11176-17A-17G (STANFORD UNIVERSITY)
Architecture and Site Approval and Grading Approval – EOC/ECH Building

Summary: Redistribution of 1,844 sq. ft. from Lagunita to DAPER Development District, Architecture and Site Approval and Grading Approval for the construction of a new 7,429 sq. ft. Emergency Operation Center and Emergency Communications Hub (EOC/ECH). Estimated grading quantities are 1,300 c.y. of fill and no cut.

Owner: Stanford University
Applicant: Kharon Hathaway, Project Manager
Address: 253 Bonair Siding, Stanford
APN: 142-04-036

Community Plan Designation: Academic Campus
Zoning: A1 (General Use)
Project Area: 0.55 acres
Land Use Classification: University Campus
Supervisorsial District: 5

RECOMMENDED ACTIONS
A. Approve Redistribution of 1,844 sq. ft. from Lagunita to DAPER Development District.
B. Approve the use of a prior California Environmental Quality Act (CEQA) document [2000 Stanford Community Plan and General Use Permit (GUP) Program Environmental Impact Report (EIR)].
C. Grant Architecture & Site Approval (ASA) and Grading Approval, subject to conditions of approval outlined in Attachment B.
ATTACHMENTS INCLUDED

Attachment A – CEQA Determination – Use of a Prior CEQA Document
Attachment B – Proposed ASA & Grading Conditions of Approval
Attachment C – Location & Vicinity Map
Attachment D – Proposed Plans

PROJECT DESCRIPTION

The proposed project site is the construction of a new 2-story Emergency Operations Center and Electronic Communications Hub (EOC/ECH) on the Stanford campus. The height of the building is proposed to be a maximum of 43 feet. The project site is currently located in the maintenance corporation yard, with public safety and maintenance buildings in the immediate vicinity.

This project will add 7,429 academic s.f., as well as mechanical and utility spaces. The redistribution of 1,844 sf from the Lagunita Development District to the DAPER Development District is also proposed. This project is proposed to start construction in June 2018 and be completed in June 2019.

As part of the project, 22 parking spaces will be eliminated, and 5 spaces will be built for a net change in the deduction of 17 parking spaces in the project area. One non-oak trees is proposed for removal and will be replaced in kind.

Estimated grading quantities are approximately no cut and 1,300 cubic yards of fill.

REASONS FOR RECOMMENDATION

A. Environmental Review and Determination (CEQA)
   The proposed project is in conformance with both the 2000 Stanford Community Plan (SCP) and General Use Permit (GUP), and has no new effects beyond those analyzed in the Program EIR, certified by the Board of Supervisors in December 2000. Therefore, use of the prior CEQA document is adequate for this project. Per Condition E.2.a., redistribution of allocated GUP square footage is permitted. If the redistribution of GUP area between development districts deviates less than 20% of the initial allocation, no additional environmental evaluation is required.

B. Project/Proposal
   1. Stanford Community Plan and GUP. The project conforms to applicable Community Plan goals, strategies and policies. Academic Support uses like the proposed building are permitted uses within the Academic Campus designation, and as conditioned will satisfy the requirements of the GUP. The 2000 Community Plan and GUP governs development projects on the Stanford campus. This project conforms to the criteria set forth by the GUP and provisions identified within the Community Plan, and subject to compliance with the preliminary conditions outlined in Attachment B.

2. ASA approval:
ASA approval standards, applicable regulations, and findings: The project substantially conforms to the requirements and guidelines in the SCP and GUP. These requirements meet all of the ASA Guidelines through the ASA approval process approved by the Zoning Administrator.

C. **ASA Findings:**
Pursuant to §5.40.040 of the County Zoning Ordinance, the Zoning Administrator may grant an Architecture & Site Approval contingent upon specific findings. In the following discussion, the scope of review findings are listed in **bold**, and an explanation of how the project meets the required standard is in plain text below.

**A. Adequate traffic safety, on-site circulation, parking and loading areas, and insignificant effect of the development on traffic movement in the area;**

*Long-term traffic*
The new EOC/ECH Building is an academic support building. The proposed new building would serve the Stanford University population. The traffic to the project site will be Stanford University employees, staff, and visitors. The project is located within an established area of the campus with adequate parking facilities, and would not result in new traffic impacts. The proposed redistribution has no significant impact to the area identified for administrative functions. The project does not result in any change in the amount of traffic using this intersection, and does not generate any new trips from a traffic impact perspective. As such, the traffic would be consistent with that analyzed in the prior 2000 GUP EIR.

*Short-term construction traffic*
The project will result in short-term impacts related to construction activities, however conditions of approval have been added to this project to mitigate these short-term impacts to a less than significant level. All construction trucks will be required to use approved truck routes, for excavating materials and for transporting construction materials to and from the site. Furthermore, the project has been conditioned to restrict construction material deliveries to non-peak hours, as defined the 2000 GUP EIR. Additionally, the applicant is proposing to balance all grading on-site, which will reduce construction-related trips as export of grading materials will not be proposed. Compliance with the Conditions of Approval (Attachment B) ensures that the short-term construction traffic associated with the project will not have a significant effect on traffic movement in the area.

*Parking*
The project has a net loss of 17 surface parking spaces on the project site, within the DAPER District. Stanford is well within their parking allocation for the DAPER and Administrative Development District. The project would remove 17 net parking spaces. Per the most recent Annual Report #16, there is an unused allocation of 850 spaces in the District. Hence, there would be no impact on parking. There is adequate on-campus parking in the area provided by other existing parking lots in the vicinity for users driving within the Campus.
B. Appearance of proposed site development and structures, including signs will not be detrimental to the character of the surrounding neighborhood or zoning district;

The proposed exterior materials will match the existing buildings in the vicinity, due to the proposed architectural style of a two-story gabled building. Materials and color proposed will be similar to an adjacent Credit Union Building and proposed Public Service Building located immediately north of the proposed project site (Attachment D). Additional landscaping is proposed surrounding the building to provide adequate buffer and screening.

In addition, while the proposed 43-foot building height is taller than the 35-foot zoning standard limitation in A1 district, it is consistent with the campus character in the DAPER district. For example, the adjacent Public Service Building is 40 feet high. The Zoning Administrator, as a part of the ASA review and approval, can establish different height and setback standards. The project, as proposed, will not be detrimental to the surrounding area or neighborhood.

C. Appearance and continued maintenance of proposed landscaping will not be detrimental to the character of the surrounding neighborhood or zoning district;

The GUP and the Stanford Community Plan require that replacement trees, for those removed that are 12 inches or greater in diameter at 4.5 feet from grade level, be planted at a 1:1 ratio for all non-oak trees and all protected oak trees be replaced at a 1:3 ratio. One tree is proposed for removal and is proposed to be replaced in kind.

The new landscaping is located adjacent to existing trees and will not degrade the hardscape improvements on-site. Staff has added a condition of approval requiring that the landscaping meet the requirements of the SCP and GUP, as well as be similar to the existing site landscaping in the immediate area. The final landscape plan is also subject to the requirements of the County Sustainable Landscape Ordinance. As such, the final landscape plan will not be detrimental to the character of the surrounding area.

D. No significant, unmitigated adverse public health, safety and environmental effects of proposed development;

The prior CEQA analysis concluded that the project would not result in any significant environmental impacts as it relates to parking, traffic, construction noise, and air quality. The project has been reviewed with respect to all applicable regulations relating to public health and safety. The prior CEQA analysis concluded that with the conditions of approval the project would not result in any significant environmental impacts (See Attachment A). All appropriate conditions of approval have been added to ensure conformance with the 2000 GUP EIR.

E. No adverse effect of the development on flood control, storm drainage, and surface water drainage;
The project site does not contain any creeks or streams. The project site is not located within a 100-year flood zone. The project has been reviewed by County Staff with respect to all applicable regulations relating to drainage and flood control. The project has been conditioned (Attachment B) to comply with the C3 requirements of the NPDES permit.

F. Adequate existing and proposed fire protection improvements to serve the development;

The Fire Marshal’s Division has reviewed the project plans to ensure the parking lot meets fire protection access regulations.

G. No significant increase in noise levels;

Due to the nature of the proposed use, and its location within the Stanford Campus area, the project is not anticipated to cause any significant increases in noise levels to surrounding neighborhoods. The project may create short-term/temporary construction noise impacts due to construction activities and construction traffic. The project has been conditioned to require submittal of a Traffic and Construction Management Plan. Furthermore, construction activities shall be limited to the hours of 7AM and 7PM, Monday through Saturday, with no construction activity occurring after 7PM, or on Sundays.

H. Conformance with zoning standards, unless such standards are expressly eligible for modification by the Zoning Administrator as specified in the Zoning Ordinance.

The property is zoned A1, which is a “Special Purpose” base zoning district that provides for general purpose uses subject to discretionary land use approvals. The standards applicable to development within this zoning district are listed in Table 2.50-2 of the County Zoning Ordinance. The proposed new building has a maximum height of 43 feet, which is over the permitted maximum height of 35 feet. The Zoning Administrator is allowed to make an exception based on the location and design of the project. As previously noted, the proposed project is consistent with the height limitations of other buildings within the immediate area. As such, Staff recommends support of the increase to the height limitations for this project.

I. Substantial conformance with the adopted “Guidelines for Architecture and Site Approval” and other applicable guidelines adopted by the County.

Suggested regulations that are addressed in the ASA Guidelines are superseded by the requirements and guidelines of the SCP and GUP. Nonetheless, conformance with the SCP and GUP are consistent with the ASA Guidelines.
Grading Findings:
Pursuant to Section C12-433, all Grading Approvals are subject to specific findings. In the following discussion, the scope of review findings are listed in bold, and an explanation of how the project meets the required standard is in plain text below.

A. The amount, design, location, and the nature of any proposed grading is necessary to establish or maintain a use presently permitted by law on the property.

A total of 1.300 cubic yards of grading is associated with the proposed project, which involves only fill to construct the new building. This grading is primarily used to ensure proper drainage on the site, as required by the Stormwater Management Plan, and are proposed to be utilized on-site to reduce export quantities and construction trips. The amount, design, location and the nature of proposed grading is necessary to establish the improvements, which are a permissible use in the Al zoning district.

B. The grading will not endanger public and/or private property, endanger public health and safety, will not result in excessive deposition of debris or soil in the watercourse.

The applicant will be required to obtain a Grading Permit through the County’s Land Development Engineering, which will ensure that that the project adequately drains to an approved location. The applicant is importing fill, and no excessive material is permitted to be deposited onsite. Furthermore, no grading is proposed near a creek that may impair any existing spring or watercourse.

C. Grading will minimize impacts to the natural landscape, scenic, biological and aquatic resources, and minimize erosion impacts.

The proposed grading has been designed to minimize impacts to existing landscaping, and will not result in any scenic, biological, or aquatic resource impacts. Furthermore, one tree will be removed and replaced on the site.

D. For grading associated with a new building or development site, the subject site shall be one that minimizes grading in comparison with other available development sites, taking into consideration other development constraints and regulations applicable to the project.

The project site is a relatively flat surface surrounded by an existing flat surface parking lot, and other support buildings. The proposed grading, with compliance with conditions of approval in Attachment B, will be in conformance with all applicable regulations.

E. Grading and associated improvements will conform with the natural terrain and existing topography of the site as much as possible, and should not create a significant visual scar.
As noted in Finding D above, the project site is an existing flat parking lot. The proposed grading is designed to conform with existing topography with no major slopes proposed, and will therefore not result in any visual impacts. The project proposes to maintain similar elevations for the reduced parking area, with slight alterations to accommodate necessary drainage. In addition, new landscaping is proposed to keep the site aesthetically pleasing.

F. Grading conforms with any applicable general plan or specific plan policies; and

The proposed grading is in conformance with specific findings and policies identified in the County General Plan. The proposed grading is designed to minimize grading and to reduce visual impacts from surrounding uses in keeping with General Plan policies. The proposed grading is compatible with the surrounding academic facilities in the area.

G. Grading substantially conforms with the adopted "Guidelines for Grading and Hillside Development" and other applicable guidelines adopted by the County.

The project site is in the A1 zone on the academic campus of Stanford University. This finding does not apply to the site.

BACKGROUND

On December 12, 2000, the County of Santa Clara ("County") approved the 2000 Stanford University Community Plan and General Use Permit (GUP), governing development projects on the Stanford campus. The GUP allows Stanford to construct up to 2,035,000 net square feet of academic and academic support uses, 3,018 new housing units, and 2,300 net new parking spaces on Stanford lands.

The application for Architecture and Site Approval, and Grading Approval was submitted on December 13, 2017, and was subsequently deemed incomplete on January 18, 2018. After submitting all required information, the application was deemed complete on February 1, 2018. A public notice was mailed to all property owners within a 300-foot radius on February 14, 2018, and was also published in the Post Records on February 14, 2018.

STAFF REPORT REVIEW

Prepared by: Kavitha Kumar, Senior Planner
Reviewed by: Leza Mikhail, Principal Planner
USE OF A PRIOR CEQA DOCUMENT
PROGRAM ENVIRONMENTAL IMPACT REPORT (EIR)

Pursuant to Section 15162 of the CEQA Guidelines, the County of Santa Clara has determined that the project described below is pursuant to or in furtherance of an Environmental Impact Report which has been previously adopted and does not involve new significant impacts beyond those analyzed in the previous Environmental Impact Report.

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Project Name: ECH/ECHO Building
Project Type: Academic Support
Owner: Stanford University
Applicant: Kharon Hathaway, Project Manager
Project Location: 253 Bonair Siding Road, Stanford
Project Description:
Construction of a new 7,429 gsf, 2-story Emergency Operations Center and emergency Communications Hub (EOC/ECH) building. The project includes the redistribution of 1,844 sf from the Lagunita Development District to the DAPER Development District to support the project. Grading quantities for onsite associated improvements are approximately 1,300 cubic yards of fill.

Background and Summary of Findings
Per the California Environmental Quality Act (CEQA) of 1970 (as amended), all development permits processed by the County Planning Office which require discretionary approval are subject to environmental review. A new Negative Declaration or EIR is not required if a previous CEQA document has been prepared and adopted or certified which adequately address all the possible environmental impacts of the proposed project and (a) no substantial changes are proposed in the project which will result in new significant environmental effects, (b) no substantial changes have occurred with respect to the circumstances under which will result in the identification of new significant impacts, or (c) no new information is available which shows that the project will have new significant impacts or mitigation measures and alternatives which were previously found to be infeasible would now in fact be feasible (CEQA Guidelines 15162).

The Planning Office evaluated the project described above and has determined that none of the circumstances exist which would require additional environmental review. As such the environmental impacts of the project have been adequately evaluated in the Environmental Impact Report adopted by the Board of Supervisors on December 15, 2000 for the project entitled “Stanford University Community Plan and General Use Permit” and that no further environmental review is required under the California Environmental Quality Act.

Approved by:
Manira Sandhir, Principal Planner

Signature

Date: 2/21/18

File 11176-17A-17G
Attachment A
Architectural & Site Approval and Grading Approval
Preliminary Conditions of Approval

ATTACHMENT B

FILE NUMBER 11176-17A-17G
NAME (Applicant): Stanford University
MEETING DATE: March 1, 2018

PROJECT DESCRIPTION: Redistribution of 1,844 sq. ft. from Lagunita to DAPER Development District, Architecture and Site Approval and Grading Approval for the construction of a new 7,429 sq. ft. Emergency Operation Center and Emergency Communications Hub (EOC/ECH). Estimated grading quantities are 1,300 c.y. of fill and no cut.

APPLICATION APPROVED SUBJECT TO CONDITIONS STATED BELOW IN ACCORDANCE WITH PLANS AS SUBMITTED.

Items marked with one asterisk (*) must be completed prior to grading permit issuance.
Items marked with two asterisks (**) must be completed prior to building permit issuance.
Items marked with three asterisks (***) must be completed prior to completion of grading and release of bonds.
Items marked with four asterisks (****) must be completed prior to occupancy or final inspection.

Planning
For more information regarding the following conditions, contact Kavitha Kumar at (408) 299-5783 or kavitha.kumar@pln.sccgov.org.

1. Development and maintenance of the project site shall take place in accordance with approved plans, received by the Planning Department on January 25. The project allows construction of a new EAO and ECH Building, with associated roadway improvements for pedestrian and bike access. The project is the redistribution of 1,844 sf from the Lagunita Development District to the DAPER Development District; The construction of a two story 7,429 sq. ft. building.

2. The redistribution of academic area redistribution between development districts shall be reported in Annual Report 18.

3. The project shall comply with the Stanford University 2000 General Use Permit Conditions of Approval, and approved Stanford University 2000 GUP Mitigation Monitoring and Reporting Program.

4. Stanford shall be responsible for paying all reasonable costs associated with work by the County Planning Department, or with work conducted under the supervision of the County Planning Office, in conjunction with, or in any way related to the conditions of approval identified in this project. This includes but is not limited to costs for staff time, consultant fees, and direct costs associated with report production and distribution.
5* Place a construction note on the site plan that states the following: "The Bay Area Air Quality Management District (BAAQMD) has identified a set of feasible PM10 control measures for all construction activities. These control measures, as previously required in the Program EIR, shall be adhered to during all construction activities.
A. Water all active construction areas at least twice daily;
B. Cover all trucks hauling soil, sand, and other loose materials or require all trucks to maintain at least two feet of freeboard;
C. Pave, apply water three times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking areas and staging areas at construction sites;
D. Sweep daily (with water sweepers) all paved access roads, parking areas and staging areas at construction sites;
E. Sweep streets daily (with water sweepers) if visible soil material is carried onto adjacent public streets;
F. Hydroseed or apply (non-toxic) soil stabilizers to inactive construction areas (previously graded areas inactive for ten days or more);
G. Enclose, cover, water twice daily or apply (non-toxic) soil binders to exposed stockpiles (dirt, sand,);
H. Limit traffic speeds on unpaved roads to 15 mph;
I. Install fiber rolls, sandbags or other erosion control measures to prevent silt runoff to public roadways;
J. Replant vegetation in disturbed areas as quickly as possible;
K. Install wheel washers for all existing trucks, or wash off the tires of tracks of all trucks and equipment leaving the site; and
L. Suspend excavation and grading activity when winds (instantaneous gusts) exceed 25 mph."

6.* Place a construction note on the site plan that states the following: "All construction contractors shall properly maintain the equipment and where feasible, use "clean fuel" equipment and emissions control technology (eg., CNG fired engines, catalytic converters, particulate traps, etc.). Measures to reduce diesel emission would be considered feasible when they are capable of being used on equipment without interfering substantially with equipment performance."

7.* Submit site plan that shows all pedestrian and bicycle corridors along with public transit stops adjacent to the project site and indicate how bicycle, pedestrian, and public transit access and circulation will be maintained during construction. Bicycle and pedestrian access onto the campus and around the site (outside construction areas) shall not be substantially limited by construction activities associated the project. In addition, access to public transit shall not be limited, which could include the relocation or removal of adjacent bus stops.

8.* Final grading permit plans shall include the following construction notes:
A. Construction materials delivered from off campus shall not be delivered between the hours of 7:00 AM to 9:00 AM and 4:00 to 6:00 PM on weekdays. No export of fill is allowed as grading is balanced.
9.* Submit a Construction Management and Logistics Plan prior to issuance of any demolition, grading permits that clearly identifies the elements listed below (G.12):
A. Provide off-street construction related parking. Identify off-street parking location(s) on site plan for all construction related vehicles (employee parking and construction equipment) throughout the construction period. If adequate parking cannot be provided on the construction sites, identify on the site plan or vicinity map the satellite parking location(s) that will be used.
B. Prohibit impacts to accessing public transit access and movement of public transit vehicles. Identify on site plan all temporary or permanent access limitations, re-routes, lane closures, or limits to public transit movements or place a note on the site plan stating “No temporary or permanent access limitations, re-routes, lane closures, or limits to public transit movement are permitted.”
C. Prohibit roadway construction activities from reducing roadway capacity during Stanford major athletic and special events. Stanford shall not limit roadway capacity during special events or during major athletic events, which attract a large number of visitors to the campus.
D. Provide written notification to Stanford Police and Palo Alto Fire Department regarding construction location and construction dates. Include in the notices alternate evacuation and emergency route designations to maintain response times during construction periods, if applicable. Provide one copy of the notices to the County.
E. Provide written notification to all contractors and subcontractors regarding appropriate routes and weight limits and speed limits for local roads used to access construction sites. Provide one copy of the notices to the County Planning Office.
F. Provide notification to the Cities of Palo Alto and Menlo Park of the construction schedule and include a copy of the Santa Clara County approved Construction and Traffic Management Plan. Provide one copy of the notices to the County Planning Office.

10.** Incorporate any applicable water conservation and recycling measures into the project building plans, which may include but not be limited to: water efficient landscape, landscape water management, and public outreach.

11.* Submit a detailed lighting plan which includes all new exterior lighting. The Lighting Plan shall provide light fixture details with lighting profiles and product-specific information that includes the following information:
   a. Depict the extent of illumination from all new outdoor lighting (photometric plan).
   b. Ensure absence of upward glow.
   c. Use “state-of-the-art” luminaries including those with high beam efficiency.

12.* Landscape Plan: The requirements of Division B33 of the County Ordinance Code (Sustainable Landscape Ordinance) shall apply. As proposed, the total landscape area exceeds 2,500 sq. ft., and therefore a landscape documentation package shall be submitted prior to grading permit issuance for review and approval. New landscaping shall be similar to existing landscaping on-site and meet all Stanford Community Plan and General Use
Permit requirements. The submittal shall include a landscaping plan and irrigation plan, stamped and signed by a licensed landscape architect. Submit two (2) copies of the final landscape plan and associated irrigation systems, prepared and stamped by a licensed landscape architect.

The landscape ordinance and supporting information can be found on the Planning Department web site:

https://www.sccgov.org/sites/dpd/plansordinances/landscape/Pages/weloapply.aspx

13. ** Following completion of construction, contact Kavitha Kumar at 408-299-5783 to schedule a site visit to verify the approved parking and improvements. Contact the Planning Department at least two weeks in advance to set up an appointment.

14. In the event that previously unidentified historic or prehistoric archaeological resources are discovered during construction, the contractor shall cease work in the immediate area and the County Planning Office and Campus Archaeologist shall be contacted. An independent qualified archaeologist retained by the County at the expense of Stanford shall assess the significance of the find and make mitigation recommendations.

15. If archeological resources are discovered as described above, construction monitoring shall be conducted at any time ground-disturbing activities (greater than 12 inches in depth) are taking place in the immediate vicinity of the identified resources. If monitoring does not produce evidence of significant cultural resources within the project area, further mitigation shall be limited to construction monitoring, unless additional testing or other specific mitigation measures are determined by a qualified archaeologist to be necessary to ensure avoidance of damage to significant archaeological resources. A technical report of findings describing the results of all monitoring shall be prepared in accordance with professional standards. The archaeological monitoring program shall be implemented by an individual meeting the Secretary of Interior Professional Qualifications Standards in Archaeology (36 CFR 61); individual field monitors shall be qualified in the recognition of cultural resources and possess sufficient academic and field training as required to conduct the work effectively and without undue delay.

16. In the event that human skeletal remains are encountered, the applicant is required by County Ordinance No. B6-18 to immediately notify the County Coroner. Upon determination by the County Coroner that the remains are Native American, the coroner shall contact the California Native American Heritage Commission, pursuant to subdivision (c) of section 7050.5 of the Health and Safety Code and the County Coordinator of Indian affairs. No further disturbance of the site may be made except as authorized by the County Coordinator of Indian Affairs in accordance with the provisions of state law and this chapter. If artifacts are found on the site a qualified archaeologist shall be contacted along with the County Planning Office. No further disturbance of the artifacts may be made except as authorized by the County Planning Office.

17. In the event that fossilized shell or bone is uncovered during any earth-disturbing operation, contractors shall stop work in the immediate area of the find and notify the Campus
Archaeologist and the County Building Inspector assigned to the project. The Campus Archaeologist shall visit the site and make recommendations for treatment of the find (including but not limited to consultation with a paleontologist and excavation, if warranted), which would be sent to the County Building Inspection Office and the County Planning Office. If a fossil find is confirmed, it will be recorded with the United States Geological Survey and curated in an appropriate repository.

18.* Adequate signs shall be posted along the street frontages or in front of the project site, no smaller than 1,296 square inches in size, containing the name, telephone number, and email address of the appropriate Stanford person the public may contact to register a complaint about construction noise. Additionally, Stanford shall create an outreach and information portal to facilitate information and alerts to be delivered to the immediate neighborhoods on construction activities. Stanford shall keep a written record of all such complaints and shall provide copies of these records to the County Planning Office.

19.****For each 11,763 net square feet of academic space built, Stanford shall either: (1) provide 1 affordable housing unit on the Stanford campus; or (2) make an appropriate cash payment in-lieu of providing the housing unit equal to the “BMR” payment that the City of Palo Alto is charging to commercial development projects when the project is built. The payment shall be made to an escrow account established and maintained by the County.

20.* Preconstruction surveys for nesting raptors and migratory birds shall be conducted by a qualified ornithologist to identify active nests that may be disturbed during project implementation. Between January 1 and April 30, preconstruction surveys shall be conducted no more than 14 days prior to the initiation of construction activities or tree removal. Between May 1 and August 31, preconstruction surveys no more than 30 days prior to the initiation of these activities. Stanford University shall conduct an additional preconstruction survey within 24 hours of initiation of construction activities, by the Campus Biologist, to verify no new nesting has occurred. If an active nest is found near, or in close proximity to, the construction area where the nest could be disturbed by these activities, the ornithologist or Campus Biologist, shall, in consultation with the California Department of Fish and Game, designate a construction free buffer zone (typically 250 feet) around the nest.

21.****Following completion of construction, contact Kavitha Kumar at (408) 299-5783 to schedule a site visit to verify that the approved landscaping has been installed. Contact the Planning Office at least two weeks in advance to set up an appointment.

**Land Development Engineering**
For more information regarding the following conditions, contact Ed Duazo at (408) 299-5733 or ed.duazo@pln.sccgov.org.

Plan Review and Process

22.* Obtain a Grading Permit from Land Development Engineering (LDE) prior to beginning any construction activities. Issuance of the grading permit is required prior to LDE clearance of the building permit (building and grading permits can be applied for
concurrently). The process for obtaining a Grading Permit and the forms that are required can be found at the following web page:

www.sccplanning.org > I Want to.. > Apply for a Permit > Grading Permit

Expect four to six weeks for plan review and plan check comments. Please contact LDE at (299-5734) for additional information and timelines.

Final plans shall include a single sheet which contains the County standard notes and certificates as shown on County Standard Cover Sheet. Plans shall be neatly and accurately drawn, at an appropriate scale that will enable ready identification and recognition of submitted information.

**Improvement Plans:**

23.* Final improvement plans shall be prepared by a licensed civil engineer for review and approval by LDE and the scope of work shall be in substantial conformance with the conditionally approved preliminary plans on file with the Planning Office. Include plan, profile, typical sections, contour grading for all street, road, driveway, structures and other improvements as appropriate for construction. The final design shall be in conformance with all currently adopted standards and ordinances. The following standards (Land Development Engineering Standards and Policies Manual, Volume 1, and 2007 Santa Clara County Drainage Manual) are available on-line:

- www.sccplanning.org > Plans & Ordinances > Land Development Standards and Policies
- www.sccplanning.org > Plans & Ordinances > Grading and Drainage Ordinance

24.* Survey monuments shall be shown on the improvement plan to provide sufficient information to locate the proposed improvements and the property lines. Existing monuments must be exposed, verified and noted on the grading plans. Where existing monuments are below grade, they shall be field verified by the surveyor and the grade shall be restored and a temporary stake shall be placed identifying the location of the found monument. If existing survey monuments are not found, temporary staking delineating the property line may be placed prior to construction and new monuments shall be set prior to final acceptance of the improvements. The permanent survey monuments shall be set pursuant to the State Land Surveyor’s Act. The Land Surveyor / Engineer in charge of the boundary survey shall file appropriate records pursuant to Business and Professions Code Section 8762 or 8771 of the Land Surveyors Act with the County Surveyor.

25.** Existing and set permanent survey monuments shall be verified by inspectors prior to final acceptance of the improvements by the County. Any permanent survey monuments damaged or missing shall be reset by a licensed land surveyor or registered civil engineer authorized to practice land surveying and they shall file appropriate records pursuant to Business and Professions Code Section 8762 or 8771 of the Land Surveyors Act with the County Surveyor.
26.* The improvement plans shall include an Erosion and Sediment Control Plan that outlines seasonally appropriate erosion and sediment controls during the construction period. Include the County’s Standard Best Management Practice Plan Sheets BMP-1 and BMP-2 with the Plan Set.

Utilities:
27.* All new on-site utilities, mains and services shall be placed underground and extended to serve the proposed development. All extensions shall be included in the improvement plans. Off-site work should be coordinated with any other undergrounding to serve other properties in the immediate area.

Storm Water Treatment - SF Bay watershed
28.* This project is located within the San Francisco Bay Watershed and is a Regulated Project per the 2016 Municipal Regional NPDES Storm Water Permit (MRP). Preliminary plans indicate that C.3 requirements for the project will be satisfied by the East Campus Regional Stormwater Capture Facility (County File No. 11044-17C3) through direct stormwater capture, as well as in-lieu credits from the regional system. The plans shall include a Stormwater Management Plan detailing the regulated impervious areas, and the credit and capacity used by the project. An updated capacity/credit tracking sheet for the regional facility, provided by the Stanford Water Resources & Civil Infrastructure Group, shall be submitted prior to issuance of the final grading permit.

29.* The disturbed area associated with the project shall be noted in the plans. If the project will disturb and acre or more of area, then a Notice of Intent (NOI) shall be filed with the State Water Resources Control Board (SWRCB) for coverage under the State General Construction Permit. Proof of the NOI filing shall be required prior to issuance of permits. An e-mail or print-out with the WDID (Waste Discharge Identification) Number is sufficient proof. (Note: If the disturbed area associated with the project is contiguous to active construction on adjacent projects, and the contiguous disturbed area is greater than an acre, then proof of an NOI filing shall be required.)

30.** The project proposes the use of the East Campus (Felt Lake) Regional Storm Water Capture System (County File No. 11044-17C3). Upon completion of the project, update the East Campus Storm Water Capture Facility’s Storm Water BMP Operations and Maintenance Agreement by providing updates/corrections to the storm water capture facility tracking document based on the final construction. Include the updated tracking information in the storm water control plan sheet included with the as-built plans. In addition to the updated tracking information, the stormwater control plan should also include the final totals for new/replacement impervious area and final C.3 treatment requirements.

31.** The East Campus Stormwater Capture System shall be fully constructed, on-line, and covered by a Storm Water BMP Operations and Maintenance Agreement prior to grading completion.
Soils and Geology:
32.* Submit one copy of the signed and stamped of the geotechnical report for the project.

33.* Submit a plan review letter by the Project Geotechnical Engineer certifying that the geotechnical recommendation in the above geotechnical report have been incorporated into the improvement plan.

Other Conditions:
34.** Construct all of the aforementioned improvements. Construction staking is required and shall be the responsibility of the developer.

Fire Marshal’s Office
For more information regarding the following conditions, contact Alex Goff at (408) 299-5763 or alex.goff@sccfd.org.

35. The scope of this review is for fire protection water supply and fire department access only. An additional review for further compliance with the California Fire and Building Code will be performed by this office when a complete set of construction drawings is submitted for building permit application.

Building Inspection
For more information regarding the following conditions, contact Building Inspection Office at (408) 299-5700

36.* For detailed information about the requirements for a building permit, obtain a Building Permit Application Instruction handout from the Office of Building Inspection or visit their website (www.sccbuilding.org).

Department of Environmental Health
For more information regarding the following conditions, contact Darrin Lee at (408) 299-5748 or darrin.lee@pln.sccgov.org.

37. * Prior to the issuance of a building permit,
a. Submit plans and associated documentation along with any fees required to the Hazardous Materials Compliance Division (HMCD) of the Department of Environmental Health. Contact HMCD at 408-918-3400 to ensure all the appropriate applications, information and documents are included in the plan submittal. Submit the plans to 1555 Berger Drive, Suite 300, San Jose, CA 95112-2716.

38. * Prior to the issuance of a building permit issuance, provide water and sanitary sewer will serve letters from Stanford Utilities.
Total Site Area = 24,106 SF