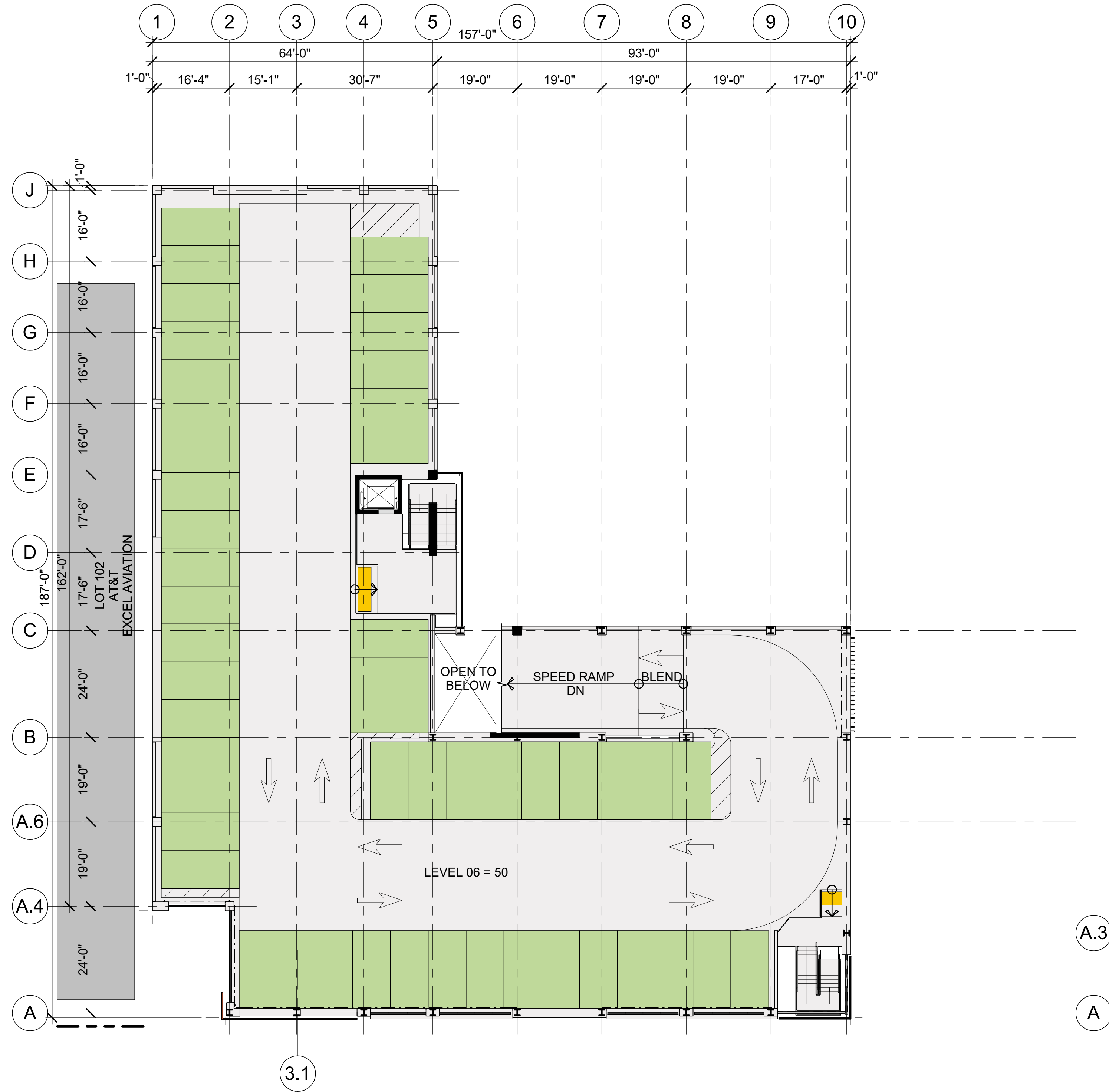
LEVEL 04 PARKING PLAN
1/16" = 1'-0"



LEVEL 05 PARKING PLAN
1/16" = 1'-0"

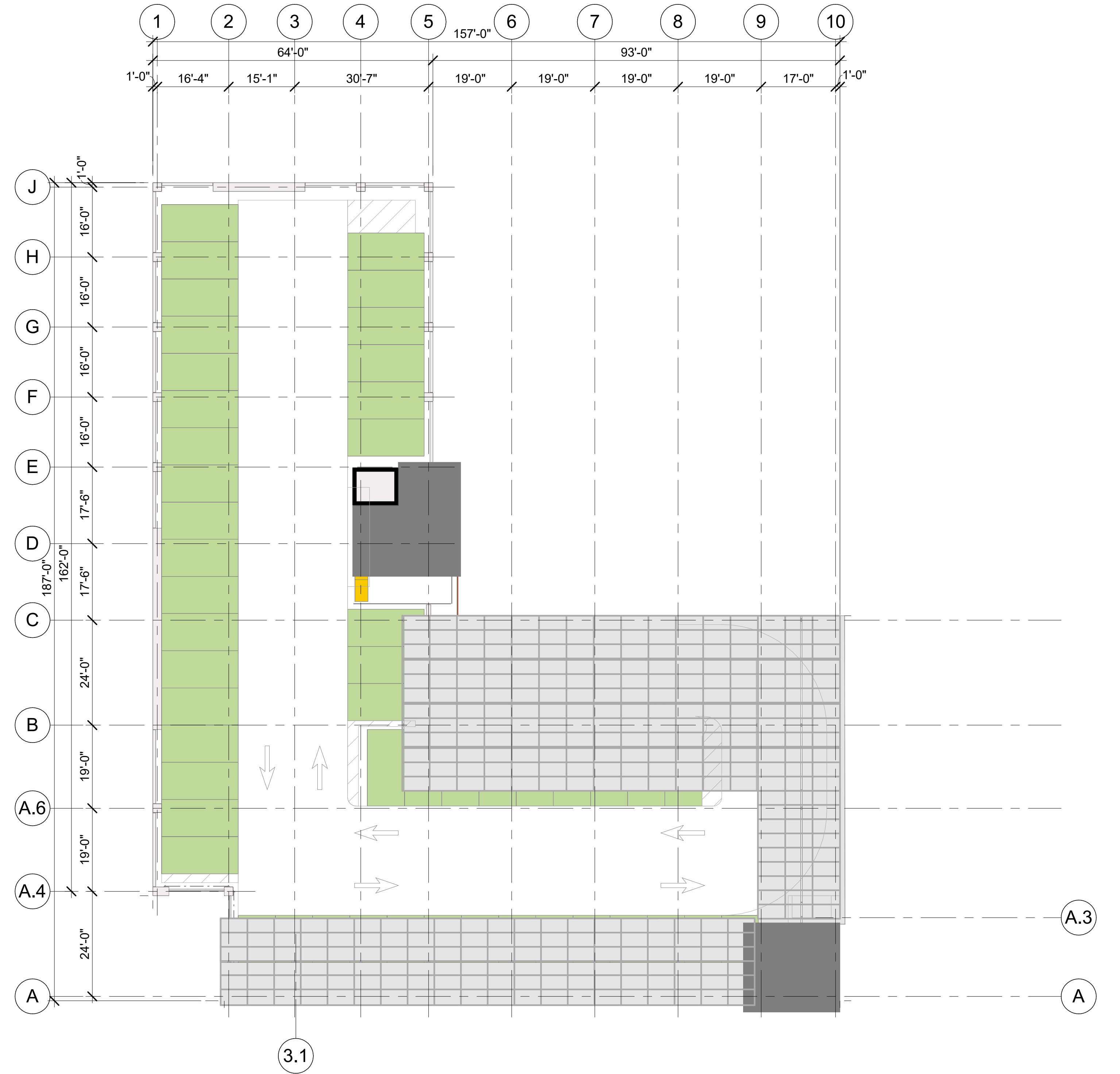


SCALE: 1/16" = 1'-0"



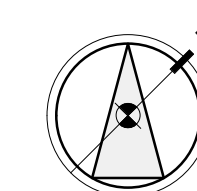
LEVEL 06 PARKING PLAN

1/16" = 1'-0"

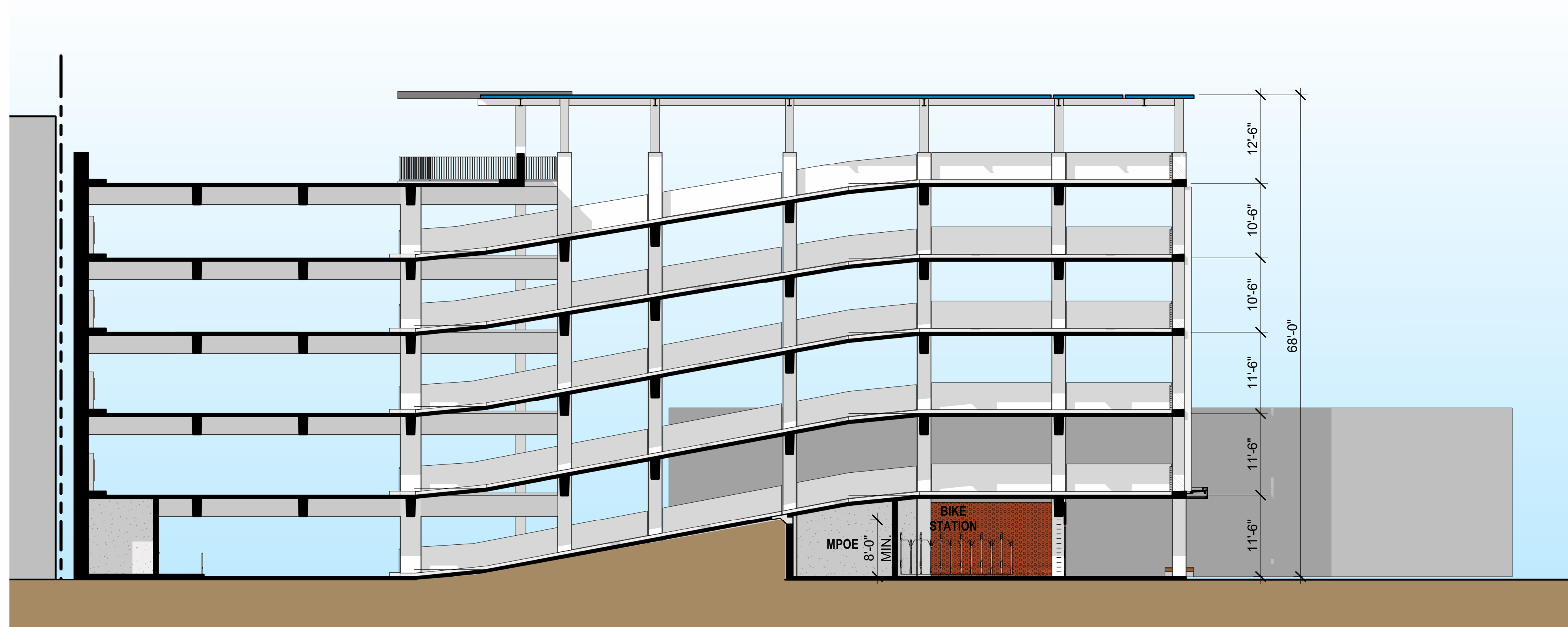


**(FUTURE)
PV LEVEL**

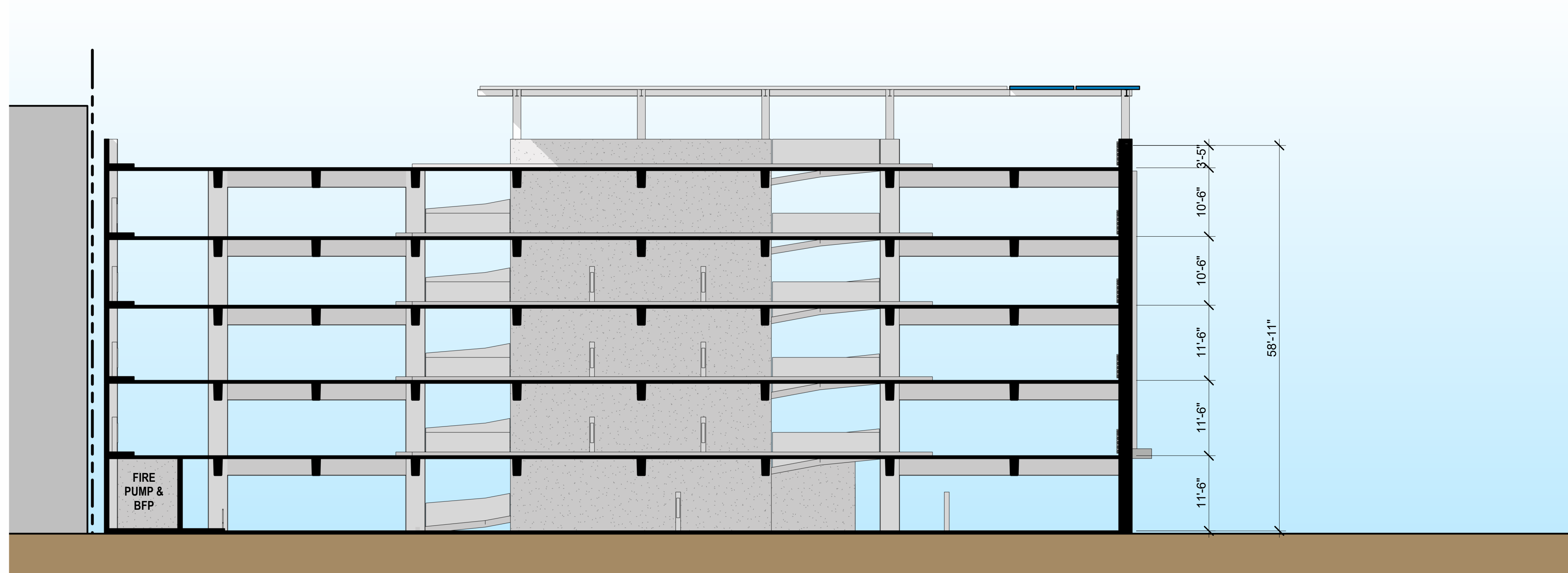
1/16" = 1'-0"



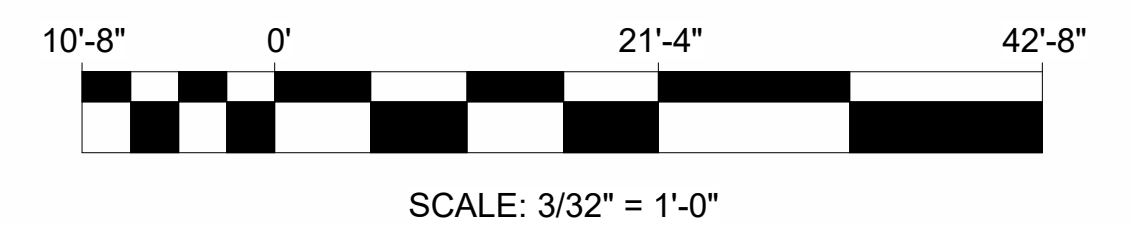
SCALE: 1/16" = 1'-0"

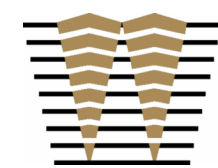
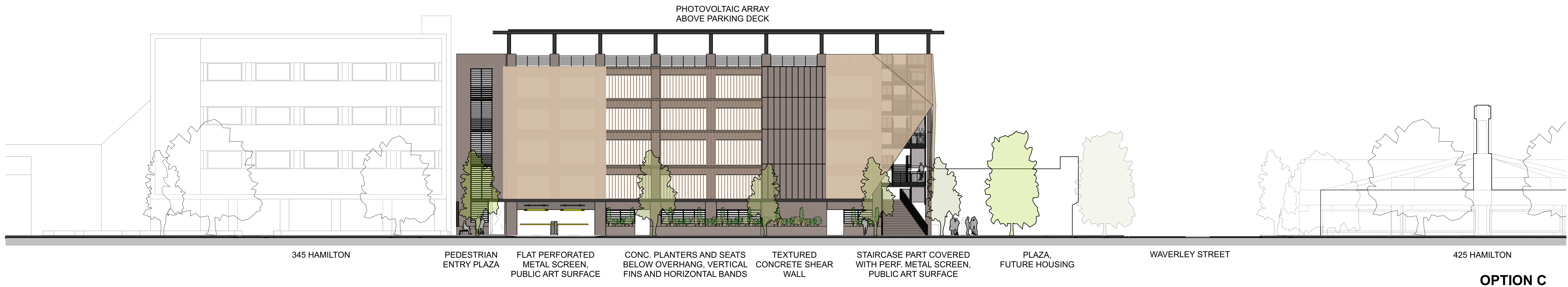
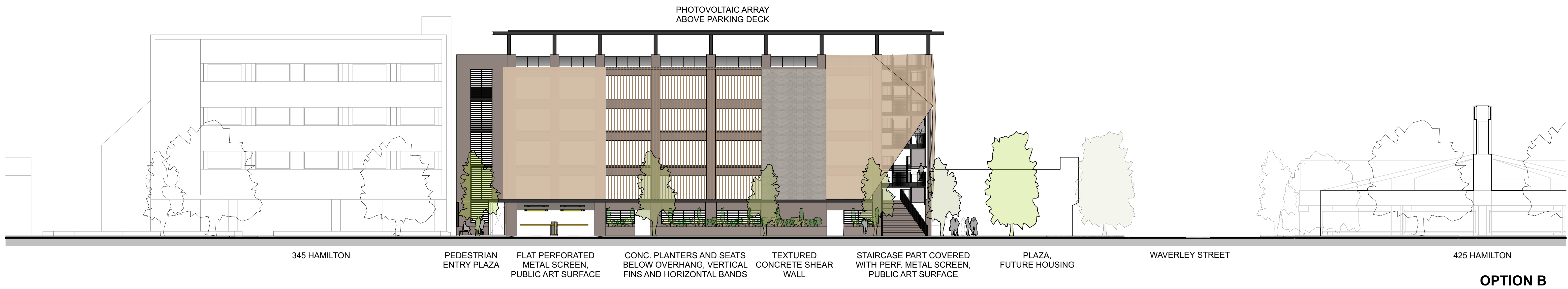
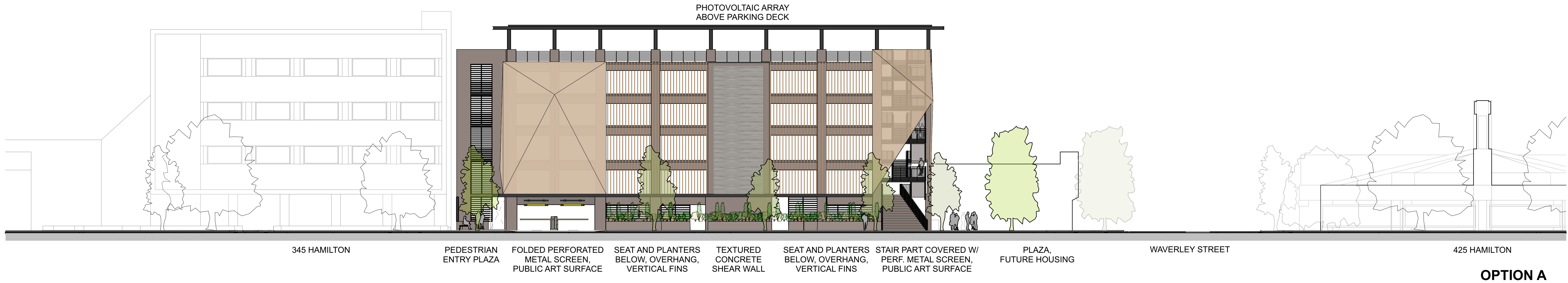


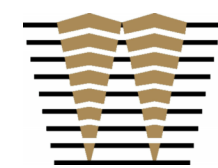
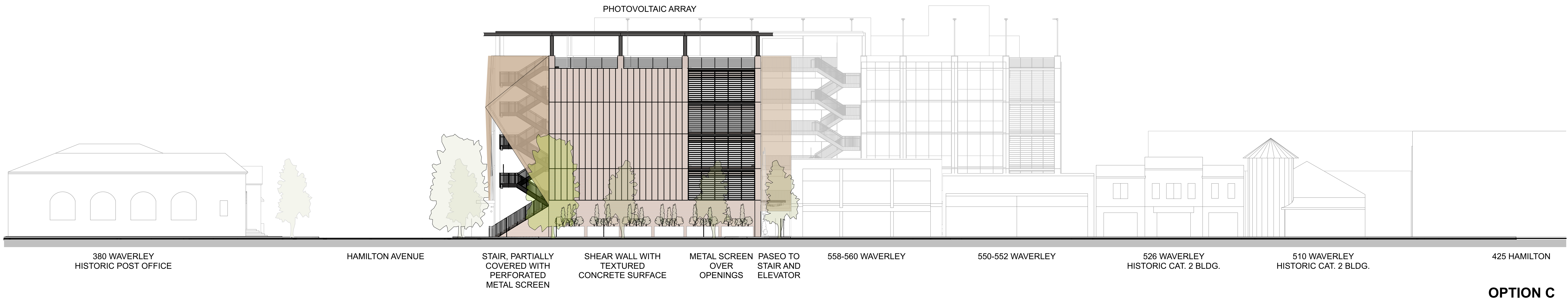
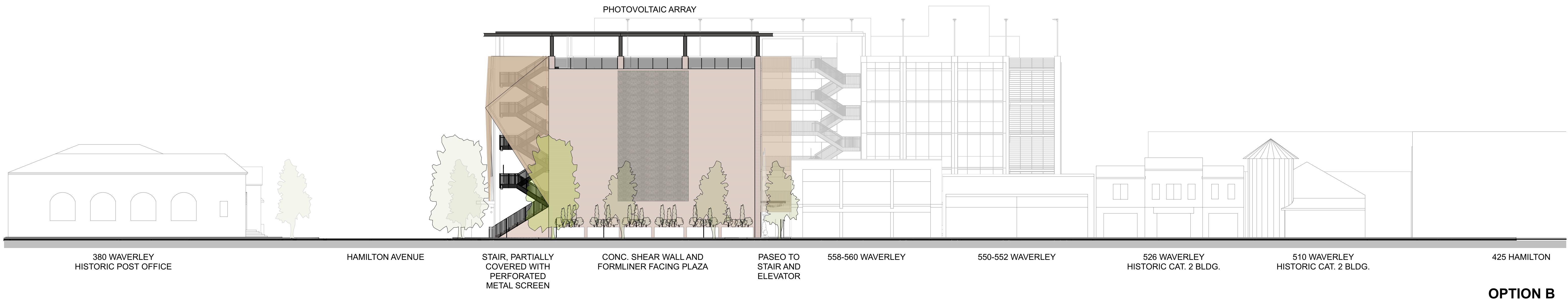
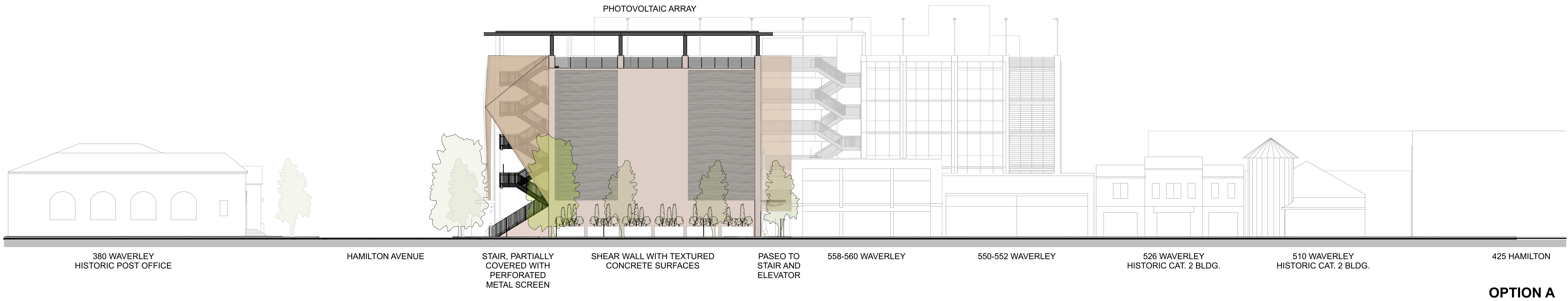
1 BUILDING SECTION
 ARB 3.0
 3/32" = 1'-0"

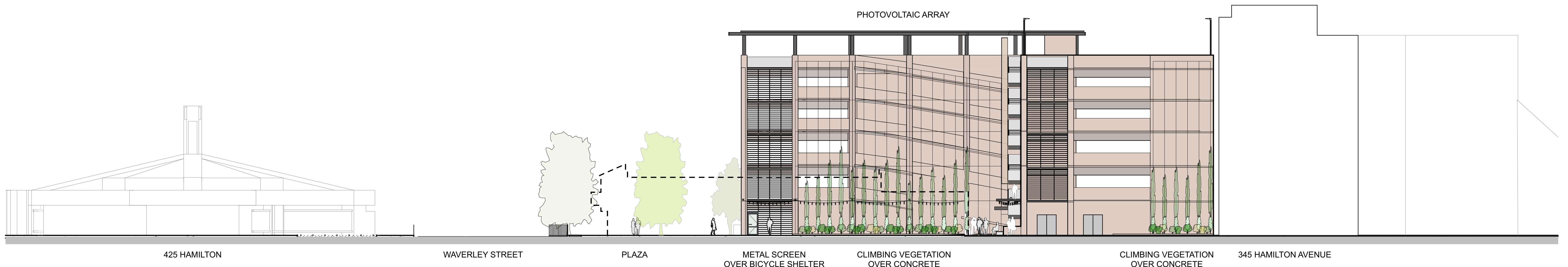


2 BUILDING SECTION
 ARB 3.0
 3/32" = 1'-0"









425 HAMILTON

WAVERLEY STREET

PLAZA

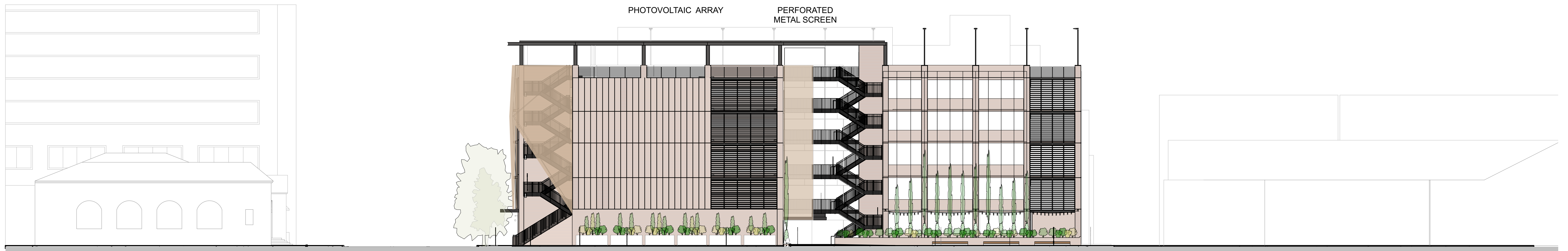
METAL SCREEN OVER BICYCLE SHELTER

CLIMBING VEGETATION OVER CONCRETE

CLIMBING VEGETATION OVER CONCRETE

345 HAMILTON AVENUE

PASEO NORTH ELEVATION



380 WAVERLEY HISTORIC POST OFFICE

HAMILTON AVENUE

CORNER STAIR WITH METAL PERFORATED SCREEN

SHEAR WALL WITH TEXTURED CONCRETE SURFACE

METAL SCREEN OVER OPENINGS

PASEO TO STAIR AND ELEVATOR

STAIR AND ELEVATOR TOWER

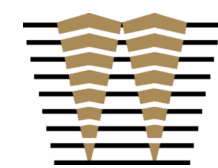
CLIMBING VEGETATION, PLANTERS AND BENCHES

METAL SCREEN OVER OPENINGS

LANE 21

352-364 UNIVERSITY AVENUE

PASEO EAST ELEVATION



WATRY DESIGN, INC.
Architects • Engineers • Parking Planners

HAYES GROUP ARCHITECTS

PROJECT NUMBER:
16-138A

PROJECT NAME:
DOWNTOWN PARKING GARAGE

SHEET:
ARB 3.3

SHEET NAME:
PASEO AND LANE 21 STREETSCAPE ELEVATIONS

CLIENT NAME:
CITY OF PALO ALTO

DATE ISSUED:
10/06/2025



HAMILTON AVENUE - OPTION A



HAMILTON AVENUE - OPTION B



HAMILTON AVENUE - OPTION C



CORNER OF HAMILTON AVENUE AND WAVERLEY STREET - OPTION A



CORNER OF HAMILTON AVENUE AND WAVERLEY STREET - OPTION B



CORNER OF HAMILTON AVENUE AND WAVERLEY STREET - OPTION C



WAVERLEY STREET - OPTION A



WAVERLEY STREET - OPTION B



WAVERLEY STREET - OPTION C



VIEW FROM PLAZA TO PASEO



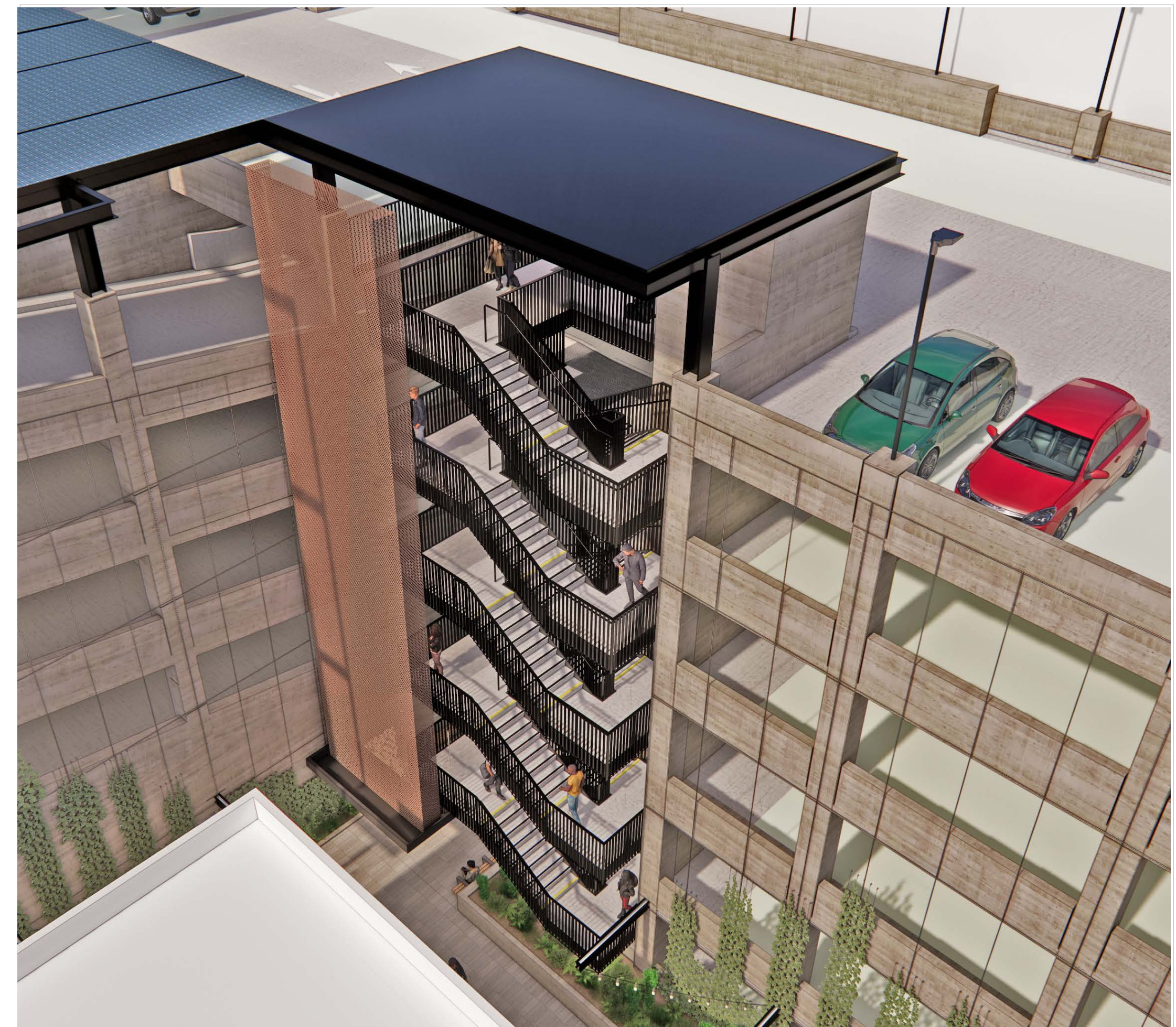
VIEW DOWN PASEO APPROACHING STAIR



VIEW OF GARAGE ENTRY



VIEW OF PASEO TOWARDS WAVERLEY STREET, FROM GARAGE



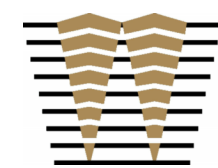
STAIR AND ELEVATOR VIEWED FROM ABOVE



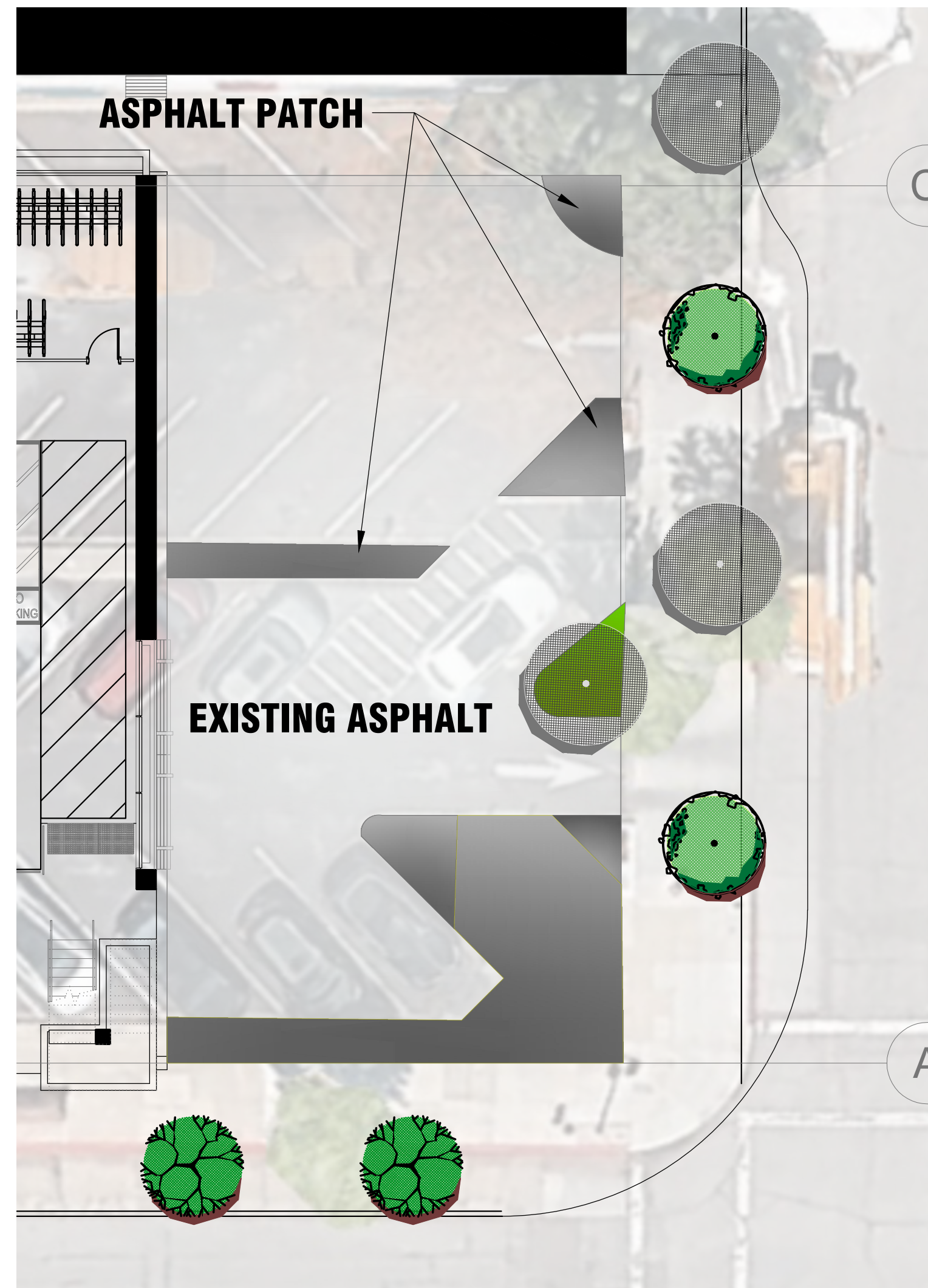
PEDESTRIAN PLAZA AT SOUTH-EAST CORNER OF LOT



ENTRY AND STAIR NEAR CORNER OF HAMILTON AND WAVERLEY



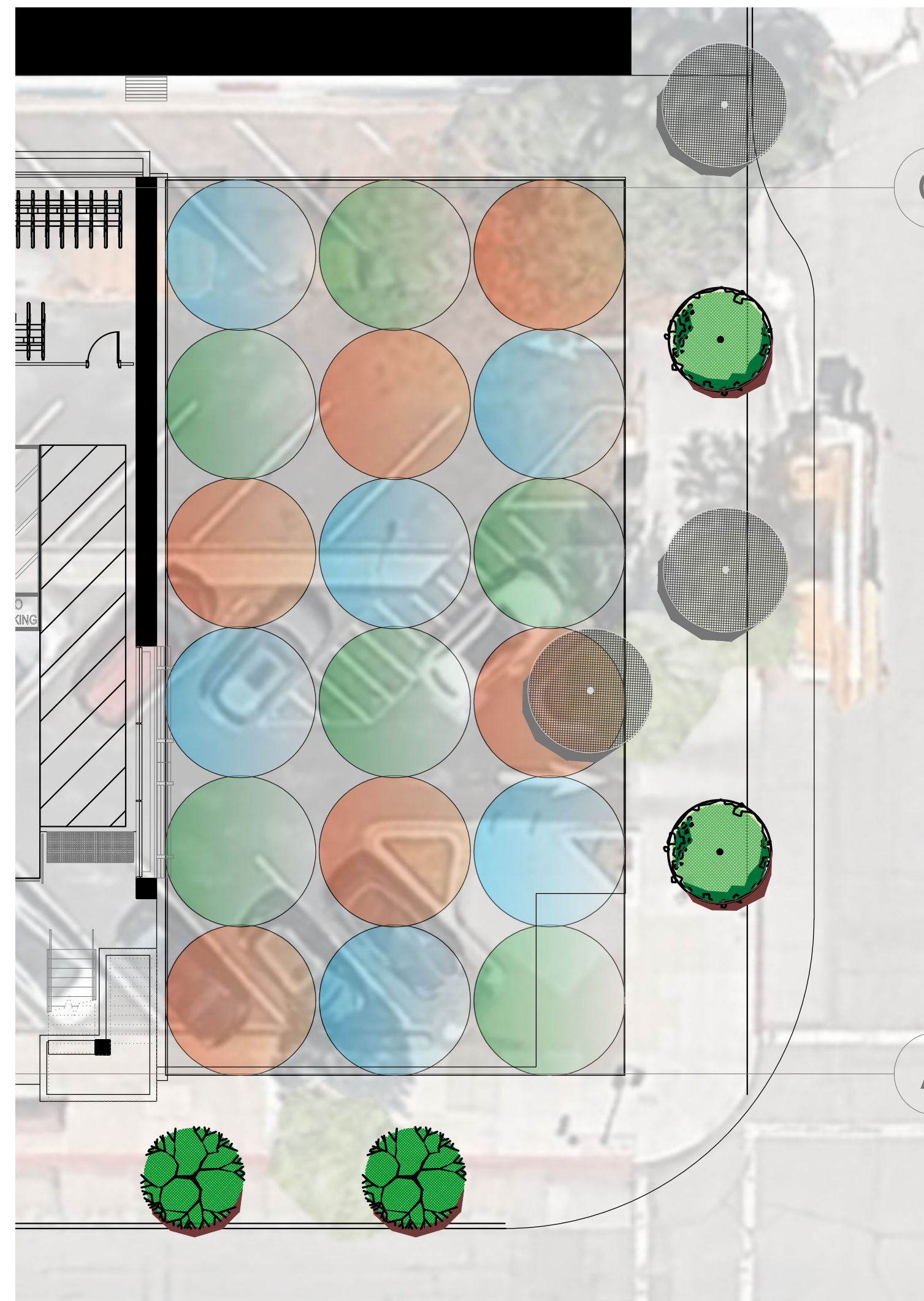
MINIMAL SITE PREPARATION



RETAIN EXISTING ASPHALT

- REMOVE EXISTING PLANTING AREAS AND CONCRETE
- RESURFACE ASPHALT TO HAVE CONTINUOUS SURFACE
- PATCH PLANTING AREAS WITH ASPHALT
- RETAIN SINGLE PLANTING AREA WITH TREE

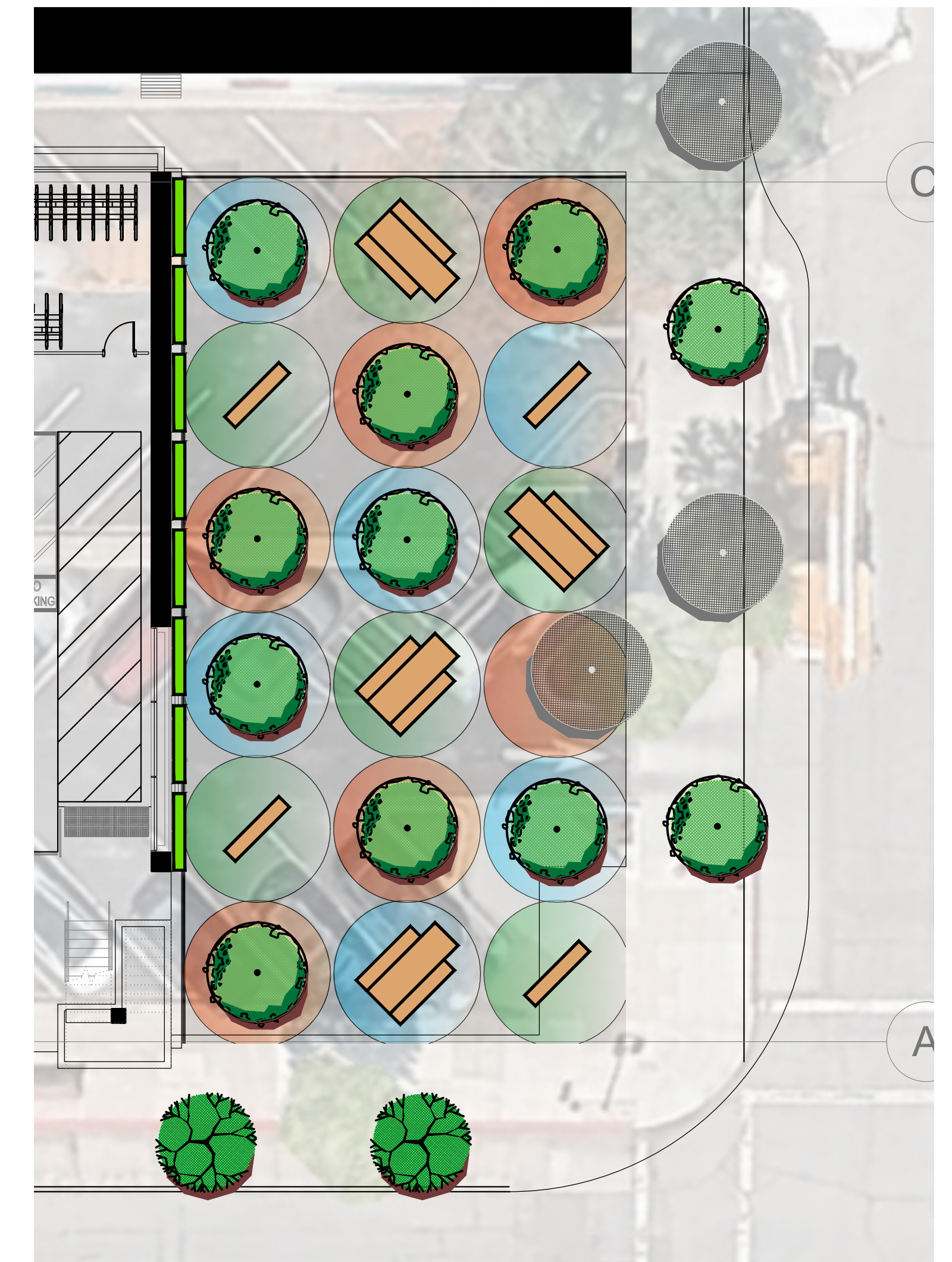
PAINTED PAVEMENT



PAINTED PATTERN

- UNIFY THE PAVEMENT MATERIALS
- DYNAMIC AND NON-DIRECTIONAL
- OPPORTUNITY FOR ART

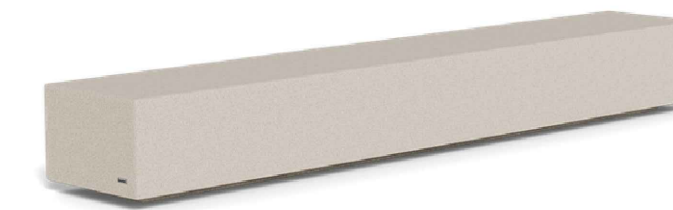
SITE ACTIVATION OPTION A



PASSIVE PARK

- SEATING AND TREES IN PLANTERS

PARK ELEMENTS



BENCH - CONCRETE

- LANDSCAPE FORMS SOCRATES MODEL/UNIVERSE BACK
- QCP SLAB MODEL



PICNIC TABLE - WOOD

- COLUMBIA CASCADE ARBOR MODEL
ACCESSIBLE PICNIC TABLE




TREE - TUPELO

- DECIDUOUS TREE WITH BRILLIANT FALL COLOR
- LOW WATER USE
- TOLERANT OF BAD SOIL AND URBAN CONDITIONS
- MEDIUM GROWTH SPEED

City of Palo Alto Tree Protection - It's Part of the Plan!

Make sure your crews and subs do the job right!

Fenced enclosures around trees are essential to protect them by keeping the foliage, canopy, and branching structure clear from contact by equipment, materials, and activities, preserving roots and soil conditions in an intact and non-compacted state, and identifying the Tree Protection Zone (TPZ) in which no soil disturbance is permitted and activities are restricted, unless otherwise approved. **An approved tree preservation report must be added to this sheet when project activity occurs within the TPZ of a protected tree.**
For detailed information on Palo Alto's protected trees and tree protection during development, review the **City's Tree and Landscape Technical Manual (TLTM)** found at www.cityofpaloalto.org/trees *



TREE DISCLOSURE STATEMENT
THIS FORM MUST BE COMPLETED BY A CERTIFIED ARBORIST

For ADU only & EVSE only projects, this form may be filled out by applicant.
For OTC permits, a City Staff Arborist may assist the applicant if needed.

CITY OF PALO ALTO
Urban Forestry Section
Development Review
trees@cityofpaloalto.org 650-496-5953

Palo Alto Municipal Code, Chapter 8.10.040, requires disclosure and protection of certain trees located on private and public property, and that they be shown on approved site plans. A completed tree disclosure statement must accompany all applications for development that include exterior work, all demolition or grading permit applications, or other development activity that may impact protected trees.

PROPERTY ADDRESS: 375 HAMILTON AVE.

1. Are there any trees over 4" in trunk diameter being proposed for removal? YES NO

2. Are there Protected trees on the property or on adjacent property within 30 feet of the proposed building footprint/ area of work? YES (continue form) NO (proceed to question 6)

3. Where are the trees located? Check all that apply. (Plans submitted must show all trees over 4" in diameter)

On the property or in the adjacent public right-of-way** and within 30 feet of the proposed building footprint or
 On adjacent property within 30 feet of proposed building footprint/area of work or
 Close enough that its canopy overhangs the project site

**Street trees on the property or within 30ft of proposed work require special protection by a fenced enclosure per the instructions on the T-1 Sheet. Prior to beginning any work, you must schedule a Street Tree Protection Verification inspection by calling Public Works Operations at 650-496-5953 for an inspection of any required type I, II or III fencing (see attached Detail #605). NOTE: ADU only projects (including Table 1/5B9) are not exempt.

4. Are there any Protected Native Species Trees, Protected Mature Trees, Heritage Trees, or Designated Trees ?

YES (Check below) NO

Protected Native Species Trees - *Acer macrophyllum*, *Calocedrus decurrens*, *Quercus agrifolia*, *Quercus douglasii*, *Quercus kelloggii*, or *Quercus lobata* 11.5" DBH or more or *Sequoia sempervirens* 18" DBH or more
 Protected Mature Trees - Any tree equal to or greater than 15" DBH (Excluding *invasive species and high water users*)
 Designated Trees - Mitigation trees or commercial and non-residential property trees, which are part of a previously approved landscape plan
 Heritage Trees - Specific individual trees designated by Council. See the [Heritage Tree List](#)

5. Is there activity or grading within the TPZ of these trees? TPZ= radius of 10 times the diameter. YES NO

If Yes, a Tree Preservation Report must be prepared by an ISA certified arborist and submitted for staff review (see TLTM, Section 5.03.3). Attach this report to Sheet T-2, "Tree Protection, its Part of the Plan!", per Site Plan Requirements.*

6. Are the Site Plan Requirements completed? (See below) YES NO

*For ADU Only & EVSE Projects: this form may be filled out by the applicant instead of by a certified arborist. A "Yes" answer to question 5 for Table 1 ADU projects, garage conversions, or EVSE projects will not require a Tree Preservation Report. Table 1/5B9 projects are not exempt from tree disclosure.
For All Projects the following is required: Plans (drawn by architect, contractor, or arborist) must show the tree species, measured trunk DBH, canopy dripline, and TPZ of each tree 4" DBH or larger. ADU only & EVSE projects may indicate tree species and tree diameter sizes are estimated/approximate.
For Projects with Trees Requiring Tree Protection: the following is required: 1) Plans (drawn by architect, contractor, or arborist) must show the measured trunk DBH and TPZ of each Protected Tree; 2) Plans must denote, as a bold dashed line, a fenced enclosure containing the TPZ per Sheet T-1 and Detail #605 (See also TLTM 2, Section 3.03 for additional information).
For Projects with Activity or Grading Within the TPZ of a Protected Tree, A Tree Preservation Report is required and must be included in the T-1 set.

I, the undersigned, agree to the conditions of this disclosure. I understand that knowingly or negligently providing false or misleading information in response to this disclosure requirement constitutes a violation of the Palo Alto Municipal Code Section 8.10.040, which can lead to criminal and/or civil legal action. (Note: Applicants signing for ADU only & EVSE projects will not be penalized for incorrect reporting of tree size or miss-identification of tree species.)

Signature: _____ Print: _____ ISA#: _____ Date: _____

1 Protected Trees - Includes any trees belonging to the following categories: a) Public Trees (Street Trees) - Trees growing in the city right of way or on public property; b) Protected Native Species Trees - Bigleaf Maples, Incense Cedars, Coast Live Oaks, Blue Oaks, CA Black Oaks or Valley Oaks which are 11.5" in diameter or larger and Coast Redwoods which are 18" in diameter or larger, when measured 54" above natural grade; c) Protected Mature Trees - All other species of trees with DBH of 15" or larger when measured 54" above natural grade (Excluding *invasive species and high water users*); d) Heritage Trees - Individual trees designated by City Council (See [Heritage Tree List](#)); and e) Designated Trees - mitigation trees or commercial and non-residential property trees, which are/were part of an approved landscape plan.

2 Palo Alto Tree and Landscape Technical Manual (TLTM) contains instructions for all requirements on this form. It is available on our website at: <https://www.cityofpaloalto.org/treordinance>

Revised 03/31/2025

PROJECT SPECIFIC REQUIREMENTS

TO BE FILLED OUT BY APPLICANT AT DIRECTION OF URBAN FORESTRY STAFF

The following conditions, inspection schedules or reporting requirements will be required when checked by city staff during Urban Forestry Review of development applications.

PSR1 - TREE PROTECTION VERIFICATION INSPECTION REQUIRED: Prior to any site work, contractor must call Urban Forestry at 650-496-5953 to schedule an inspection of any required protective fencing. The fencing shall contain required warning signs and remain in place until completion of urban forestry final inspection.

PSR2 - MWEL0 INSPECTION REQUIRED: Prior to building final, applicant must contact Urban Forestry at trees@cityofpaloalto.org for landscape final (MWEL0 Inspection). Schedule inspection once irrigation and landscaping are installed to plan, and irrigation controller schedule is programed. See MWEL0 guidelines for details on any required third-party water audits.

PSR3 - TREE PERMIT REQUIRED: Plans indicate that protected trees will be removed as part of this project. Please contact the Urban Forestry review staff for the project or email trees@cityofpaloalto.org to obtain a Protected Tree Removal Permit to ensure that the project complies with PAMC 8.10.050.

PSR4 - PROJECT ARBORIST: The property owner or contractor shall hire a designated arborist to ensure the project conforms to all Planning and Urban Forestry conditions related to landscaping/trees. The project arborist must be included in a mandatory pre-construction meeting and be present during any rough grading and trenching activities occurring within 10-feet of a TPZ and any approved activities inside the TPZ.

PSR5 - PROJECT ARBORIST CERTIFICATION FORM: When required, project arborists must submit an online form [<https://us.openforms.com/Form/2262bf1a-c26f-4c04-8daa-15dbd9c8e08e>] certifying that they have reviewed the building permit plan set with regards to trees as well as any Urban Forestry Conditions of Approval, and that all requirements have been met. The letter also confirms that any required site monitoring inspections and reporting have been arranged in advance with the contractor or owner. Project Arborist Certification Forms should be included as supporting documents when submitting an application for a building permit that required prior approval through Planning (See Project Arborist Certification Form, TLTM Section 5.03.5).

PSR6 - MONTHLY ARBORIST INSPECTIONS: The project arborist shall perform monthly inspections to monitor changing conditions and tree health. The Urban Forester shall be in receipt of an inspection summary during the first week of each calendar month or, immediately if there are any changes to the approved plans or protection measures. Reports should be submitted via the online form [<https://us.openforms.com/Form/ca5003f1-6836-4789-b534-b4dff1d457b1>] (see Tree Monitoring Reports, TLTM Section 5.03.6).

PSR7 - SPECIAL ACTIVITY WITHIN THE TREE PROTECTION ZONE: Work in this area (TPZ) of a protected tree requires the direct on-site supervision by the project arborist (see Trenching and Excavation, TLTM Section 3.03.6-B5,6).

PSR8 - SPECIAL ACTIVITY WITHIN STREET TREE TREE PROTECTION ZONE: Work in this area (TPZ) of a city tree requires an inspection by a city staff arborist before cutting of any roots greater than 2 inches in diameter. It is highly recommended that the project arborist provides the direct on-site supervision (see Trenching and Excavation, TLTM Section 3.03.6-B5,6).

URBAN FORESTRY STANDARD CONDITIONS

The following conditions and/or standard Municipal Code requirements apply to all projects unless otherwise specified in project specific checklists or conditions of approval. Any applicable items shall be addressed in any permit application such as a Building Permit, Excavation and Grading Permit, Certificate of Compliance, Street Work Permit, Encroachment Permit, etc.

URBAN FORESTRY GENERAL: The following general tree preservation measures apply to all trees to be retained: No storage of material, topsoil, vehicles or equipment shall be permitted within the Tree Protection Zone (TPZ). The ground under and around the tree canopy area shall not be altered. No waste material or construction byproducts are allowed within the TPZ. Trees to be retained shall be irrigated, aerated, and maintained as necessary to ensure survival.

TREE DAMAGE: Tree Damage, Injury Mitigation, and Inspections apply to the Contractor. Reporting, injury mitigation measures, and arborist inspection schedule may apply pursuant to TLTM, Section 5.03.6. Contractor shall be responsible for the repair or replacement of any publicly owned or protected trees that are damaged during the course of construction, pursuant to Title 8 of the Palo Alto Municipal Code, and City of Palo Alto Tree and Landscape Technical Manual, Section 3.02.

TPZ EXCAVATION RESTRICTIONS APPLY - TLTM, Sec. 3.03.6 - B5,6: Any approved grading, digging, potholing, or trenching within the TPZ of a protected tree shall be performed using 'air-spade' method as a preference, with manual hand shovel as a backup. (TPZ= 10x the tree diameter at 54" above grade) For utility trenching, including sewer line, roots exposed with a diameter of 2 inches and greater shall remain intact and not be damaged. If directional boring method is used to tunnel beneath roots, then CPA Standard Detail #504 shall be printed on the final plans and the buffer distances in TLTM Table 3-4, Trenching and Tunneling Distance, shall be implemented by Contractor. Contractor must notify the Urban Forestry Section at (650) 496-5953 in advance of conducting any approved excavation within 10-feet of any street trees (or for any protected tree on EVSE projects). Urban Forestry may choose to monitor or review the work for compliance with the City's Tree Protection Zone (TPZ) excavation standards.

TREE PROTECTION COMPLIANCE: The owner and contractor shall implement all protection and inspection schedule measures, design recommendations, and construction scheduling as stated in the Tree Preservation Report and/or T-1 Sheet Set and is subject to code compliance action pursuant to PAMC 8.10.080. The required protective fencing shall remain in place until the final landscaping or Urban Forestry inspection of the project is completed.

NO NET LOSS OF CANOPY: In order to comply with the City's no net loss of canopy policy (PAMC 8.10.055; Urban Forest Master Plan Goals 6.A, 6.B, & 6.C; Comprehensive Plan, Natural Environment Chapter Goal N-2) all trees 4 inches DBH and larger are subject to replacement to avoid a loss of canopy at the neighborhood level. Replacement ratios are determined by table 3-1 in the Tree and Landscape Technical Manual, Section 3.02. New landscape tree plantings (24 inch box or larger) count towards the replacement total. Screening trees may also count toward the total depending on size and species selected. If unable to plant the required number of trees on site (our preferred solution) there is the option of paying in-lieu fees per each 24 inch box tree into the forestry fund. [Note: A replacement at ratio of 1:1 for trees listed as exempt species under PAMC 8.10.020 is recommended. Exempt trees may require full replacement on parcels zoned other than R1, RE, R-2, or RMD]

PLAN CHANGES: Revisions and/or changes to plans before or during construction shall be reviewed and responded to by the (a) project site arborist, or (b) landscape architect with written letter of acceptance before submitting the revision to Planning and Development Services Department for review by Planning, Public Works, or Urban Forestry.

PLAN SET REQUIREMENTS: The final Plans submitted for a building permit shall include the location, DBH, canopy drip-line, and TPZ of all trees 4 inches DBH or greater as well as the following information and notes on relevant plan sheets:

- a. T-1 SHEET SET. The building permit plan set will include the City's full-sized, T-1 Sheet Set (Tree Protection-it's Part of the Plan!), available on the Development Center website. A certified arborist shall complete and sign the Tree Disclosure Statement.
- b. TREE PRESERVATION REPORT (TPR), if indicated by Tree Disclosure Statement, All sheets of the Applicant's TPR approved by the City for full implementation by Contractor, shall be printed on numbered T-1 Sheets (T-3, T-4, etc.) and added to the sheet index.
- c. TREE PROTECTION FENCING. The Plan Set (esp. site, demolition, grading & drainage, foundation, irrigation, tree disposition, utility sheets, etc.) must delineate/show the correct configuration of Type I, Type II or Type III fencing around each Protected Tree, using a bold dashed line enclosing the Tree Protection Zone (CPA Standard Detail #605).

Project Data

City of Palo Alto - Tree Protection - It's Part of the Plan!

For written specifications associated with illustrations below, see Public Works Specifications Section 31. Detailed specifications are found in the Palo Alto Tree & Landscape Technical Manual (TLTM) (www.cityofpaloalto.org/trees)

Tree Protection Zone (TPZ) shown by circle at grade (radius of TPZ equals 10-times the diameter of the tree or 10-feet, whichever is greater).
The TPZ is a restricted activity and restricted trenching area - see Tree & Landscape Technical Manual Sec 3.03.6(A1,B1,B5,6), any proposed trench or form work within TPZ of a protected tree requires approval from Urban Forestry. Call 650-496-5953.

TYPE I

Type I Tree Protection: Layout configuration applies to all Protected Trees, matching the site diagram with the tree preservation report (TPR) distances written for the project. Fencing should be shown on plans as it will be installed. A curved fence for a TPZ is generally not practical.

Fencing Inspection pass/fail is dependent on correct layout and mounted sign placard.

Place two (2) 8.5"x11" covered warning signs at each tree.

TYPE II

Type II Tree Protection: Layout configuration applies to all parkway strip or public trees near sidewalk.

Any sidewalk or curb replacement requires approval and a Street Work Permit may be needed.

TYPE III

Type III Tree Protection: Layout for trunk protection applies to all Protected Trees when exclusively authorized for sidewalk cut-out. To be used only with approval from Urban Forestry.

Required tree protection shall be installed before demolition, excavation, or site work occurs.

Rev	By	Date	Tree Protection During Construction	Approved by: P. GOLLINGER
1	DD	08/10/06		
2	JGH	06/02/16		
3	RTN	05/22/17		
4	PGG	10/24/24		
Scale: NTS			City of Palo Alto Standard	Dwg No. 605

PLAN VIEW

Trim stakes to height just above ties.
Flexible or plastic tree ties, fasten to stakes one above the other at 1/2 to 3/4 the height of the tree.
Center of root ball between back of curb and front of sidewalk.
Back of sidewalk
Front of sidewalk
Sidewalk
Planter strip
location of soil berm (typical)
4'-6" (typ)
Face of curb
2'-0"
Tree stake (typ.)
Rootball
Planter strip

SECTION A-A

Place 3" of mulch in planter pit over soil backfill.
Tree as specified by City
2" dia. tree stakes. * Diagrammatic only, rotate 90 degrees per Plan View.
City sidewalk, refer to Drawing 604 & 604A for root channel details.
PCC Curb and Gutter
Rootball
Top of tree root ball needs to be 1 inch above the landscape grade.
Install tree stakes a min. 12" into undisturbed soil.
Don't disturb soil under rootball
Limits of excavation
Backfill with a mixture of mixed original soil and approved loam topsoil around root ball and water at time of planting.

NOTES:
1. Contact Underground Service Alert (USA) @ 811 or (800) 227-2600 at least five (5) days prior to beginning excavation work to locate existing utilities.
2. Build soil berm min. 4" high and 2' from tree trunk planter strip. Provide loam topsoil needed to form berm and fill holes.
3. Soil, concrete and other materials spilled on street, sidewalk, and planting area shall be cleaned up immediately by Contractor.
4. PVC root barrier may be required on a site specific basis.
5. Provide minimum rootable soil volume for tree size growth performance (in cubic feet): Large: 1,200 cu.ft. Medium: 800 cu.ft. Small: 400 cu.ft.

Rev	By	Date	Tree Detail Planter Strip	Approved by:
1	Ron L	04/15/03		
2	JT	08/14/06		
3	HQN	03/19/07		
4	RTN	06/11/17		
Scale: NTS			City of Palo Alto Standard	Dwg No. 603

NOTE: Refer to Tree & Landscape Technical Manual, Section 3.03.6-B5,6 for additional information.

Tree trunk diameter	Distance of bore from each side of tree trunk "A"	Distance of open trench from tree trunk "B"	Depth of bore or trench "C"
in	in	ft	ft
2	2	3	3.00
3	3	6	3.25
6	5	10	3.33
12	6	12	3.67
18	7	14	4.00
24	8	16	4.33
30	9	18	4.67
36	10	20	4.83
42	12	22	5.00

Rev	By	Date	Utility Trenching Near Trees	Approved by:
1	MMN	3/15/05		
2	JT	08/14/06		
3	RTN	06/11/17		
4	PGG	11/23/22		
Scale: NTS			City of Palo Alto Standard	Dwg No. 504

LANDSCAPE DISCLOSURE STATEMENT

CITY OF PALO ALTO
Urban Forestry Section
Development Review
trees@cityofpaloalto.org

THIS FORM MUST BE COMPLETED FOR ALL PROJECTS THAT INCLUDE LANDSCAPING

Palo Alto Municipal Codes, Chapters 12.32.040, 16.14, and 18.40.130 requires compliance with the State Model Water Efficient Landscape Ordinance (MWELo). Disclosure of square footage of landscaped area for all projects will assist the applicant and the City with compliance and reporting requirements. Refer to the City's [MWELo Submittal & Guidelines](#) document for further details.

PROPERTY ADDRESS: 375 HAMILTON AVE

- Is there any new or rehabilitated landscape area included in this project?
 YES (continue form) NO (form requirements complete)
- If new landscape is included, enter the square footage: New Landscape square footage* = TBD
*If the square footage of new landscaping is greater than 500 square feet, the project will need to submit MWELo documentation.
- If rehabilitated landscape is included, enter the square footage: Rehabilitated Landscape**= TBD
**If the square footage of rehabilitated landscaping is greater than 2500 square feet the project will need to submit MWELo documentation.
- Enter the total combined square footage of all landscaping included in the project***= TBD
***If the total square footage of all landscaping is greater than 2500 square feet the project will need to submit MWELo documentation.

I, the undersigned, agree that the above information is accurate and complete. I understand that knowingly or negligently providing false or misleading information in response to this disclosure requirement may delay project approval.

Signature: _____ Print: _____ Date: _____

Revised 03/05/2025

SAMPLE WARNING SIGN FOR TREE PROTECTION FENCING

Each fenced tree enclosure should have a minimum of two warning signs containing the same information as the sample sign on right. Signs should be laminated, printed on waterproof material or be otherwise protected from the elements.

Apply Tree Preservation Report starting on sheet T-3 when required
Use additional "T" sheets as needed

---WARNING---

Tree Protection Zone

This fencing shall not be removed without City Arborist approval (650-496-5953)

Removal without permission is subject to a \$500 fine per day*

*Palo Alto Municipal Code Section 8.10.110

Project Data