

PROCEDURE GUIDE

Architectural Site Approval Procedure Guide for Stanford University Projects in Santa Clara County



Revised 09/14

This Procedure Guide has been prepared by the Stanford University Land Use and Environmental Planning Office as a reference for Project Managers during the permitting process with the Santa Clara County Planning Office for projects located on unincorporated Santa Clara County land.

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The General Use Permit and ASA

In December 2000, Santa Clara County approved a General Use Permit for Stanford University. This General Use Permit (2000 GUP) allows the following on the portion of Stanford University-owned land located in unincorporated Santa Clara County:

- Continuation of all lawful existing uses in their present locations, including legal non-conforming uses.
- Construction of up to 2,035,000 net square feet of new academic and academic support uses.
- Construction of 2,000 net new student housing units.
- Construction of 350 net new housing units for postdoctoral fellows and medical residents.
- Construction of 668 net new housing units for faculty and staff.
- Construction of 2,300 net new parking spaces above the current campus base of 19,351 spaces.

The 2000 GUP established a set of [Conditions of Approval](#). These conditions describe the distribution of new building area, procedures under which construction may occur, and associated measures, which must be accomplished before, during and after construction. Conditions that relate specifically to individual building projects are listed in the GUP Checklist in [Appendix C](#).

The 2000 GUP requires individual projects to apply directly for Architectural and Site Approval. All discretionary actions proposed by Stanford will be considered by the County, under the 2000 GUP, including building and infrastructure projects.



Introduction to ASA

What is it?

When is it required?

Who is responsible for obtaining it?

What is ASA?

Architectural and Site Approval (ASA) is a discretionary permit that Santa Clara County issues for most new building and certain reconstruction and remodeling projects. It is also the name of the committee that issues the permit. The ASA Committee is primarily interested in site planning, massing, and overall design character issues, not in detailed elevations or construction drawings. It is comprised of representatives from the County Planning Office, Roads and Airports Department, Environmental Health Department, and Planning Commission.

When is ASA required?

The 2000 GUP states in [Condition D.1](#) that ASA is required for the following projects (described in below):

- New construction, reconstruction, relocation and remodeling of academic structures.
- New construction, reconstruction, relocation and remodeling of multiple family housing (including student housing and attached single-family housing).
- Construction of new parking lots or structures not associated with another project subject to ASA (including paving of unpaved parking areas). For example, the Oak Road parking lot required ASA approval, but the parking associated with the Knight Management Center was approved as a part of the building project.
- Construction, expansion or modification of roadways on the campus.

Applications for grading permits will be referred to ASA when the grading involves a matter under the ASA Committee's jurisdiction.

When does a project qualify for a small project exemption?

The GUP acknowledges that small project exemptions from ASA may be granted by the Secretary of the ASA Committee in accordance with Section 5.40.050 of the Santa Clara County Zoning Ordinance. This approval is called an ASA Small Project Exemption (ASX). An exemption from ASA may be authorized by the ASA secretary and can be initiated by the filing of an application with the Planning Office, accompanied by the required application fee. The following classes of project may, at the ASA secretary's discretion, qualify for a small project exemption:

- 1) Projects involving a minor expansion/modification of an existing use where all of the following criteria are satisfied:
 - Involve a net increase of existing building area less than 2,000 square feet
 - Involve new construction less than 35 feet in height
 - Require no environmental assessment
 - Create a demand for less than six additional vehicular parking spaces
 - Require no major tree removal (defined as a designated heritage tree or a tree with diameter of 12 inches or greater at 4.5 feet above the ground)
 - Require no significant site improvements to support the proposed development; and
 - Are consistent with the land uses permitted in the zoning district or by an existing use permit.

2) Change from one authorized use to a different allowable use under the same or another use classification as defined in Chapter 2.10, provided that:

- All conditions of approval applicable to the authorized use have been fulfilled and maintained;
- The new use is substantially consistent with the conditions and standards applicable to the previous authorized use; and
- The new use can be accommodated with minimal changes to existing buildings, conditions or site improvements.

3) Uses on the Stanford University campus which meet the criteria in Subsection 1 above, and conform to the applicable provisions of the 2000 Stanford University Community Plan and the 2000 Stanford University General Use Permit.

ASX procedures can be found at the end of [Section 4](#).

Demolition Permits

Depending on the scope of work, demolitions can be reviewed as part of an ASA, or through a stand-alone demolition permit. Please contact LUEP staff for stand-alone permits as any removed GUP square footage needs to be documented in a letter to the County in order to receive credit for gross square footage.

Who is responsible for ASA?

The responsibility for acquiring ASA project approval is with the Project Manager (e.g., Department of Project Management, Facilities Operations, Housing or IT services). The Stanford University Land Use and Environmental Planning (LUEP) Office will advise on the preparation of CEQA compliance documents and confirm zoning and Community Plan designations, as well as provide specific expertise in historic and prehistoric resources, and biological resources.

The allocation of General Use Permit (GUP) square footage will be approved by the Provost, through Capital Planning and Management.

Preparing the ASA Application



What is needed to apply?

What requirements are there prior to applying for ASA?

Prior to submitting an application for architectural and site approval, Stanford requires a Form 1 to be approved. Projects that would add square footage to the campus must be approved by the Director of Capital Planning and Management.

Those projects that require approval by the Stanford Board of Trustees must have received Design Approval prior to submittal of the ASA application.

What is needed to apply for ASA?

In addition to standard ASA requirements, the 2000 GUP and CEQA have additional requirements that need to be met. A complete application addresses all four (4) sections below. Please consult [Appendix E](#) for many of the forms mentioned below, including [Exhibit 1](#) for a summary of forms required, quantities of each form needed, and the destination to which they need to be sent.

A) Standard ASA Requirements

The following is a list of required application materials for County submittal. This list is available on the County website at <http://www.sccgov.org/sites/planning/PermitsDevelopment/Permits/Pages/Application-Materials--Architecture---Site-Approval.aspx>. Please see [Exhibit 1](#) and [Exhibit 2](#) for additional instructions and items that may be required.

- 14 Site Plans (see [Exhibit 3](#)). Identify the project boundary (i.e., within which the County will condition the proposed work.) The plans should clearly indicate what work will be done as part of the proposed project's ASA and Building Permit process, and what work will be done separately (e.g. utility work or adjacent pathways);
- 7 Exterior Elevations;
- 7 Floor Plans;
- 7 Sign Programs. Rarely applicable to Stanford, although they may be required for buildings widely accessible to the general public;
- 1 Project Description;
- 1 Assessor's Parcel Map. Go to Santa Clara County Office of the Assessor's website (<https://www.sccassessor.org/index.php/online-services/property-search/real-property>). Contact LUEP Office for assistance;
- 1 Copy of Current Recorded Grant Deed;
- 1 Evidence showing legal creation of lot;
- 11 Environmental Information Form (see [Exhibit 4](#));
- 3 Landscape Water-Efficiency Checklist;
- 2 Well Information Questionnaire (see [Exhibit 5](#));
- 1 Hazardous Substance Sites List Questionnaire (see [Exhibit 5](#));
- 1 Acknowledgements and Agreements Form (see [Exhibit 6](#), Master Application Form);
- Clean Water Program Questionnaire (see [Exhibit 7](#));
- GUP Checklist, including supporting documents, e.g. DPR form or letter of compatibility, letters on flood control, wastewater capacity;
- Geologic Reports (if requested by the County Geologist during ASA application review);
- Entire ASA submission on 2 CDs; and
- Photographs -- these are required as part of the EIF and have helped expedite the review process.

One additional, complete set must be delivered to the City of Palo Alto concurrent to the ASA submission.

The following documents normally required by the County are not submitted for Stanford campus projects:

- Current Deed;
- Evidence showing legal creation of lot;
- General Plan Conformance Contiguity Statement; and
- Mailing lists/labels (see below for exception).

If your project parcel is within 300' of the San Mateo County line (i.e. within 300' of Menlo Park, Portola Valley and/or Woodside), you need to prepare mailing labels for all affected neighboring parcels in San Mateo County that are within a 300' radius of the subject Stanford parcel. The mailing labels should include the property owner name and mailing address, which may be different from the site address (see [Exhibit 8](#) for County requirements).

Ownership information for San Mateo County parcels is currently available from a public terminal at the Assessor's Office located at 555 County Center, 1st floor, Redwood City, CA 94063, Monday through Friday between the hours of 8:00 a.m. through 5:00 p.m. The information is free; any printed pages will cost 10 cents each.

The entire project application should be reviewed for consistency prior to submission by the current Department of Management or Facilities Operations County liaison staff member. The application can be revised by the LUEP Office prior to submittal, if desired by the County liaison staff member.

B) Planning Approval of Grading Permits

For projects that do not meet the categorical exemptions of the Grading Ordinance (i.e. less than 150 cy of grading outside of the building footprint OR grading of over 150 cy included with the excavation/fill as a part of a valid Building Permit), a Grading Permit is required. A Grading Permit is obtained by first applying for Grading Approval ("G Permit") through the Planning Department. This Grading Approval should be applied for at the same time as an ASA Application at the Planning Counter and the appropriate application fees paid. The Conditions of Approval for the Grading Approval are issued along with the ASA Conditions as the two applications are processed together.

[Note: Once Conditions of Approval are accepted, Stanford would then need to submit a Grading Permit submittal to the Land Development Engineering (LDE), including Final Construction Grading and Drainage Construction Plans, a Geotechnical report, drainage calculations, fees, and other submittal requirements as necessary. Stanford may decide to submit the final Grading and Drainage plans and other items for plan check as soon as the project is deemed "Complete" in the Planning/ASA process in order to expedite the Grading Permit plan check process. The Grading Plans must be permitted prior to any grading work commencing on the site and upon Grading Permit issuance, the "Goldenrod", or LDE's clearance for the Building Permit, will be issued.]

C) 2000 GUP Conditions of Approval Requirements

Associated with Santa Clara County's approval of the 2000 General Use Permit are Conditions of Approval (attached as Appendix A). These conditions must be met on each individual project that is approved pursuant to the 2000 GUP. As a result of these Conditions of Approval, additional items are required to be submitted with an ASA application.

- [Project Application Checklist](#) (Appendix B)
- Any required studies, as identified by checklist

D) CEQA Compliance Requirements

The environmental clearance (compliance with CEQA) portion of the application has several parts. An [Environmental Information Form](#) must be completed for every project that is seeking ASA. The Project Manager should draft responses to each item on the form. The form must be reviewed by the Stanford University LUEP prior to submittal of the application. As a part of the environmental documentation, photographs of the project site must be provided, mounted on 8 1/2 x 11" sheets and labeled with a description of the subject matter. Photos should include:

- The building site
- Unique features of the property
- Views from the site to the surrounding areas

The location of where the photos were taken and the direction of the view should be shown on a location map.

The County Planning Office will determine the appropriate level of environmental review for each proposed project. In most cases, projects that are proposed will be consistent with the 2000 GUP. The determination to petition the county for "Use of a Prior CEQA document" (i.e., 2000 GUP EIR) will be made by the Stanford University LUEP Office. The County Planning Office will then consider the petition, using an initial study checklist based on the 2000 GUP EIR. If the County staff determines that the GUP EIR appropriately describes the impacts of the proposed project, and if no new or substantially more severe significant impacts are identified, the County can approve the project without further environmental documentation. If site-specific significant impacts are identified that were not in the EIR, the County staff will direct supplemental analysis. The Stanford University LUEP office will provide assistance for those projects that require specific environmental studies as part of their approval.

The County provides an electronic version of the Environmental Information Form at: http://www.sccgov.org/sites/planning/PermitsDevelopment/EnvironmentalProtection/AssessmentForms/Documents/EnvAss_Form.pdf

Fees

A) County Processing Fees

The ASA application must include fees for County Planning processing. The usual fees include:

- ASA
- Environmental Assessment (Petition for use of a prior CEQA document)
- Grading Permit (if necessary)

The most current fee schedule can be found at:

http://www.sccgov.org/sites/planning/PermitsDevelopment/Permits/Documents/Fees_Current.pdf

B) School Impact Fees

Payment of school impact fees must be made to Palo Alto Unified School District. Prior to issuance of a building permit, the County will require that the PAUSD sign a form, after the Stanford Project Manager has submitted the appropriate PAUSD fees. Fees must be calculated according to the following schedule. All fees are subject to inflationary increases and will be updated from time to time. Please check http://pausd.org/community/fees/school_impact.shtml for updates.

- Fees for academic buildings are assessed at the commercial development rate of \$0.54 per square foot (as of August 28, 2014).
- Fees for residential buildings are assessed at the residential development rate of \$3.36 per square foot. However, special rules apply to fees for certain new graduate student residential buildings. Please check with counsel before paying fees for graduate student residential buildings.

The PAUSD fee is calculated on the net increase in size. For example, a new building may be associated with a demolition. The fee is calculated on the new building size minus the demolished building size. The form prepared by the Santa Clara County Building Department will have either the net increase in size, or it will have the size of the new building and the size of the demolition.

C) Affordable Housing Fees

Condition F.6 requires that Stanford pay an affordable housing fee for projects that affect the 2,035,000 academic gsf allocation. The fee is the same below market rate square footage fee rate that is set by the City of Palo Alto. This fee is \$19.31 as of August 18, 2014, and has historically increased in May of each year. The Stanford project manager requests the invoice from County Planning staff, and may request a reduction based on an associated demolition or use of the affordable housing fee bank. The affordable housing fee must be paid before project TCO.

The GUP Checklists



What is it?

Why should I use it?

How do I use it?

GUP Checklists

The GUP Checklist ([Appendix B](#)) has been developed in order to determine which Conditions of Approval apply to individual projects. A more detailed checklist with explanations to aid in the completion of the checklist is provided in [Appendix C](#).

The checklist is organized into two sections. The first few pages provide descriptive facts concerning the project. The following pages ask questions to determine whether specific conditions apply to the project.

The checklist is to be used in several ways:

- The project manager should use it in the early phases of the project, in order to identify studies that might be necessary for the application. Some of these studies will need to be conducted by independent consultants (either Stanford's or the County's) and could require substantial lead-time. Note that if a proposed project results in 'yes' answers for such studies, a pre-application meeting should be held with County Planning.
- The Stanford team that meets regularly with the County Planning Office will also use the checklist to provide the county with early notification of projects and the anticipated requirements.
- The project manager will submit a completed checklist with the ASA application.
- The project manager will submit a revised checklist at Building Permit if project facts (e.g., building size or number of trees removed) change from the time of ASA.
- The project manager will submit a revised checklist at Project Completion (prior to TCO) documenting any changed project facts and to update pertinent information at the end of the project (e.g., date school or BMR fees paid, list of noise complaints, or results of biological studies).

The Project Manager completes a draft of the GUP checklist and provides it to the LUEP office (along with the Environmental Information Form mentioned earlier and project drawings) several days before the application is scheduled for submission. LUEP staff will review all materials and sign the last page of the checklist.

Appendix C contains resources that can be used to answer checklist questions. These resources include:

- An expanded checklist with further information on answering the checklist questions.
- Links to documents and figures that contain information necessary to answering the checklist questions.

Application Submission and the Approval Process



*How do I submit the application?
What happens after I submit it?*

1) Stanford - submit the application

Once the application has been reviewed internally, the Project Manager should make an appointment with the County planner assigned to Stanford projects, and submit the application in person to:

Santa Clara County Planning
70 West Hedding Street, 7th Floor
San Jose, CA 95110
Telephone (408) 299-2454

and also deliver a copy of the application on that same day to:

Director of Planning
Dept. of Planning and Community Environment
City of Palo Alto
250 Hamilton Avenue
Palo Alto, CA 94301

2) County - process the application

The general rule of thumb is that ASA processing will take 3-7 months, depending on the complexity of the project, its location, and the County staff workload.

First, the County has 30 days to review the application for completeness. Additional information may be requested from Stanford.

Once the application is deemed complete, County Environmental Planning staff prepares an Initial Study, based on the Environmental Information Form submitted with the application (described in more detail in the previous subsection). Also during this time, County staff will prepare comments, set an ASA agenda date (17 days prior to the ASA hearing date), set an ASA hearing date, notify neighboring parcel owners of the ASA hearing, and send the project manager a draft of the Conditions of Approval to review prior to discussion at the hearing.

Prior to the hearing, the project manager will receive the draft staff report for the project. The project manager and the Stanford University LUEP Office are to review the draft Conditions of Approval. The project manager is to contact County staff if there are any issues with the Conditions, to come to an agreement on any changes prior to the hearing.

3) Stanford & County - ASA Hearing

The ASA hearing is scheduled for either the first or the fifth Thursday of the month (this schedule is intended to follow a week after the Planning Commission hearing, which is currently on the fourth Thursday of the month). The agenda is set 17 days prior to the hearing. The Stanford Project Manager can request that Stanford items be arranged at the beginning of the hearing. The Project Manager should attend the ASA hearing, and be prepared to answer any questions regarding the project. Parking is located on the adjacent streets (metered) and parking garage.

Hearings begin at 9:30 a.m. and Stanford items are typically short. At the hearing, the County planner will make a presentation on the project, the ASA hearing committee may ask questions, and members of the public may have comments.

The project manager should be prepared to:

- Provide additional background on the project;
- Introduce himself/herself and respond to questions from the ASA committee;
- Speak during the public hearing in case issues need to be addressed. Take a speaker card before the hearing starts.

After the ASA chair closes the public comment period, the ASA committee will vote on the project. The project manager may wish to thank the committee members for their approval.

4) County - approval of Project

Following Architectural and Site Approval by the ASA Committee, a letter listing the final Conditions of Approval will be sent to the project manager. A copy of the final conditions of approval should be kept in the project files for the official record.

5) Appeal Period

There are two separate appeal periods: a 15-day appeal period for the ASA decision, during which time no development permits can be issued, and a 30-day appeal period for approval of the CEQA findings. The ASA decision can be appealed to the Planning Commission. Planning Commission decisions can be appealed to the Board of Supervisors.

ASA Small Project Exemption (ASX) processing

If Santa Clara County Planning staff determines that an ASX is the appropriate approval for a project, the following application materials should be submitted to Santa Clara County Planning Office (see [Exhibit 2](#) in Appendix E):

- Site plans, exterior elevations, floor plans (5 total sets)
- Master Land Application (includes Acknowledgements and Agreements Form)
- GUP Checklist
- Parcel map
- Check for “ASA (Staff Approval, Exemption, or Minor Modification)”
- Petition for use of prior CEQA document, prepared by LUEP

ASXs do not need the Environmental Information Form.

Approval will be in the form of a letter from Santa Clara County Planning Office, with possible Conditions of Approval included.

APPENDICES

A: [Stanford University 2000 General Use Permit
Conditions of Approval](#)

B: [GUP Checklist for Projects Proposed
Under Stanford's 2000 General Use Permit](#)

C: [Guidance for Completing the GUP Checklist](#)

D: [Reference](#)

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**Stanford University 2000 General Use Permit
Conditions of Approval**

CONDITIONS OF APPROVAL

The following conditions have been established for the Stanford University General Use Permit (GUP). The conditions describe the distribution of additional building area, procedures under which construction may occur, and associated measures which must be accomplished before, during and after construction.

A. Building Area

1. The General Use Permit allows the following on the portion of Stanford University-owned land located in unincorporated Santa Clara County:

- a. Continuation of all lawful existing uses in their present locations, including legal nonconforming uses.
- b. Construction of up to 2,035,000 net square feet of new academic and academic support uses. The definitions of permitted uses are provided in the Community Plan. This limit applies to all nonresidential development which occurs during the time that this use permit is in effect. This academic building area total shall be known as the GUP building area cap.
- c. Construction of 2,000 net new student housing units.
- d. Construction of 350 net new housing units for postdoctoral fellows and medical residents.
- e. Construction of 668 net new housing units for faculty and staff.
- f. Construction of 2,300 net new parking spaces above the current campus base of 19,351 spaces. This parking total shall be known as the GUP parking cap .

2. The following amount of building area may be available to Stanford in addition to the GUP building area cap:

- a. Any building area remaining under the 1989 General Use Permit which has not been developed at the time of approval of this General Use Permit shall not count toward the GUP building area cap. In addition, up to 212,218 square feet of building area credit for vacating of unreinforced masonry buildings may be granted. At such time as these unreinforced masonry buildings are rehabilitated for use, their building area shall be counted against the 2000 GUP building area cap, unless they are used for residential purposes.
- g. Any project for which a use permit application was filed prior to November 1, 2000 but which was not approved prior to approval of this 2000 GUP may continue to be processed as a separate use permit as provided by the 1989 GUP. If any such projects are approved, the square footage allowed in addition to that approved by the 2000 GUP shall not exceed an additional 31,000 square feet.
- h. Stanford may use up to 50,000 square feet in the form of temporary trailers for temporary surge space during construction activities which shall not count towards the GUP building area cap. These trailers shall be approved as temporary uses by the County and shall at the latest be removed within 18 months of approval of the final increment of building area allowed under the 2000 GUP.

3. All other new development on the Stanford campus shall be counted towards the GUP building area cap except the following:

- a. Up to 40,000 square feet of additional building area may be used for the purpose of new child care or community centers and shall not be counted towards the GUP building area cap. However, the County shall track the total number of square feet added for this purpose on an annual basis.
- b. Building area used for the purpose of housing shall not be counted towards the GUP building area cap. However, the County shall track the total number of housing units and the total number of square feet of student housing added on an annual basis.
- c. Building area used for parking structures shall not be counted towards the GUP building area cap.

B. Framework

1. All development that occurs under this General Use Permit shall be consistent with the Stanford University Community Plan (Community Plan). All development must be consistent with the General Plan designation and zoning applicable to the proposed location.
2. For the purposes of these conditions, a “proposed building project” shall refer to any development activity proposed by Stanford which requires a planning, building, construction, grading, or other permit or approval from the County of Santa Clara.
3. The General Use Permit shall remain in place for a minimum of ten years following its approval; absent modification of this General Use Permit, no additional use permits which allow for more development than specified in this General Use Permit may be approved, with the exception of additional housing. The County may revoke, modify, or reaffirm the use permit according to the provisions of the Zoning Ordinance.
4. Stanford shall be responsible for paying all reasonable costs associated with work conducted by the County Planning Office or under the supervision of the County Planning Office that is conducted in conjunction with, or in any way related to, the conditions of the General Use Permit. This includes, but is not limited to, costs for staff time, consultant fees, and direct costs associated with report production and distribution.

C. Monitoring, Reporting, and Implementation

1. An Annual Report will be prepared by the County each year that summarizes Stanford’s development activity over the preceding year beginning September 1 and ending on August 31 (the academic year), intended upcoming development, and compliance with the conditions of this General Use Permit.
2. The Annual Report shall be prepared and presented in the following manner:
 - a. The County of Santa Clara Planning Office (County Planning Office) shall have the responsibility for preparing the Annual Report. The County Planning Office may retain independent consultants to assist in data gathering, analysis, and report preparation.
 - b. Stanford shall provide a reasonable amount of funding to the Planning Office for all aspects of report preparation, including but not limited to reimbursement for staff time, consultant fees, and direct costs associated with report production and distribution.

- c. Stanford shall provide in a timely fashion the information requested by the Planning Office that is needed for preparation of an Annual Report that complies with the requirements specified in these conditions.
- d. The Annual Report shall be presented to the Community Resource Group (“CRG”) at its first quarterly meeting each year for discussion and comment.
- e. The Annual Report shall be presented to the Planning Commission at a public hearing in June of each year, with the first annual report for the 2000 GUP to be presented in 2002.
- f. Each Annual Report shall address development activity and compliance with both the conditions of the General Use Permit and any specific conditions associated with proposed building projects. The Annual Report shall include this information for the previous academic year. The 2002 Annual Report (2000 GUP Annual Report #1) shall include this information for any portion of the 2000-2001 academic year in which the 2000 GUP is in effect as well as academic year 2001-2002.

3. Stanford shall provide reasonable funding to the County Planning Office to carry out all implementing tasks identified in the Community Plan and GUP, including, but not limited to: creation of new zoning districts, creation and implementation of a format and methodology to monitor and report on activities as required by the Community Plan and GUP, creation and preparation of Annual Reports, environmental mitigation monitoring, creation and implementation of administrative procedures necessary to carry out the Community Plan and GUP, and revisions to the Protocol document to reflect changes in the Community Plan and GUP. This funding shall include, but not be limited to, County staff costs and consultant costs associated with these tasks.

D. Permitting and Environmental Review

1. Each proposed building project shall be reviewed and obtain all necessary permits and approvals in accordance with County requirements. The General Use Permit shall serve as the use permit required under the Community Plan and the Zoning Ordinance for development at Stanford. Additional permit requirements include, but are not limited to, the following:

- a. New construction, reconstruction, relocation, and remodeling of academic uses and multiple family housing (including but not limited to student housing and attached single family housing) shall be subject to Architecture and Site Approval (ASA). Small project exemptions from ASA may be granted by the Secretary of the ASA Committee in accordance with the Santa Clara County Zoning Ordinance.
- g. Other projects subject to ASA include, but are not limited to, construction of new parking lots or structures not associated with a building project subject to ASA (including, but not limited to, paving of existing unpaved parking areas); and construction, expansion, or modification of roadways on the campus.
- h. Design review shall be required for construction or modification of single family homes to the extent required by the Zoning Ordinance.
- i. Subdivision approval shall be required for proposed building projects which would result in creation of a new leasehold on Stanford lands, according to the provisions of the Subdivision Map Act and Santa Clara County Subdivision Ordinance.

2. If at any time the County Planning Commission determines that Stanford is not in compliance with one or more conditions of the General Use Permit, it may take corrective action as provided in the County Ordinance Code including, but not limited to, suspension of any future development approvals until such time as the conditions are met. Failure of Stanford to comply with aspects of the Mitigation Monitoring and Reporting Program adopted for the GUP or any specific projects approved under the GUP for which Stanford is responsible shall also constitute a violation of these GUP conditions for which corrective action may be taken as described above.

3. All proposed building projects shall be subject to the requirements of the California Environmental Quality Act (CEQA). The County Planning Office will determine the appropriate level of environmental review for each proposed project and may determine one of the following:

- a. The project is exempt by statute or category from CEQA review; or
- a. Impacts were adequately analyzed and mitigated through the Community Plan/General Use Permit Environmental Impact Report (CP/GUP EIR) (Use of Prior CEQA Document), and there are no substantial changes in circumstances requiring major revisions to the CP/GUP EIR; or
- b. An Initial Study and (Mitigated) Negative Declaration will be prepared by a consultant or by in-house County Planning Office staff, with or without issue-specific studies conducted by a consultant; or
- c. A supplemental EIR or addendum to the EIR will be prepared to analyze and identify mitigation for significant environmental impacts not addressed in the CP/GUP EIR.

4. The County Planning Office will determine the appropriate level of environmental review using the following guidelines:

- a. The Planning Office shall consult the CP/GUP EIR to determine if there are potential impacts of the proposed project which were not analyzed and mitigated in that EIR or substantial changes in circumstances requiring major revisions in the CP/GUP EIR.
- d. Any mitigations identified in the CP/GUP EIR which are relevant to the proposed project shall be incorporated into the conditions of approval of the proposed building project.

5. Specific proposed building projects under the General Use Permit shall require environmental assessment of potential impact areas specified in Condition D.6, below. Proposed building projects which shall be subject to such environmental assessment are cited throughout the conditions of the General Use Permit and include, but are not limited to, the following:

- a. Projects which will result in distribution of academic building area which deviates from that identified in this General Use Permit to the degree specified in Condition E.2.a.
- e. Projects which will result in distribution of housing which deviates from that identified in this General Use Permit to the degree specified in Conditions F.4.a and F.4.b.
- f. Projects which will result in distribution of parking which deviates from that identified in this General Use Permit to the degree specified in Condition H.1.
- g. Construction of housing exceeding the 3,018 total units permitted in the General Use Permit.

6. Environmental assessment for projects identified in Condition D.5, above, shall consider but not be limited to the following impact areas. The environmental document which contains this analysis may take the form of either an Initial Study, a (Mitigated) Negative Declaration, Supplemental Environmental Impact Report or an Addendum to the EIR.

- a. Transportation and circulation
- a. Hydrology
- b. Visual impacts
- c. Public services and utilities
- d. Recreational resources and open space
- e. Biological resources
- f. Historic and archaeological resources

E. Academic Building Area

1. The general distribution of the 2,035,000 square feet of additional academic and academic support facilities among ten development districts on the campus is described in Table 1. The location of the districts is shown in Figure 1 of the General Use Permit conditions:

Table 1: Proposed Distribution of Academic Development		
Development District	District Size (Acres)	Net Additional Building Area (GSF)
<i>West Campus</i>	100	0
<i>Lathrop</i>	36	20,000
<i>Foothills</i>	2,293	0
<i>Lagunita</i>	183	0
<i>Campus Center</i>	390	1,605,000
<i>Quarry</i>	25	50,000
<i>Arboretum</i>	126	0
<i>DAPER & Administrative</i>	194	250,000
<i>East Campus</i>	234	110,000
<i>San Juan</i>	446	0
Total	4,017	2,035,000

2. Deviation from the distribution described in Table 1 is permitted as follows:

- a. In the West Campus, Lagunita, Campus Center, Quarry, DAPER & Administrative, East Campus, and San Juan districts, development may be increased by 20% over the amount proposed for the district or by 20,000 square feet, whichever is greater. Greater deviation will require environmental assessment as specified in Condition D.6 and approval by the County Planning Commission. The Planning Commission’s decision may be appealed to the County Board of Supervisors by any interested person. Any proposed increase in development in a district shall be accompanied by an identified corresponding proposed decrease equivalent in building area in the other districts.
- g. A cumulative maximum of 15,000 square feet of building area may be located in the Foothills district in a manner consistent with the General Plan and zoning. This amount may not be increased, and shall be accompanied by an identified corresponding equivalent decrease in building area in the other development districts. No individual building or facility may exceed 5,000 square feet in size.

3. Maximum allowable development in the Lathrop district shall be 20,000 square feet. Additional development up to 21,000 square feet associated with a use permit for which a separate use permit application was filed prior to November 1, 2000 pursuant to the terms of the 1989 GUP as specified in Condition A.2.b may also be permitted, provided it complies with Condition L.4.

4. No academic development may be located in the Arboretum district.

5. Stanford shall complete and submit to the Planning Office for Board of Supervisors approval a Sustainable Development Study. The study shall be completed in accordance with the Community Plan. After the Sustainable Development Study is deemed adequate by the County Planning Office, it shall be presented to the CRG. After presentation to the CRG, the study shall be forwarded to the County Planning Commission for a recommendation regarding its approval by the Board of Supervisors. The Sustainable Development Study shall be approved by the Board of Supervisors prior to County acceptance of applications for nonresidential development which would result in development of a cumulative total of more than 1,000,000 net new square feet of nonresidential development that counts toward the GUP building area cap. All work associated with the Sustainable Development Study conducted by Stanford, the County, and/or an independent consultant shall be completed at Stanford's expense.

F. Housing

1. The type and general distribution of the 3,018 housing units allowed to be constructed under this GUP on specific sites in the ten development districts on the campus is described in Table 2. The location of the sites is shown in Figure 2.

Table 2: Proposed Distribution of Residential Development			
Development District	Site Size (Acres)	Net Additional Units	Housing Type
<i>West Campus Stable Site</i>	24.8	372	Faculty/Staff
<i>Lathrop</i>	-	-	-
<i>Foothills</i>	-	-	-
<i>Lagunita</i>			
<i>Driving Range</i>	17.5	195	Faculty/Staff
<i>Searsville Block</i>	12.8	367	Graduate
<i>Mayfield/Row</i>	1.3	125	Undergrad/Grad
<i>Total</i>		687	
<i>Campus Center</i>	-	-	-
<i>Quarry</i>			
<i>Quarry/Arboretum</i>	8.0	200	Postdoc
<i>Quarry/El Camino</i>	6.2	150	Postdoc
		350	
<i>Arboretum</i>	-	-	-
<i>DAPER & Administrative</i>	-	-	-
<i>East Campus</i>			
<i>Manzanita</i>	1.6	100	Undergrad/Grad
<i>Escondido Vilalge</i>	120.8	1,395	Graduate
<i>Stanford Avenue</i>	9.4	75	Faculty/Staff
<i>Total</i>		1,570	
<i>San Juan</i>			
<i>Lower Frenchman's</i>	2.2	18	Faculty/Staff
<i>Gerona</i>	1.5	12	Faculty/Staff
<i>Mayfield</i>	1.3	9	Faculty/Staff
<i>Total</i>		39	
Student	136.0	2,000	
Postdoc	14.2	350	
Faculty/Staff	56.7	668	
Total	207.4	3,018	

2. Housing may be developed on sites other than those designated in Figure 2 as described below, consistent with the Community Plan designations of proposed sites and subject to environmental review.

- a. Housing for graduate and undergraduate students or postdoctoral fellows/medical residents may be proposed for any location with a Community Plan designation of Academic Campus.
- b. Housing for faculty and staff at densities of 15 units per acre or below must be located on sites which are designated Campus Residential – Low Density or Campus Residential – Medium Density in the Community Plan.
- c. Housing for faculty and staff at densities above 15 units per acre may be located in areas designated Academic Campus if the County finds it is compatible with surrounding building densities and designs.

3. On a site-by-site basis, housing development may vary from the distribution described in Table 2 with regard to either the type (student, postdoctoral, or faculty/staff) or amount of housing on the site as specified in Conditions F.2.a through F.2.c. The total amount of each type of housing shall ultimately be provided as specified in the GUP, or as approved by the Planning Commission pursuant to Condition F.7.
4. Deviation from the estimated distribution for housing among development districts is permitted as follows:
 - a. Up to 350 housing units may be located in the DAPER & Administrative district. Additional housing may be located in this district with environmental assessment as described in Condition D.6 and approval of the Planning Commission. Any proposal for housing in the district shall be accompanied by an identified corresponding equivalent decrease in housing in the other districts, except as provided in Condition F.7.
 - a. In all other development districts, the amount of housing may exceed the proposed distribution by 20% of the number of units proposed in the development district. Location of additional housing in a district beyond this 20% will require environmental assessment as described in Condition D.6 and approval of the Planning Commission. Any proposal for increased housing in a district shall be accompanied by an identified corresponding equivalent decrease in housing in one of the other districts, except as provided in Condition F.7.
5. No housing may be constructed in the Foothills, Lathrop, or Arboretum districts.
6. Stanford shall comply with the following affordable housing requirements:
 - a. For each 11,763 square feet of academic development built pursuant to this GUP, 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.
 - b. If Stanford chooses option (a)(1), 1/3 of the units shall be provided to very-low income persons, 1/3 of the units shall be provided to low income persons, and 1/3 of the units shall be provided to moderate income persons. None of the units shall be occupied by persons who are undergraduate students, graduate students, post-graduate fellows, or medical residents associated with Stanford or its affiliates (e.g., Stanford University Medical Center). The units shall be made available at an annualized rent not to exceed 30% of the income level for the group (very-low, low or moderate income) for which the units are provided, or at a for-sale price not to exceed 40% of the income level for the group for which the units are provided. The affordability of each unit shall be ensured for a period of at least 50 years from the date a certificate of occupancy is issued for the unit. For purposes of this condition, very-low income persons are those who earn less than 50% of the Santa Clara County median income; low income persons are those who earn 50-80% of the Santa Clara County median income, and moderate income persons are those who earn 80-120% of the Santa Clara County median income. The County Planning Office shall identify the Santa Clara County median income based on information provided by the United States Department of Housing and Urban Development (HUD) or other equally reliable source. Income level qualifications shall be adjusted to account for family size.
 - c. If Stanford chooses option (a)(2), the amount of the payment shall equal the affordable housing payment (also known as “below market rate” or “BMR” payment) that the City of Palo Alto is charging to commercial development projects when the academic development project triggering this affordable housing condition is built. If the City of Palo Alto abolishes its BMR payment, the County will establish the amount of the payment and will base the payment, to the extent possible, on similar payments required by other local government agencies within 10 miles of Stanford. The payment shall be made to an escrow account established and maintained by the County for the purpose of funding affordable housing projects within a 6-mile radius of the boundary of the Stanford campus. Units funded with Stanford payments shall provide first priority to Stanford employees to the extent allowed by law and/or financing restrictions.

- a. If Stanford objects to the amount of the in-lieu payment, it may file a protest with the County Planning Office within 90 days of being notified by the County of the amount of the payment. If a protest is filed, Stanford shall pay for the preparation of a study conducted by or under the direction of the County to determine the appropriate payment. The study shall be completed within 6 months of filing of the protest, and shall then be forwarded to the County Planning Commission for a determination of the appropriate payment within 2 months after completion of the study.
- b. All aspects of this condition shall be fulfilled prior to issuance of a certificate of occupancy for the academic development project triggering this affordable housing condition. For option (a)(1), compliance includes but is not limited to issuance of a certificate of occupancy for the required affordable housing units.

7. With approval of the County Planning Commission and subject to further environmental assessment, additional housing beyond 3,018 units may be constructed. The Planning Commission’s decision may be appealed to the Board of Supervisors by any interested person.

8. Stanford shall comply with the following housing linkage requirements:

- a. Stanford shall provide a cumulative net increase in housing commensurate with academic development that counts toward the GUP building area cap as specified in Table 3. This housing shall be provided on Stanford land in unincorporated Santa Clara County in compliance with the Community Plan and all conditions of this GUP.

Table 3: Housing Linkage Requirements	
Academic Development (gsf)	# of Housing Units
500,000	605
1,000,000	1,210
1,500,000	1,815

- b. For additional academic development between 1,500,000 and 2,035,000 feet that counts toward the GUP building area cap as described in condition A.2, Stanford shall provide a net increase in housing at a rate commensurate with academic development by providing 1 additional housing unit for each 884 square feet of development.

9. For the purposes of the linkage requirement as provided in Condition F.8, the County Planning Office will consider Stanford to have met its housing requirements at the time of the framing inspection.

10. If the County denies proposed residential projects that cumulatively exceed 200 units, or if the County reduces the proposed size of a residential project by 200 or more units, Stanford may petition for a modification of the housing linkage requirements described in Table 3. Stanford may also apply for a suspension of the housing linkage requirements in Table 3 if the County approves a proposed residential project, but a lawsuit challenging any aspect of that approval is filed by someone other than Stanford; provided such suspension shall only be effective until the lawsuit is finally adjudicated. The County Board of Supervisors will determine whether the linkage requirement will be modified or suspended. In order to modify the linkage requirement, the Board must find by a 2/3 vote of all Board members that, due to factors beyond Stanford’s control, the amount of housing in question cannot be reasonably constructed within the policy framework established by the Stanford Community Plan.

11. No housing development may receive any County approval in any area designated Campus Residential – Low Density or Campus Residential – Medium Density in the Stanford Community Plan until the Board of Supervisors adopts new zoning designations for these districts consistent with the provisions of the Community Plan. The County shall make every effort to adopt such zoning within nine

months of GUP approval.

12. The housing linkage requirement in Condition F.8 may be suspended as follows:

- a. If the average rental housing vacancy rate in both Santa Clara and San Mateo Counties exceeds 8% for at least two consecutive quarters during the life of this GUP, Stanford may request suspension of the housing linkage requirement in Condition F.8 by submitting a written request to the County Planning Office. The decision to suspend the housing linkage requirement shall be made by the County Planning Commission. The Planning Commission's decision may be appealed to the County Board of Supervisors by any interested person.
- b. If the housing linkage requirement is suspended, it shall be reinstated if and when the average rental housing vacancy rate in both Santa Clara and San Mateo Counties falls below 8% and remains there for at least two consecutive quarters. The County Planning Office shall notify Stanford of the reinstatement of the housing linkage requirement by letter sent by certified mail.
- c. With respect to the housing units that would otherwise have been required under Condition F.8 but for a suspension granted pursuant to Condition F.12.b, Stanford shall apply for and commence construction of all such units within 18 months of reinstatement of the housing linkage. If Stanford fails to comply with these requirements, the County shall not accept any applications for academic development projects that would count toward the GUP building area cap.
- d. For purposes of this condition F.12, the source of vacancy rate information shall be the Real Estate Research Council of Northern California. A different source may be used if approved by a majority vote of the County Board of Supervisors.

G. Transportation

1. Stanford shall modify the following intersections as specified in the Community Plan/General Use Permit EIR Mitigation Monitoring and Reporting Program. Construction shall begin on intersection modifications within one year of approval of the General Use Permit and be completed within a reasonable time. At the time the modifications are to be constructed, alternative modifications which have equal or greater impact mitigation value may be proposed by Stanford and approved by the County.
 - a. Arboretum Road and Palm Drive.
 - a. Welch Road and Campus Drive West
2. Stanford shall continue to meet the transportation requirements established through the 1989 General Use Permit in order to continue mitigating for the population added to the campus under that use permit. Stanford shall also provide transportation alternatives for students, campus visitors, and other non-employees traveling to or residing on the campus.
3. Stanford shall mitigate the transportation impacts of its additional development and population growth either through a program of no net new commute trips or through proportional funding of mitigation measures for specified impacted intersections. If Stanford does not attain the no net new commute trips standard as defined in Condition G.4 below, mitigation of impacts to individual intersections as defined in Condition G.9 will be required.
4. The no net new commute trips standard is defined as no increase in automobile trips during peak commute times in the peak commute direction, as counted at a defined cordon location around the central campus.

5. The reasonable cost of all traffic counts conducted for determination of compliance with this condition shall be paid for by Stanford and the counts shall be performed by an independent consultant under the direction of the County Planning Office.

6. A baseline count (consisting of an average of three separate counts as described in Condition G.7) shall be established prior to construction of the first new non-residential structure to determine the existing level of commute trips entering the campus during the morning peak commute period and leaving the campus during the evening peak commute period. The "peak commute period" is defined as the one-hour period of time with the highest volume of traffic, as determined by the counts. The counting methodology is defined in Condition G.7 below. Monitoring counts shall be performed each year using the same methodology or any alternate methodology determined by the County Planning Office to be more accurate.

7. Traffic counts and determination of traffic volume shall occur as described below. Detailed methodology is contained in the Mitigation Monitoring and Reporting Program.

- a. Peak hour traffic for a single year shall be determined through counts taken at three times during the year. All counts shall be conducted during the regular academic year, which does not include academic breaks or end-of-quarter finals. Specific times for each count shall be determined by the County Planning Office. The three annual counts shall be averaged to determine the annual traffic level for the baseline and each monitoring year.
- a. All counts shall be taken at the campus entry and exit points shown in Figure 3, which together form the defined cordon line.
- b. Traffic counts shall include a license plate survey and matching to determine the rate of cut-through traffic.
- c. Cordon volumes will be adjusted to account for use of parking lots within the cordon line by hospital-related traffic and use of lots outside the cordon line by campus-related traffic. These lots are identified in Figure 3 and in the Mitigation Monitoring and Reporting Program.
- d. Based on the cordon counts, a peak hour will be identified for the campus. Peak hour traffic volume will be determined for the campus based on the cordon line count, adjusted for cut-through traffic and hospital parking as described above.

8. The County Planning Office will recognize participation by Stanford in off-campus trip reduction efforts and credit reduced trips towards Stanford's attainment of the no net new commute trips standard. Stanford shall receive credit commensurate with the predicted or actual number of trips reduced, and the proportion of the cost of the program that Stanford is contributing. Trip reduction must occur in the area between US 101, Valparaiso Avenue/Sand Hill Road, Interstate 280, and Arastradero Road/Charleston Road. The County Planning Office will determine the appropriate trip credit and monitoring methodology for each program in which Stanford proposes to participate. Such proposals shall be submitted to the Planning Office for review, modification, and consideration of approval. The proposals shall be presented to the CRG prior to any determination by the Planning Office.

9. The Planning Office shall monitor the cordon count volumes using the procedures described above. If the cordon counts, as modified by trip reduction credits, exceed the baseline volume as calculated under Condition G.6 by 1% or more for any two out of three consecutive years, mitigation of impacts to intersections will be required as described in Table 4:

Table 4: Intersections Impact Mitigations		
Intersection	Jurisdiction	Modification
<i>El Camino Real/Valparaiso</i>	Menlo Park	Change NB and SB right turn lanes to shared through/right lanes
<i>El Camino Real/Ravenswood</i>	Menlo Park	Change NB and SB right turn lanes to shared through/right lanes
<i>El Camino Real/Middle</i>	Menlo Park	Add SB right turn lane
<i>JSB/Alpine/Santa Cruz</i>	Menlo Park	Add EB right turn lane
<i>Sand Hill/I-280</i>	Menlo Park	Add EB left turn lane
<i>Sand Hill/Santa Cruz</i>	Menlo Park	Add WB right turn lane
<i>Sand Hill/Oak</i>	Menlo Park	Add one EB and one WB through lane
<i>Middlefield/Willow</i>	Menlo Park	Add EB right turn lane
<i>El Camino Real/Churchill</i>	Palo Alto	Add WB right turn lane; change shared left/right turn to exclusive left turn lane
<i>El Camino Real/Stanford</i>	Palo Alto	Add EB right turn lane
<i>Middlefield/University</i>	Palo Alto	Add NB right turn lane
<i>ECR/Palm/University</i>	Palo Alto	Add WB right turn lane
<i>Junipero Serra/Page Mill</i>	Palo Alto	Add second SB right turn lane
<i>Junipero Serra/Stanford</i>	Santal Clara County	Add second WB left turn lane; widen SB JSB between Stanford and Page Mill
<i>JSB/Campus Drive West</i>	Santa Clara County	Add second WB right turn lane

- a. Stanford shall contribute funding proportional to the level of its impact from traffic associated with the GUP to the appropriate jurisdictions for modification of the intersections as described above. At the time the modifications are to be completed, alternative modifications or other efforts which have equal or greater impact mitigation value for the affected intersections may be identified, based on consultation between Stanford and the appropriate jurisdiction with approval by the County Planning Commission.
- b. The appropriate proportional funding for the identified mitigations shall be determined by the County Planning Office, in consultation with the affected jurisdictions.
- c. Stanford and the affected jurisdictions shall reach an agreement on mitigations and funding within twelve months of the time that the County has determined that intersection-based mitigation will be necessary. Stanford shall do one of the following alternatives: 1) allocate the proportionate funding for the project during this time, to be provided to the jurisdiction or placed in an independent escrow account, or 2) reach an agreement with the affected jurisdictions for an alternate mitigation that achieves the same traffic result. If option 2 is proposed, the County Planning Commission must concur with the option and plan. If neither of these options is achieved, development at Stanford shall be suspended until an agreement is reached and funding is allocated or the no net new commute trips requirement is satisfied.

- a. If the City of Menlo Park approves widening of Sand Hill Road and associated intersection modifications prior to the time that the intersection modifications described above are triggered, Stanford shall not be required to fund intersection modifications at Junipero Serra Boulevard/ Campus Drive West, Junipero Serra/Alpine/Santa Cruz, Santa Cruz/Sand Hill, or Sand Hill/ Oak intersections. If the City of Menlo Park does not approve widening of Sand Hill Road and associated intersection modifications prior to the time that the GUP-related intersection modifications are triggered, Stanford shall place its share of the funds for modification of these intersections into an independent escrow account until either the City of Menlo Park does approve the widening or the funding that Stanford has provided to the City of Menlo Park for that purpose expires. If the City of Menlo Park approves the widening and associated intersection modifications during the time that the funds for these GUP-related intersection modifications are in escrow, the funds shall be returned to Stanford. If the City of Menlo Park allows the funds for the widening of Sand Hill Road to expire, the GUP-related escrow funds shall remain in escrow until they are used by the appropriate jurisdiction.
- a. Modifications to individual intersections either included or in addition to those in the above list may be required as the result of project-specific traffic studies, as described in Condition G.11.

10. Neighborhood traffic studies. Stanford shall participate in any future neighborhood traffic studies initiated by the County of Santa Clara, City of Palo Alto or City of Menlo Park in the area bounded by Middlefield Road, Willow Road/Santa Cruz Avenue/Sand Hill Road, Interstate 280, and Page Mill Road/ Oregon Expressway. Stanford shall not be required to fund more than 50% of the cost of any such study. Stanford shall not be required to pay more than a total of \$100,000 toward such neighborhood traffic studies over the GUP period, or more than \$50,000 for any single neighborhood traffic study. The purpose of Stanford's participation in such a study shall be to determine how much, if any, cut-through traffic in residential neighborhoods is attributable to traffic generated by the central campus. If impacts attributable to central campus traffic are identified in the studies, Stanford shall contribute to reasonable identified mitigation measures to a degree proportional to Stanford's impact from development associated with the GUP. It is the responsibility of the jurisdiction sponsoring the study to inform the County Planning Office of any such study and formally request enforcement of this condition. Stanford's participation in a study may be waived if:

- a. The sponsoring jurisdiction has waived this requirement of Stanford for any individual study.
- b. On request by Stanford, the County Planning Commission has waived this requirement of Stanford for any individual study, or adjusted the proportion of the cost of the study that Stanford will be required to pay. The Planning Commission's action may be appealed to the County Board of Supervisors by any interested person.

11. Project-specific traffic studies. Stanford shall submit for review and approval by the Planing Office project-specific traffic studies for the projects identified below, as well as other projects of similar size and scale. These studies shall address trip distribution (to determine whether distribution would be substantially different from the distribution assumed in the CP/GUP EIR) project safety, effects of the project on nearby streets and intersections, pedestrian and bicycle facilities, parking, and transit. At the discretion of the County Planning Office, traffic studies may also be required for other proposed projects.

- a. Addition of housing in Escondido Village, including but not limited to housing along El Camino Real adjacent to Escondido Village, that exceeds 100 units
- b. West Campus and Lagunita faculty/staff housing development
- c. Performing Arts Center
- d. Expansion/replacement of basketball arena
- e. Stanford Avenue faculty/staff housing

- f. Parking lots or structures with a net increase in spaces of 400 or more

12. Construction Traffic. Stanford shall comply with the following conditions regarding management of traffic related to construction activities and submit a plan implementing the following standards for approval by the County Planning Office prior to the commencement of any new building construction:

- a. Stanford shall provide adequate off-street parking for all construction-related vehicles throughout the construction period. If adequate parking cannot be provided on the construction sites, a satellite parking area shall be designated, and a shuttle bus shall be operated.
- g. Stanford shall not substantially limit pedestrian circulation during construction of the project.
- h. Stanford shall not substantially reduce bicycle circulation while constructing the project.
- i. Stanford shall make feasible attempts to limit the number of construction material deliveries from 7:00 AM to 9:00 AM and from 4:00 PM to 6:00 PM on weekdays. Stanford shall be required to prohibit or limit the number of construction employees from arriving or departing the site between the hours of 4:30 PM and 6:00 PM.
- j. Stanford shall be prohibited from limiting access to public transit, and from limiting movement of public transit vehicles as a result of the construction activities.
- k. Stanford shall prevent roadway construction activities from reducing roadway capacity during major athletic events or other special events, which attract a substantial number of visitors to the campus.
- l. Stanford shall inform the Stanford Police and Palo Alto Fire Department of construction locations, and alternate evacuation and emergency routes shall be designated to maintain response times during construction periods.
- m. Stanford shall provide written notification to all contractors regarding appropriate routes to and from construction sites and weight and speed limits for local roads used to access construction sites. A copy of all such written notifications shall be submitted to the County Planning Office.
- n. Stanford shall post at least one sign no smaller than 1,296 square inches at all active construction sites. The sign shall contain the name and telephone number or e-mail address of the appropriate Stanford person the public may contact to report alleged violations of this Condition G.12 or to register complaints about construction traffic associated with building projects under this GUP. Stanford shall keep a written record of all such complaints and shall provide copies of these records to the County Planning Office as part of the annual report process.

13. Special Events. Within one year of GUP approval, Stanford shall submit a Special Events Traffic Management Plan to the County Planning Office. After the Plan is presented to the CRG, the Planning Office shall determine whether the Plan complies with this condition. The Plan shall include, but not be limited to, the following:

- a. Identification of appropriate traffic control mechanisms, personnel and procedures to ensure the orderly flow of traffic during special events.
- b. Public notification by Stanford at least 5 days prior to events where attendance is expected to meet or exceed 10,000 persons. Public notification shall include, but not be limited to, publication in two newspapers of general circulation in the Palo Alto and Menlo Park area (e.g., Palo Alto Weekly, Palo Alto Daily News). Information provided in the notice shall include but not be limited to the date, time and specific location of the event, identification of the public streets or other facilities that will be closed or otherwise substantially affected by the event, and suggested alternate transportation routes. If more than one such event is anticipated during a given week,

- b. the public notifications for all of the week’s events may be combined. The notice shall be at least 1/8 of a page in size.
- c. Establishment and maintenance by Stanford of a special events telephone hotline and website accessible to the general public where information on upcoming special events and associated traffic impacts as described in subsection (a) may be obtained.

14. Junipero Serra Boulevard/Stanford Avenue. Stanford shall convene regular meetings of a multi-jurisdictional group to address the existing traffic problems of volume, safety, and noise on Junipero Serra Boulevard and Stanford Avenue. The group shall include representatives from the University and the Stanford Campus Residential Leaseholders (or its successor organization), and may include representatives from the County’s Fifth Supervisorial District Office, County Department of Roads and Airports, the City of Palo Alto, the Stanford Golf Club, the College Terrace Residents’ Association, and/or the California Highway Patrol. The objective of these meetings is to identify and work toward implementation of feasible solutions to the existing problems of Stanford Avenue and the Junipero Serra Boulevard corridor. These problems include but are not limited to noise, access from residential driveways, and the safety of motorists, pedestrians, and bicyclists. If traffic mitigations affecting Stanford Avenue or Junipero Serra Boulevard are triggered by failure to achieve the “no net new commute trips standard, Stanford and Santa Clara County will, in consultation with the multi-jurisdictional group, reevaluate the mitigation measures identified in the EIR prepared for the Community Plan and GUP and determine if equally effective mitigation measures or alternatives are preferable. In doing so, the members of the multi-jurisdictional group may help form solutions, comment on their feasibility, and participate in their prioritizing. This process will also facilitate the ability of participants to comment to the agency or agencies with jurisdiction over implementation of such mitigation measures. The annual report shall include information regarding the success or failure in addressing these concerns.

H. Parking

1. The total net additional parking spaces on the campus shall not exceed 2,300 spaces, with the exception of parking provided for any housing in excess of 3,018 units, which shall be considered by the County Planning Commission at the time of consideration of the housing proposal. Net additional parking in each development district shall not exceed the totals specified in Table 5, except with environmental assessment as specified in Condition D.6. Parking constructed as part of and to serve new faculty/staff housing in the areas designated Campus Residential-Low Density and Campus Residential-Medium Density shall not count toward the limits shown in Table 5.

Development District	Net Additional Parking Spaces
<i>West Campus</i>	50
<i>Lathrop</i>	50
<i>Foothills</i>	0
<i>Lagunita</i>	700
<i>Campus Center</i>	200
<i>Quarry</i>	800
<i>Arboretum</i>	0
<i>DAPER & Administrative</i>	1,700
<i>East Campus</i>	900
<i>San Juan</i>	100
Total	4,500

2. In addition to the neighborhood traffic study funding requirements in Condition G.10, Stanford shall participate in residential parking permit programs in neighborhoods within the City of Palo Alto that are immediately adjacent to the campus and have a demonstrated spillover parking impact from activities on Stanford lands in unincorporated Santa Clara County as specified below:

- a. Within twelve months of General Use Permit approval, Stanford shall allocate funding to the City of Palo Alto or to an escrow account for a residential parking permit program in the College Terrace neighborhood, bounded by Stanford Avenue, El Camino Real, California Avenue, and Amherst Street. The funding shall be for the purpose of consideration and initiation of a parking permit program and shall not be required to exceed \$100,000.
- a. If the cost of the consideration and initiation of a residential parking permit program for College Terrace is less than \$100,000, the remaining increment of the \$100,000 may be used by the City of Palo Alto to conduct a study of parking activity for the Southgate and Evergreen Park neighborhoods in the area bounded by the Caltrain tracks, Churchill Avenue, El Camino Real, and Cambridge Avenue. The purpose of the study would be to determine if there is a need for a residential parking permit program to be initiated in these neighborhoods due to activity on Stanford lands in unincorporated Santa Clara County. The funds may be used for this purpose at any time during the term of this General Use Permit, and shall remain in escrow until they are used by the City of Palo Alto. If the funds are not used by the City of Palo Alto during the term of the General Use Permit they shall revert to Stanford.

I. Parks and Recreation Facilities

1. Stanford shall improve parks in the San Juan faculty/staff residential area to provide recreational opportunities for the population of that neighborhood to a level that would provide equal recreational value as any facilities in this area which would be removed as a result of construction under the GUP. A proposed recreation facility improvement program, including but not limited to a timeline for improvements, shall be submitted to the County Planning Office for review by the ASA Committee within twelve months of GUP approval. No building permit may be issued to Stanford for development within this district without an approved program and timeline for improvements. Recreation facility improvements shall be adopted as conditions of project approval within the San Juan development district.

2. Stanford shall dedicate easements for, develop, and maintain the portions of the two trail alignments which cross Stanford lands shown in the 1995 Santa Clara Countywide Trails Master Plan (Routes S1 and C1), according to the following timeline:

- a. In consultation with the County Parks and Recreation Department, Stanford shall identify trail easements and complete Agreements for Trail Easements within one year of GUP approval. For purposes of this condition, the term "easement" includes any other equally enforceable mechanism acceptable to the County Board of Supervisors.
- b. Stanford shall work with the County Parks and Recreation Department to identify responsibilities for trail construction, management and maintenance. An agreement regarding these issues, including but not limited to a time frame for implementation, shall be reached within one year of GUP approval.

J. California Tiger Salamander

1. Habitat protection easements required for protection of the California tiger salamander (CTS) shall meet the following specifications:

- a. Easements shall be dedicated to the County of Santa Clara. For purposes of this Condition, the term "easement" includes any other equally protective and enforceable mechanism acceptable to the County Board of Supervisors.

- b. Easements shall remain in effect until such time as protection of CTS is no longer warranted, either through removal from consideration for listing or de-listing under the state or federal Endangered Species Act or other local, state, or federal laws, ordinances and regulations related to the protection of the species, or if the species becomes extinct.
- c. The easements may also be abandoned by the County if all buildings constructed under the General Use Permit in the CTS management zone are removed and the habitat is restored for CTS.
- d. Stanford shall prepare a detailed management and monitoring plan, subject to approval of the County Planning Office in consultation with the United States Fish and Wildlife Service (USFWS), to ensure the long-term maintenance and protection of CTS habitat values on lands covered by habitat protection easements. The plan shall be approved prior to or concurrent with approval of any individual easement dedication, and shall address requirements for fencing, vegetation control, enhancement of small mammal populations, maintenance of safe migration and dispersal corridors, and management of potential sources of mortality.
- e. The first location for habitat protection easements shall consist of preserved, created or restored upland habitat within 500 meters of breeding habitat, including either Lake Lagunita or created ponds in which successful CTS reproduction has been documented for at least three consecutive years with near- or above-normal rainfall, excluding any intervening years with substantially below normal rainfall. When all areas that meet this description have been placed in easement protection, easements may be granted on other open space lands that provide migration and dispersal corridors for CTS to the breeding habitat.
- f. The total area for the easements shall be calculated based on the area of building footprints, roads, paved and unpaved parking areas, pathways, ornamental landscape plantings, and any other area where CTS habitat will be lost or modified, or where CTS access to habitat will be impeded.

2. Habitat protection easements shall more specifically be required as follows:

- a. Prior to any development activity in the CTS Management Zone as shown in Figure 4, Stanford shall dedicate an easement over the entirety of Lake Lagunita to the top of the lake banks. The acreage of this easement shall count toward other existing habitat easement dedication requirements as defined in Condition J.2.b, below.
- d. Prior to County approval of any proposed building project on occupied CTS habitat, Stanford shall dedicate an easement providing for protection and management of an amount of land equal to 3 times the acreage of the site to be disturbed. Occupied CTS habitat shall include open areas around Lake Lagunita, the Lower Knoll, and the Gerona Triangle, as shown on Figure 4; other areas within the CTS management zone shall be surveyed by an independent qualified biologist, hired by the County at the expense of Stanford, to determine if they contain occupied CTS habitat as defined through the survey. The survey shall be conducted in accordance with the survey protocol for CTS approved by the California Department of Fish and Game (CDFG) or the USFWS.
- e. As an alternative to the easement at a 3:1 ratio of protected area to disturbed area described above, Stanford may restore, protect, and manage for CTS use areas within 500 meters of Lake Lagunita which do not currently serve as occupied CTS habitat. Areas which may be used for restoration include the driving range and any areas currently developed with buildings, parking areas, or roadways. The restoration area shall be equal in size to the area disturbed by a proposed building project. Restored areas shall be placed in easements subject to all terms described in Condition J.1 above.

3. Prior to issuance of a building permit for a proposed building project on occupied CTS habitat within 500 meters of Lake Lagunita, Stanford shall create three new breeding ponds or enhance an

equal number of existing ponds in the area south of Junipero Serra Boulevard. Pond success shall be documented in created ponds for three consecutive years of near- to above-normal rainfall, excluding any intervening years with substantially below normal rainfall, prior to building permit issuance. Design and management requirements and success criteria for the ponds shall be established in consultation with the United States Fish and Wildlife Service (USFWS) and approved by the County Planning Office.

4. All CTS monitoring shall be verified or conducted by an independent, qualified biologist selected and hired by the County of Santa Clara at the expense of Stanford University.

5. On a project-by-project basis, the following measures shall be required prior to any construction in the CTS management zone:

- a. A preconstruction survey for CTS shall be conducted by an independent, qualified biologist at the beginning of the rainy season in accordance with CDFG standard procedures for preconstruction surveys. The survey shall be submitted to the County Planning Office. If CTS are found in any area that will be affected by the construction, Stanford shall consult with CDFG, USFWS, and the County Planning Office to determine if salvage of salamanders is warranted and, if so, what method should be used. The construction area shall be calculated and identified on construction drawings, and the area of impacts shall be monitored by the contractor and by Stanford during construction, with regular reports to the County Planning Office.
- b. Construction vehicles shall be limited to a speed of 10 mph. Any fuels on these sites shall be double contained and excess asphalt shall be removed from the site upon completion of construction.
- c. Drift fences (e.g., silt fences or other effective salamander barriers) shall be erected around the project site prior to November 15 to prevent CTS from wandering into areas where they could experience mortality or injury.

6. The following operational measures shall be required at sites within the CTS Management Zone:

- a. Utility boxes and other ground-level fixtures shall be maintained to prevent accidental trapping of salamanders. Outdoor lighting shall be minimized. Facilities on the sites shall be kept clean from exposed garbage. Domestic animals shall not be allowed as regular residents of the sites. The drip-line of oak trees present on site shall be kept clear of structures. Ground squirrel control shall not be allowed except as required in the Lake Lagunita dam and levee pursuant to the requirements of the State Division of Dam Safety. Landscaping features shall be limited to native species, to the extent feasible, that do not require the use of pesticides and fertilizers.
- b. Curbs, planters, and other landscape elements shall be designed to direct salamanders away from the building complex, access road, and parking area. Gravel-covered french drains shall be constructed instead of typical storm drains. Utility boxes with as few openings to the surface as possible shall be selected to prevent accidental trappings of salamanders.

7. Stanford and the County Planning Office shall continue to comply with all requirements and recommendations of the 1998 California Tiger Salamander Management Agreement.

8. Within 3 years of General Use Permit approval, Stanford shall construct between one and three passageways for salamanders providing for safe passage across Junipero Serra Boulevard. The number and design of these passageways shall be determined in consultation with the United States Fish and Wildlife Service and submitted to the County Planning Office for approval. If an alternate, equally or more effective measure is approved by the County Planning Office in consultation with the USFWS, such a measure may replace these passageways.

9. If the CTS is listed as threatened or endangered under the federal Endangered Species Act or any successor statute with the purpose of protecting endangered or threatened species, an appropriate

permit will be obtained from the USFWS. The conditions of the GUP that address CTS shall be superseded by any subsequent Habitat Conservation Plan (HCP) approved by the USFWS, so long as the HCP provides at least as much habitat value and protection for CTS as these Conditions of Approval.

K. Biological Resources

1. For all proposed building projects located in a riparian, disturbed riparian, oak woodland, annual grassland-oak woodland, or modified oak woodland area as identified in the Community Plan/General Use Permit Environmental Impact Report, the County at the expense of Stanford will retain an independent qualified biologist to conduct focused surveys for special-status plants. Stanford shall notify the County of potential proposed building projects in adequate time to conduct the appropriate surveys at the appropriate time of the year. The purpose of these surveys will be to locate and identify any special-status plants that may occur in the proposed construction zone. If special-status plants are found, the following measures shall be required:
 - a. The designated construction zone for new facilities shall be designed to provide, to the extent feasible, an exclusionary buffer with a minimum size of 30 feet from special-status plant resources.
 - b. A mesh fence shall be installed at the boundary of exclusionary buffer zones established for special-status plant resources prior to the initiation of ground-disturbing activities.
 - c. Where complete avoidance cannot be achieved, Stanford shall submit a site-specific mitigation and compensation program for the affected resources developed in consultation with the California Department of Fish and Game and/or the U.S. Fish and Wildlife Service.
 - d. Any special-status plants within the construction zone shall be transplanted on suitable Stanford lands in consultation with the California Department of Fish and Game and U.S. Fish and Wildlife Service. Any lost plant habitat shall be replaced at a ratio of two acres of replacement habitat for each acre of special-status plant habitat lost.
 - e. Stanford shall provide funding for the County to retain an independent qualified biologist to monitor or verify monitoring of the mitigation sites annually for five years using success criteria developed in coordination with the California Department of Fish and Game and U.S. Fish and Wildlife Service. The success of the transplantation program shall be considered to have been achieved if 80% or more of the transplanted plants have survived five years after transplantation. Monitoring results shall be part of the annual report.
2. For each proposed building project requiring an environmental assessment, Stanford shall provide funding for the County to retain a qualified biologist to conduct pre-construction surveys for breeding raptors and migratory birds which may be affected by the project. Specific need and timing of surveys will be recommended through environmental review of individual proposed building projects and included in the conditions of approval for the projects. If active nest sites are located, appropriate construction setbacks from nest sites shall be required by the County in consultation with the California Department of Fish and Game (CDFG). No construction activities shall occur within the construction setback during the nesting season of the affected species. Sites identified shall be part of the annual report.
3. For any proposed building project located in an oak woodland area as identified in the Community Plan/General Use Permit Environmental Impact Report, Stanford shall create or restore oak woodland habitat at a ratio of at least 1.5:1 (1.5 acres of restored habitat: 1 acre of developed habitat). Restoration plans shall be prepared and implemented by Stanford for each proposed building project that would result in a loss of oak woodland habitat. Restoration design, compensation ratios, and monitoring requirements shall be proposed by Stanford in consultation with the CDFG and submitted to the County Planning Office for review and approval to ensure that comparable habitat values are attained in the replacement habitat. Monitoring activities shall be part of the annual report.

4. All proposed building projects shall be sited and designed to minimize loss of trees protected by the County of Santa Clara tree preservation ordinance. In the event that protected trees would be affected by a proposed building project, Stanford shall do one of the following:
 - a. Stanford shall implement the construction management practices and tree replacement requirements set forth in the County's tree preservation ordinance. Trees shall be replaced at a ratio of 3:1 for oaks and 1:1 for other protected trees.
 - b. Stanford may submit a Vegetation Management Plan for the entire campus to the County Planning Office for review and approval. This plan must provide for the same or greater level of tree protection as the measures described in subsection (a) above.
 - c. All tree removal and replacement shall be described in the annual report.
5. Within six months of General Use Permit approval, Stanford shall retain a qualified biologist to generally define areas with potential jurisdictional wetlands and other waters of the U.S. Within one year of the GUP approval, this description shall be submitted to the County Planning Office for review and approval. For any proposed building project located in an area which may include wetlands as shown in this description, the following measures shall be required:
 - a. An independent qualified biologist shall conduct a delineation of potential jurisdictional wetlands and other waters of the U.S. present on the site.
 - b. Development projects shall be sited and designed to avoid and/or minimize impacts to jurisdictional wetlands or other waters of the U.S.
 - c. If jurisdictional wetlands or other waters of the U.S. will be unavoidably lost as a result of project activities, Stanford shall obtain appropriate authorization from the U.S. Army Corps of Engineers under Section 404 of the Clean Water Act. In coordination with the U.S. Army Corps of Engineers, any wetlands or other waters of the U.S. that are lost as a result of future development in the project area shall be replaced through the creation, preservation, or restoration of wetlands or other waters of the U.S. of at least equal function and value to those that are lost.
6. Stanford shall provide the County Planning Office updates to California Natural Diversity Database records as they are available, including electronic updates compatible with the Planning Office's electronic map format standards. Stanford shall report on the status of this database for inclusion in the annual report.
7. Within 12 months of approval of the General Use Permit, Stanford shall submit to the County Planning Office for approval a Special Conservation Plan, in accordance with the requirements of the Community Plan.

L. Visual Resources

1. Prior to or in connection with submitting an application for any development along El Camino Real, Stanford shall submit a streetscape design for unincorporated Stanford lands along the south side of El Camino Real that includes but is not limited to height and setback requirements that are, at a minimum, at least as stringent as those of the City of Palo Alto and may, at the request of the ASA Committee, be more stringent. The streetscape design shall be prepared in consultation with the City of Palo Alto and shall be presented to the CRG before being submitted to the County Planning Office for review and approval.
2. For any development along Stanford Avenue, there shall be a minimum 25-foot building setback from Stanford Avenue and buildings shall be constructed at a height of 30 feet or less. Building height and setback shall be defined and measured consistent with the provisions of the Santa Clara County Zoning Ordinance. A landscape plan shall also be required for any development along Stanford Avenue.

3. Stanford shall submit a lighting plan for approval by the County Planning Office, as part of an ASA review, for each development project that would include exterior light sources. The plan shall show the extent of illumination that would be projected from proposed outdoor lighting. State of the art luminaries shall be used where necessary, with high beam efficiency, sharp cut-off, and glare and spill control. Upward glow shall not be allowed in residential or academic uses.

4. Development in the Lathrop development district shall occur only in the areas shown in Figure 5. Structures which are not for the purpose of occupancy, such as fences or golf course access bridges, may be permitted in other areas of the Lathrop district in accordance with the requirements of the Santa Clara County Zoning Ordinance.

M. Hazardous Materials

1. Stanford shall disclose the projected quantities and types of hazardous materials associated with each proposed building project and identify measures for storing materials and protecting users from potential risks as part of their application to the County Planning Office. If a proposed building project would involve quantities of hazardous materials that trigger the California Accidental Release Prevention Law requirements, Stanford shall prepare a Risk Management Plan and shall implement all measures identified in the accident prevention program. If feasible, the quantities of hazardous materials stored shall be reduced below the California Accidental Release Prevention Law thresholds.

2. Stanford shall maintain and enhance its programs for the storage, handling, and disposal of hazardous materials. Information on the status of such programs shall be provided to the County as a component of the annual monitoring process. Programs shall continue to include, as necessary:

- a. Training of all persons involved in the use, handling, and disposal of hazardous materials;
- b. Use of appropriate storage and control technology in all facilities in which hazardous materials are used;
- c. Preparation of Hazardous Materials Management Plans for facilities where hazardous materials are stored, in compliance with the requirements of the County Department of Environmental Health;
- d. Compliance with all relevant federal, state, and local regulations;
- e. Ongoing use of the University Committee on Health and Safety;
- f. Maintenance and enhancement of ongoing risk assessment procedures by the University Department of Environmental Health and Safety; and
- g. Maintenance and enhancement of activities of the University's Hazardous Waste Program.

N. Geology and Hydrology

1. Stanford shall comply with all requirements of the Uniform Building Code, the County Geologist, the County Building Inspection Office, the Stock Farm Monocline Agreement, and any other agreements defined during the term of the General Use Permit with regard to reduction of seismic risk associated with new or remodeled facilities on the campus.

2. Stanford shall accommodate the potential for increased storm water runoff using one of the following two options, or a combination of options as appropriate. Activities to implement this condition shall be part of the annual report.

- a. Stanford shall prepare a site-specific hydrology and drainage study for each proposed building project and shall design, construct, and maintain project specific storm drainage system improvements sufficient to assure that the peak storm runoff leaving the developed site does not increase, and that any increased runoff does not cause downstream flooding. Individual detention facilities may serve more than one building project, but Stanford must demonstrate adequate detention capacity to contain increased runoff as part of the application for any proposed building project.
 - b. In place of site-specific studies, Stanford may elect to prepare a hydrology and drainage study for all or a specified portion of a particular watershed area, as shown in Figure 6. This plan shall be submitted to the County Planning office for review and approval. Based on the results of this study, Stanford shall design, construct, and maintain storm drainage improvements sufficient to assure that the peak storm runoff leaving Stanford lands covered by the study would not increase over existing peak levels and that the total runoff would not cause downstream flooding. Upon improvement of facilities in accordance with the plan, no further site specific hydrology and drainage studies will be required for a proposed building project on a site within the area covered by the study, provided that the proposed building project is consistent with the assumptions in the study.
3. All detention facilities or other storm water management facilities shall be designed to only store storm water runoff temporarily and not create extended ponding.
4. Stanford shall maintain groundwater recharge levels using either one of the following two options, or a combination of options as appropriate. Work in this area shall be provided for inclusion in the annual report.
- a. Stanford shall prepare a site-specific groundwater recharge study, to be submitted to the County Planning Office for review and approval in conjunction with each proposed building project located within the unconfined zone as shown on Figure 7. Groundwater recharge facilities shall be constructed in accordance with the recommendations in the study, subject to approval of the County.
 - b. In place of site-specific studies and improvements, Stanford may prepare a groundwater recharge study for all development proposed to occur in all or a portion of the unconfined zone. The study shall identify the extent that new development will occur in the unconsolidated zone and the estimated average annual groundwater recharge that occurs in that area under pre-development conditions, and shall be submitted to the County Planning Office for review and approval. Based on the results of this study, Stanford shall design, construct, and maintain facilities (e.g., shallow infiltration basins) that offset “lost” groundwater recharge. Upon improvement of facilities in accordance with the plan, no further site specific groundwater recharge studies will be required for a proposed building project on a site within the area covered by the study, provided that the proposed building project is consistent with the assumptions in the study.
5. Any proposed storm water and/or groundwater recharge facility improvements shall be reviewed and approved by the County Planning Office and Land Development Engineering Office prior to construction.
6. Stanford shall submit a Notice of Intent (NOI) to the State Water Resources Control Board for development under the General Use Permit and/or for each proposed building project to be covered under NPDES General Permit CAS000002. Stanford shall comply with the terms of the NPDES permit for all construction sites, including but not limited to preparation of Storm Water Pollution Prevention Plans (SWPPP). Each SWPPP shall identify effective Best Management Practices (BMPs) for preventing groundwater and stormwater runoff pollution caused by any construction activities. The NOI shall be submitted to the State Water Resources Control Board (SWRCB) with a vicinity map and the appropriate fee prior to commencement of the construction activities as stated in the General Permit. The SWPPP for construction sites covered under the General Permit shall be developed and maintained at each construction site, prior to any land disturbance, and made available upon request.

7. Stanford shall monitor the effectiveness of storm water pollution prevention best management practices at all construction sites before and during storm events occurring during the construction period and shall provide monitoring information to the County Planning Office as part of the Annual Report or upon request by the Planning Office.
8. Prior to issuance of any building permit or grading permit, Stanford shall perform a survey to determine the presence and location of wells within the proposed building site. If any such wells are located on the site, Stanford shall perform an investigation to verify that the well was properly abandoned. If Stanford cannot confirm that the well was properly abandoned, Stanford shall take steps to locate and abandon the well in accordance with State and local standards. Stanford shall contact the Santa Clara Valley Water District to locate existing inactive wells and to confirm procedures for abandonment.
9. For any proposed construction, demolition, grading, or landscaping within 50 feet of the top of a bank of a Santa Clara Valley Water District water course, Stanford shall obtain a permit from the Santa Clara Valley Water District. This permit shall be provided to the County prior to issuance of a building or grading permit.
10. Within the boundaries of the unconfined zone shown on Figure 6, Stanford shall not engage in new land uses or practices (e.g., storage of chemicals in single wall tanks, application of pesticides that could be transported down to the groundwater supply) that could pose a threat to the groundwater quality or supply. Stanford shall notify any leaseholders within the unconfined zone of these requirements and shall require their compliance with this condition. The County Planning Office shall monitor compliance with this condition through the annual monitoring process.

O. Cultural Resources

1. For any building project that involves demolition of a structure that is 50 years old or more, Stanford shall submit an assessment of the structure regarding its eligibility for listing to the County Planning Office. If the County Planning Office determines that the structure is listed or potentially eligible for listing on a federal, state, or local list of historic resources, or is a potential historic resource, then a site-specific analysis of the impact and any feasible mitigation measures shall be prepared as part of the environmental review of the project and the demolition will be referred to the Santa Clara County Historic Heritage Commission for its recommendation prior to County consideration of approval of a demolition permit.
2. For any proposed building project that involves remodeling, alteration, or a potential physical effect on a structure that is 50 years old or more, Stanford shall meet the following requirements:
 - a. If the structure is included in the Santa Clara County Heritage Resource Inventory, or is determined by the County Planning Office to be eligible for listing or is a potential historic resource, the remodeling shall be conducted following the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings, or the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (1995).
 - b. If the structure is not on the County Inventory, but is 50 or more years old, Stanford shall assess the structure to evaluate whether it appears eligible for inclusion in the Inventory, and will submit its assessment to the County Planning Office. If the County Planning Office determines that the structure is potentially eligible for the Inventory, or is a potential historic resource, the County Planning Office will submit the assessment to the Santa Clara County Historic Heritage Commission for review. If the structure is determined to be eligible for listing on the County Inventory, then the mitigation described in Condition O.2.a shall be required.
3. Stanford shall provide a map to the County Planning Office, to be maintained as a confidential

record, that shows the location of all known prehistoric and historic archaeological resources in the unincorporated Santa Clara County portion of Stanford lands. All site assessments and monitoring shall be conducted and mitigation measures identified by either the Stanford Campus Archaeologist or an independent archaeologist retained by the County at Stanford's expense, at the discretion of the County Planning Office; if such work is performed by Stanford's archaeologist, the assessment, mitigations, and/or monitoring reports shall be forwarded to the County Planning Office for review at Stanford's expense. Impacts from individual projects on prehistoric and historic archaeological resources shall be addressed as specified below:

- a. If a proposed building project is sited on a mapped prehistoric archaeological site, an independent qualified archaeologist retained by the County at the expense of Stanford shall conduct further site-specific analysis to determine whether a significant impact would occur and to identify appropriate mitigation. Site-specific mitigation shall be identified in accordance with the provisions of Section 21083.2 of the Public Resources Code.
- b. In the event that previously unidentified historic or prehistoric archaeological resources be discovered during building 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.
- c. Construction monitoring for historic or prehistoric archaeological resources shall be conducted at any time ground-disturbing activities (greater than 12 inches in depth) are taking place in the immediate vicinity of cultural 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.
- d. 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 coroner. 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.

4. 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.

P. Public Services and Utilities

1. Stanford shall continue to provide funding for the Stanford Police Department to maintain at least one sworn officer on staff for each 1,000 additional daytime population at Stanford. Within 60 days of

GUP approval, Stanford shall enter into a Law Enforcement Agreement with and to the satisfaction of the County of Santa Clara Office of the Sheriff which sets forth the terms and conditions under which the Stanford University Department of Public Safety will be allowed to undertake law enforcement activities on the Stanford campus. The issues addressed in the Law Enforcement Agreement shall include, but not be limited to, qualifications and training of personnel, reporting relationships, the on-site presence of personnel reporting directly to the County Sheriff with full cost-recovery, and access to information by the Office of the Sheriff and the public. A copy of the final Law Enforcement Agreement shall be provided to the County Planning Office for purposes of monitoring compliance with this condition.

2. Stanford shall provide funding through contracts for fire protection services to maintain at least 0.88 fire suppression personnel for each 1,000 additional daytime population at Stanford. The contracted fire protection services provider shall review the need for additional equipment in response to the increased population, and Stanford shall fund this new equipment as necessary. Funding for personnel and equipment shall be provided as agreed upon by the contracted fire protection services provider and Stanford.

3. In the event that the contracted fire protection services provider notifies Stanford of lengthened response times due to increased traffic congestion or modified routes as a result of development pursuant to the GUP, new routes shall be developed by Stanford for use by the contracted fire protection services provider in order to maintain adequate response times.

4. Within twelve months of General Use Permit approval, Stanford shall prepare and submit to the County Planning Office for review and approval a Water Conservation and Recycling Master Plan, which will identify measures for reducing potable water use on campus. Measures included in the plan may be required as conditions of approval for proposed building projects and/or through the annual General Use Permit monitoring process. The overall goal of the plan shall be to ensure that Stanford does not exceed its allocation of 3.033 million gallons per day (mgd). Increased water withdrawals from creeks shall not be used to meet this goal. The plan shall address the following items:

- a. Mechanisms for use of recycled water for turf and landscaping irrigation, toilet flushing, and other appropriate activities;
- b. Measures to reduce domestic water use in existing buildings;
- c. Continued and new water conservation measures for new and remodeled buildings; and
- d. Methods to reduce use of water for irrigation.

5. If Stanford exceeds its annual daily average water allocation of 3.033 mgd from the San Francisco Water Department for any calendar year, it shall do at least one of the following: (1) reduce its water consumption; (2) apply for an increase in its water allocation; and/or (3) seek other sources of water. If Stanford exceeds its existing water allocation prior to obtaining an increase in water allocation from the San Francisco Water Department, the County Planning Office may suspend processing of all development applications until such time as Stanford is able to reduce its water consumption to a rate at or below its allocation, or obtains other sources of water. Increased water withdrawals from creeks shall not be used to meet the requirements of this condition.

6. With any application for a proposed building project, Stanford shall submit information on existing capacity and expected wastewater generation for the affected portion of the wastewater collection system. If the County Building Office determines that the affected portions of the existing collection system on Stanford lands and/or at connection points with the City of Palo Alto's collection system are undersized relative to the expected wastewater generation, Stanford shall replace these lines with larger diameter pipes and make other improvements determined necessary by the County. The improvements shall be required prior to the approval of projects that would exceed existing capacity. Any expansion of facilities shall be limited to that needed to serve development authorized by this GUP.

7. As required by the Palo Alto Unified School District (PAUSD), Stanford shall pay school impact fees to the PAUSD for any development under the General Use Permit prior to approval of any building permits.

8. At the written request of any neighboring jurisdiction which is supported by substantial evidence that Stanford would not provide adequate community services to new campus residents associated with proposed development under the GUP, Stanford shall fund an independent Community Services Study to be undertaken by or prepared under the direction of the County Planning Office. The Community Services Study shall define appropriate service levels for the Stanford community, shall analyze the amount and types of community services required to serve the population associated with the development project for which approval is sought, and shall indicate whether Stanford provides or would provide those services at appropriate levels. In lieu of funding separate studies for each development project approved pursuant to this GUP, Stanford may elect to fund one Community Services Study analyzing all proposed development under the GUP. If the Community Services Study concludes that Stanford would not provide sufficient community services to serve the proposed project(s), Stanford shall be required to provide these services either directly through construction and operation of the necessary facilities, or indirectly through payment of an in-lieu fee. If Stanford elects to pay the in-lieu fee, the amount of the fee shall be determined by the County Planning Commission based on the analysis in the Community Services Study. At the County's discretion, the in-lieu fee shall be paid either to the County of Santa Clara or other affected jurisdictions within a 6-mile radius of Stanford. Compliance with this condition must occur prior to issuance of a certificate of occupancy for the development project(s) for which the community services are needed.

Q. Air Quality

1. Stanford shall comply with all control measures required or recommended by the Bay Area Air Quality Management District (BAAQMD) for construction activities, as appropriate for each proposed building project.

2. Stanford shall require all construction contractors to properly maintain the equipment and, where feasible, use clean fuel equipment and emissions control technology (e.g., CNG-fired engines, catalytic converters, particulate traps, turbocharged/intercooled engines, 4° of retard for engine timing) for diesel-powered engines. Measures to reduce diesel emission are considered feasible when they are capable of being used on equipment without interfering substantially with equipment performance.

3. For any proposed building project that contains more than 25,000 square feet of laboratory space or 50 fume hoods, Stanford shall conduct a risk screening analysis and obtain a permit from the BAAQMD for the proposed building project; this permit may be required either prior to or as a condition of approval of the proposed building project.

R. Noise

1. Construction practices shall comply with the requirements of the County of Santa Clara Noise Ordinance. Detailed construction noise reduction measures shall be determined through future environmental review for proposed building projects and incorporated into the conditions of approval for each project, particularly where off-campus or residential receptors would be affected by construction. Potential measures may include:

- a. Use of construction equipment and technology that reduces noise generated by machinery;
- b. Construction of 8 to 10 foot high temporary walls along the property lines of the project site immediately adjacent to off-campus residential areas, where possible, at the beginning of construction, to be maintained for the duration of construction activities;
- c. Coordination of classroom relocations with school faculties before demolition or site preparation;

- d. For construction activities that would affect sensitive noise receptors off-campus or in areas designated Campus Residential in the Community Plan, advance and regular notification of construction activity schedules to potentially affected residents.
- e. Stanford shall post at least one sign no smaller than 1,296 square inches at all active construction sites. The sign shall contain the name and telephone number or e-mail address of the appropriate Stanford person the public may contact to report alleged violations of this Condition R.1 or to register a complaint about construction noise associated with building projects under this GUP. Stanford shall keep a written record of all such complaints and shall provide copies of these records to the County Planning Office as part of the annual report process. One sign may be used to meet the requirements of this Condition and Condition G.12.i.

2. Construction hours shall be limited as specified in the Santa Clara County Noise Ordinance. For construction in areas within 150 feet of the City of Palo Alto city limits, construction shall be limited to the hours of 8:00 a.m. to 7:00 p.m. Monday through Friday, 9:00 a.m. to 7:00 p.m. Saturday, and prohibited on Sundays and holidays.

3. The following measures shall be required to reduce operational noise resulting from development under the General Use Permit:

- a. Mechanical equipment for proposed academic building projects located within 50 feet of a residence shall be acoustically engineered. The final engineering design of facilities with such equipment shall be reviewed by a qualified acoustical engineer, with the review submitted to the County Planning Office as part of the proposed building project application. Building design shall incorporate mufflers, enclosures, parapets, and other noise attenuating devices.
- b. Proposed building projects shall incorporate design measures to locate noise sources such as loading zones, trash bins, and mechanical equipment as far away from the noise sensitive receptor locations as possible.
- c. All operational noise sources shall comply with the County Noise Ordinance.
- d. Noise from special events, including but not limited to fireworks displays and events where large numbers of people are gathered, shall comply with the County Noise Ordinance.

4. Fireworks displays will be permitted at no more than two events per calendar year unless an entertainment event license is obtained from the Planning Office.

5. Stanford shall maintain a hotline to which community members may report noise complaints. The hotline shall be staffed during all outdoor special events with attendance greater than 10,000 persons or where amplified sound is used. All calls to the hotline shall be reported to the County on an annual basis as part of the Annual Report process. Stanford may petition the County Planning Commission for removal of this hotline requirement after two years from the effective date of this GUP if there is no demonstrated need for the hotline.

S. Additional Conditions

1. Applicant's Acceptance of Conditions of Approval. Within 60 days after the final approval of the GUP by the Board of Supervisors, Stanford shall, in writing on a form provided by the County, accept the GUP and agree to be bound by, comply with, and do all things required of Stanford under the conditions of the GUP. The GUP shall not have any force or effect prior to the time that such signed acceptance has been submitted to the Planning Director. If such acceptance is not submitted before the expiration of the 60-day period, it shall not thereafter be accepted and the GUP shall thereupon lapse and be null and void, except with respect to those provisions and conditions of the GUP which authorize residential development and establish conditions with respect thereto, which shall remain valid and enforceable.

Figures

Figure 1: Development Districts

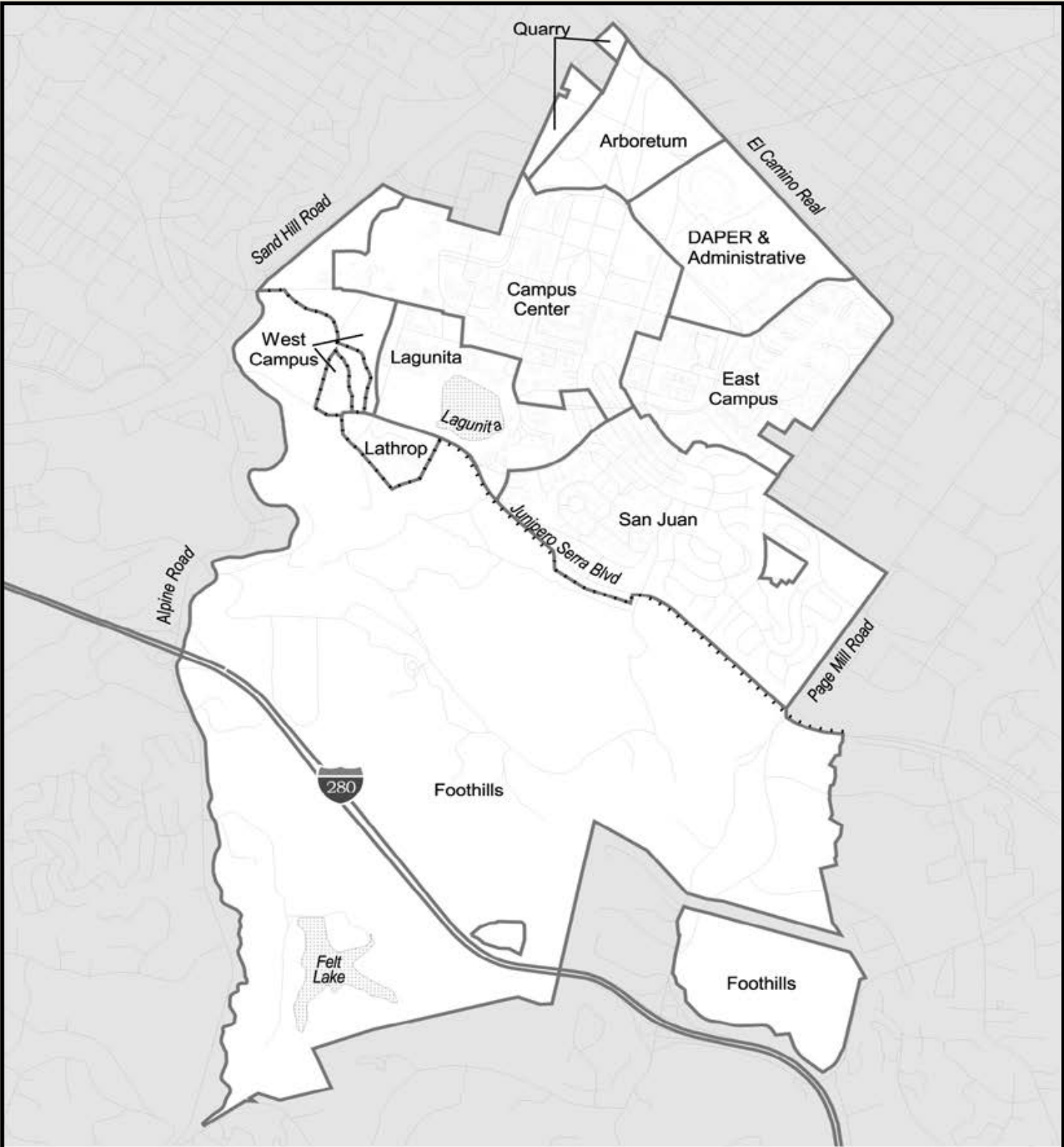
Figure 2: Housing Sites

Figure 3: Traffic Monitoring Cordon Locations

Figure 4: Lathrop District Developable Areas

Figure 5: Watershed and Groundwater Recharge Areas

Appendix A, Figure 1: Development Districts

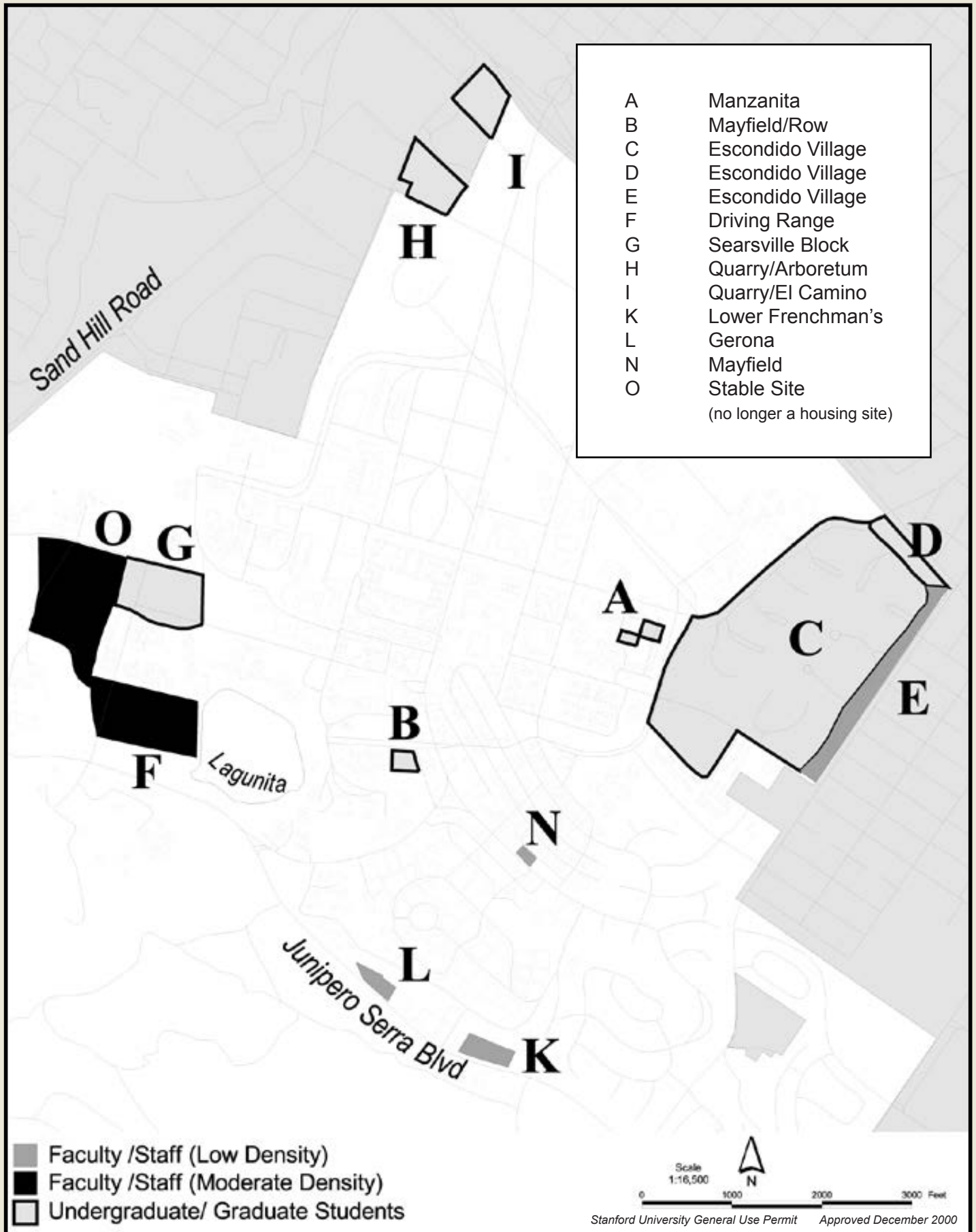


— Development District Boundaries



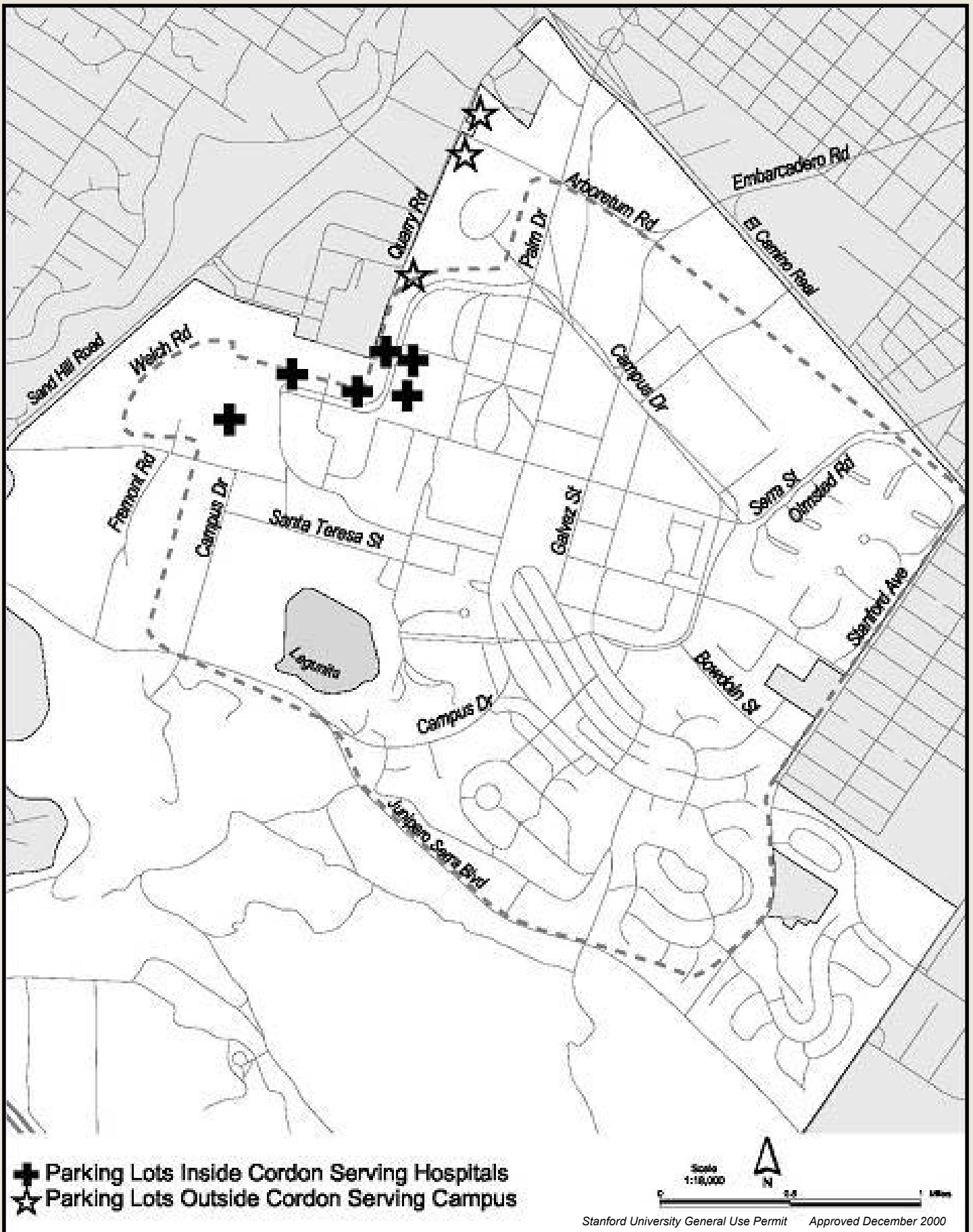
Stanford University General Use Permit Approved December 2000

Appendix A, Figure 2: Housing Sites

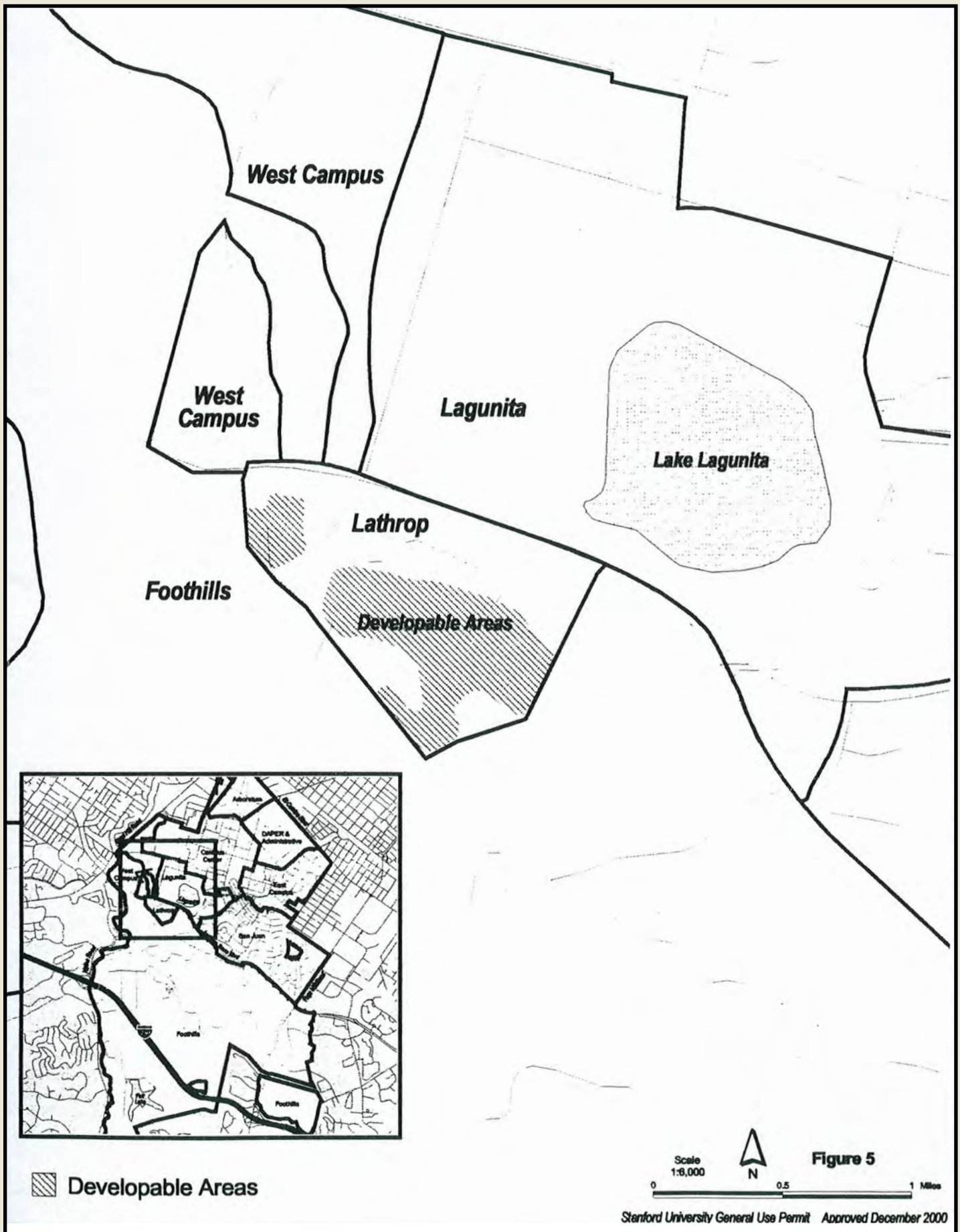


Stanford University General Use Permit Approved December 2000

Appendix A, Figure 3: Traffic Monitoring Cordon Locations

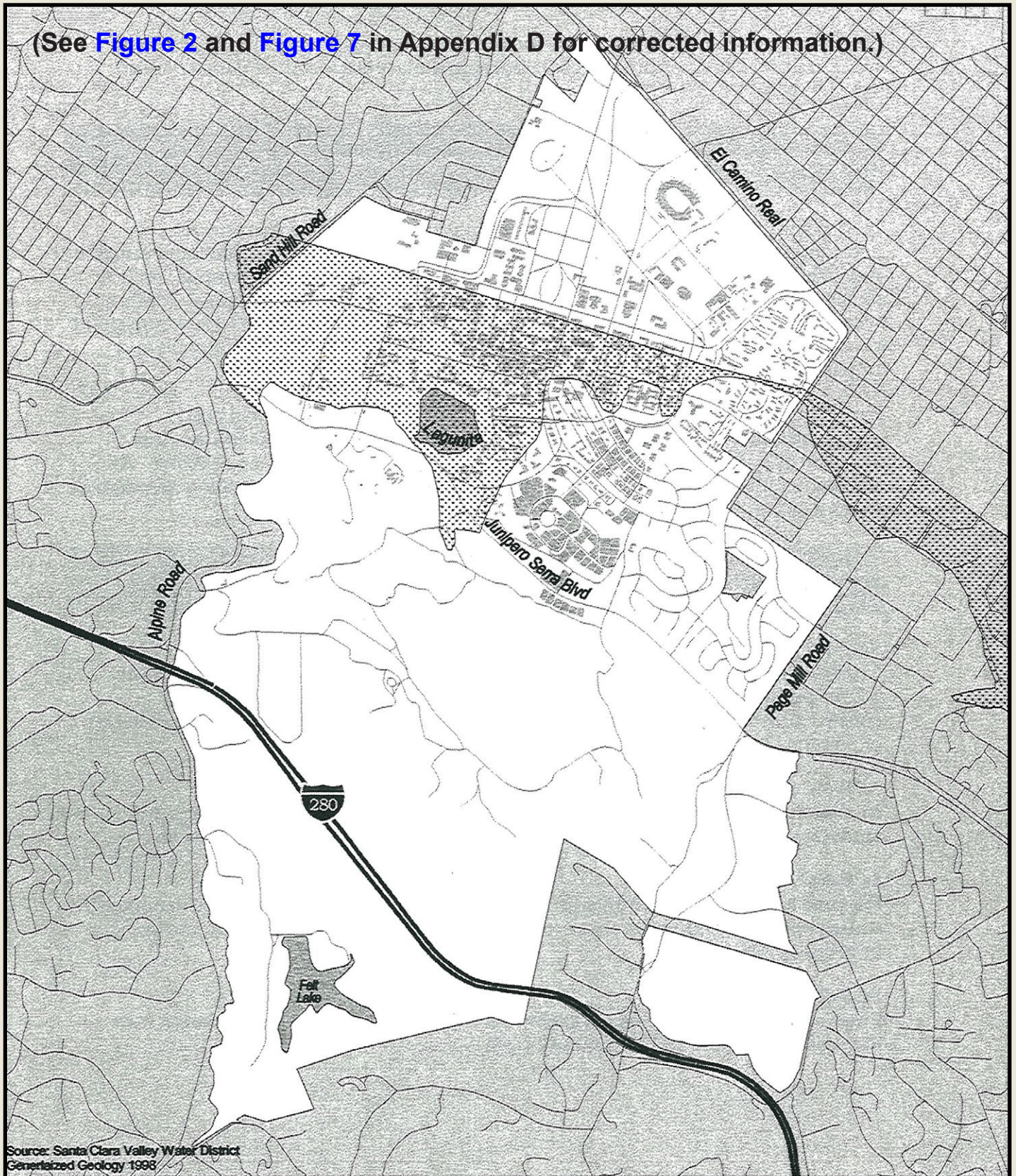


Appendix A, Figure 4: Lathrop District Developable Areas




Appendix A, Figure 5: Watershed and Groundwater Recharge Areas

(See [Figure 2](#) and [Figure 7](#) in Appendix D for corrected information.)



Source: Santa Clara Valley Water District
Generalized Geology 1998

 Unconfined Zone
(where groundwater recharge can occur)

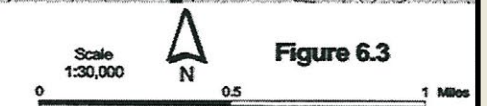


Figure 6.3

Stanford University Community Plan Adopted December 2000



**“GUP Checklist” for Projects Proposed Under
Stanford’s 2000 General Use Permit**

Revised: August 2014
Replaces: August 2013

“GUP Checklist” for Projects Proposed Under Stanford’s 2000 General Use Permit

Project Description / Tracking Information

Date of Data Sheet submittal:

Status of Data (check): PRELIMINARY (not yet constructed) or AS-BUILT

Project Manager Name:

Email:

Phone:

Address:

City:

State:

Zip:

Project name:

Brief project description (including schedule requirements):

County File Number:

Assessor Parcel Number:

Address of Project:

City:

State:

Zip:

Stanford Quad and Building Number:

Development District:

Watershed: SAN FRANCISQUITO CREEK or MATADERO CREEK

Land Use Designation:

Zoning Designation:

County Approval Information:

Type of Approval:

Date of Approval:

Type of Project (academic, academic support, residential, other):

Number of net housing units (if applicable):

	<i>ASA Application</i>	<i>Building Permit</i>	<i>Project Completion</i>
<i>Units constructed (faculty/staff)</i>			
<i>Beds constructed (student)</i>			
<i>Existing units / beds demolished</i>			
<i>Net change in units/beds</i>			

Amount of building gross square footage (if applicable):

	ASA Application	Building Permit Total*	Project Completion
New construction (gsf)			
Demolition of existing structure (gsf) (attach demo permit when received)			
Net change in gsf			

A.2.c Is the project included in the 50,000 gsf of temporary surge trailers?

YES NO If yes, then square footage does not count toward 2000 GUP square footage.

A.3.a Is the project included in the 40,000 gsf of new child care or community centers?

YES NO If yes, then square footage does not count toward 2000 GUP square footage.

* Note: If there are multiple building permits or demolition permits, provide building permit numbers and associated square footage here:

Number of net new parking spaces (if applicable):

	ASA Application	Building Permit	Project Completion
New parking spaces			
Removal of existing spaces			
Net change in parking spaces			

H.1 Is this parking located in the “Campus Residential - Low Density” or “Campus Residential - Medium Density” areas and is it intended to serve faculty/staff housing?

YES NO

Net change in impervious surface (sq. ft.) with proposed project:

	ASA Application	Building Permit	Project Completion
Existing impervious surface on project site (sf)			
Post-project impervious surface (sf)			
Net change in impervious surface			

Impervious surface calculations performed by:

* Note: must be a California certified architect or civil engineer

Summary of C.3 regulation approach (couple of sentences):

Removal / relocation of trees greater than 12” dbh:

	<i>ASA Application</i>		<i>Building Permit</i>		<i>Project Completion</i>	
<i>Number of trees removed</i>	Oaks:	Non-oaks:	Oaks:	Non-oaks:	Oaks:	Non-oaks:
<i>Number of trees relocated</i>	Oaks:	Non-oaks:	Oaks:	Non-oaks:	Oaks:	Non-oaks:
<i>Number of replacement trees planted</i>	Oaks:	Non-oaks:	Oaks:	Non-oaks:	Oaks:	Non-oaks:

Palo Alto Unified School District Fee (if not required for project, state reason):

Date:

Amount:

Affordable Housing in-lieu fee payment (if not required for project, state reason):

Rate:

Total Payment:

Date submitted:

Summary of SWPPP compliance (completed at end of project):

Water conservation measures employed (completed at end of project):

List of noise complaints (Completed at end of project):

Results of any required special studies (e.g. special status plants, bird nest surveys. Completed at end of project):

Project Specific Studies and Requirements

F.6.a How will the affordable housing requirement for academic development be met?

Check one:

1 affordable housing unit for each 11,773 square feet of academic development, OR

An appropriate in-lieu cash payment. If the fee is chosen, the County will require the fee through the ASA Conditions of Approval and calculate the amount required at the time of Building Permit. It will be paid by Stanford prior to Certificate of Occupancy, OR

Not Applicable

F.8 Has the following housing linkage requirement for academic projects been met?

<i>Academic Development (gsf)</i>	<i># housing units through framing inspection</i>
500,000	505
1,000,000	1,210
1,500,000	1,815
2,035,000	2,420

YES NO N/A

G.11 Is the proposed project one of the following: Escondido Village housing in excess of 100 units, West Campus or Lagunita district faculty/staff housing, Performing Arts Center, expansion/replacement of basketball arena, Stanford Avenue faculty/staff housing, a parking lot or structure with a net increase of 400 or more spaces, or a project of similar size and scale?

YES NO If yes, Stanford must submit a project-specific traffic study.

I.1 Is the project located on a designated San Juan faculty/staff housing project site?

YES NO If yes, the project must be consistent with Stanford's Program for Replacement of Recreational Facilities Improvements in the San Juan District.

K.1 Is the proposed project located in riparian, disturbed riparian, oak woodland, annual grassland-oak woodland, or modified oak woodland areas?

YES NO If yes, the County will retain an independent qualified biologist to conduct focused surveys for special-status plants (surveys for early-blooming plants are in March/April and late-blooming plants are in June to October). If such plants are identified, Stanford will comply with the associated conditions of approval.

K.2 Does the proposed project require pre-construction surveys for breeding raptors and migratory birds?

YES NO Pre-construction surveys of trees within 500 feet of the project site may be required if construction activities begin or become more intensive between February 1 and August 31. Construction is expected to begin:

K.3 Is the proposed project located in an oak woodland area?

YES NO If yes, Stanford must create or restore oak woodland habitat in the ratio of at least 1.5 to 1.

K.4 Does the proposed project result in the removal of trees greater than 12” dbh?

YES NO

If yes, any “protected” trees must be replaced according to the ratios required by this condition (3 to 1 for oaks and 1 to 1 for non-oaks). Please check the appropriate box regarding replacement ratios:

The removed trees will be replaced according to the ratios in this condition.

The removed trees will not be replaced at the ratios because they meet the exemptions in the tree ordinance (e.g. dead or dying).

The removed trees will not be replaced at the ratios because they are not “protected” (i.e., they were not shown in a prior ASA landscape plan).

K.5 Is the proposed project located within areas defined as jurisdictional wetlands on the “Wetlands/Waters of the U.S. Jurisdictional Delineation map” dated June 24, 2002?

YES NO If yes, Stanford will comply with the associated conditions of approval. (Note: Proposed projects south of JSB could require analysis for potential wetlands).

L.2 Is the proposed building located along Stanford Avenue?

YES NO If yes, Stanford must submit a landscape plan and provide for a minimum 25-foot setback and maximum 30-foot height.

L.3 Does the proposed project have exterior light sources?

YES NO If yes, Stanford must submit lighting details with the building permit that will show that state-of-the-art illuminaries will be used where necessary, with high-beam efficiency, sharp cut-off, and glare and spill control. Upward glow will not be allowed in residential or academic uses.

L.4 Is the proposed project located in the Lathrop district?

YES NO If yes, the project must be restricted to the areas shown in Figure 5 of the Conditions of Approval.

M.1 Does the proposed building project include hazardous materials that are regulated by the California Accidental Release Prevention (CalARP) Law requirements?

YES NO If yes, the application must include the projected quantities and types by hazard category as specified in the County Fire Code (i.e., flammable liquids, corrosives, etc.) for those materials found on CalARP’s list.

N.1 Is the project located in the Stock Farm Monocline?

YES NO If yes, Stanford must have an Engineering Geologist review project plans and submit comments to the County Geologist, prior to issuance of a building permit.

N.2 Does the proposed project result in an increase in impervious surface beyond the amount mitigated by detention basins constructed to provide mitigation?

YES NO

- N.4 Is the proposed project located in the Groundwater Recharge Area (the Unconfined Zone on the “Approximate Boundary of Unconfined Zone near Stanford Campus” map provided by SCVWD, July 2001)?
- YES NO Stanford is in the process of preparing a campus-wide groundwater recharge plan to mitigate lost recharge from all projects in the Unconfined Zone. In the meantime, Stanford has initiated an interim plan for such projects: additional creek-diverted water conveyed to Lagunita for percolation.
- N.8 Are any wells located within the project site?
- YES NO If yes, Stanford shall take steps to verify that the well was properly abandoned. If Stanford cannot confirm the well was properly abandoned, Stanford will take steps to locate and abandon the well.
- N.10 Is the proposed project located in the Groundwater Recharge Area and does the proposed project result in a new land use or practice (e.g., storage of chemicals in single wall tanks, application of pesticides that could be transported down to the groundwater supply) that could affect groundwater quality or supply?
- YES NO If yes, these new land uses or practices must be evaluated to determine whether they pose a threat to groundwater quality or supply.
- O.1 Does the proposed project result in the demolition of any structure more than 50 years old?
- YES NO If yes, Stanford must submit an assessment of the structure regarding its eligibility for listing, if the structure is not already listed in the County Inventory.
- O.2 Does the proposed project result in the remodeling or alteration of the exterior of a structure that is over 50 years old?
- Yes, however, no assessment is required because the project involves basic maintenance, repair, or replacement in kind. Stanford has marked project plans.
- Yes, however, no assessment is required because the project involves exterior remodeling or alteration that will comply with Secretary of Interior (SOI) standards, if such standards were to apply. Stanford has included a letter in the application documenting compliance with the SOI standards.
- Yes, Stanford has included a DPR (Primary Record) form in the application.
- No, the existing building is less than 50 years old, or there is no existing building.
- O.2 Does the proposed project result in remodeling or alteration of the interior of primary public spaces in the Cantor Arts Center / Stanford Museum, Memorial Church, Art Gallery, Hoover Tower, Cobb Track and Angell Field, Memorial Hall, Dinkelspiel Hall, Frost Amphitheater, or the Burnham Pavilion / Ford Center?
- YES NO If yes, County may review interiors for compliance with Secretary of Interior standards.
- O.2 Could the new project result in a potential physical effect by being located within 75 feet of a structure that has been listed on, or was previously found to be eligible for listing, on the California Register or National Register?
- YES NO If yes, the application shall include a letter confirming the new building construction is compatible with the historic structure.

O.3 Is the proposed project located in a mapped historic or prehistoric archaeological site?

YES NO If yes, the County will conduct further site-specific analysis.

_____ Initials by Laura Jones, Director of Heritage Services and University Archaeologist, confirms that the project is not in a mapped historic or prehistoric archaeological site.

P.6 Does the application include information of existing capacity and expected waste-water generation for the affected portion of the wastewater collection system?

YES NO

Q.3 Does the proposed project contain more than 25,000 square feet of laboratory space and 50 fume hoods?

YES NO If yes, Stanford must provide a risk screening analysis and obtain a permit from BAAQMD.

I certify that these data are accurate for PRELIMINARY or AS-BUILT plans.

Form completed by:

Reviewed by Stanford LUEP Office Staff:



Guidance for Completing the GUP Checklist

*Revised: Aug. 2014
Replaces: Nov. 2009*

“GUP Checklist” for Projects Proposed Under Stanford’s 2000 General Use Permit

Project Description / Tracking Information

Date of Data Sheet submittal:

Status of Data (check): PRELIMINARY (not yet constructed) or AS-BUILT

Project Manager Name:

Email:

Phone:

Address:

City:

State:

Zip:

Project name:

Brief project description (including schedule requirements):

County File Number:

← Talk to County Planner in advance of submitting application to get a file number.

Assessor Parcel Number:

Address of Project:

City:

State:

Zip:

Stanford Quad and Building Number:

Development District:

See Appendix D, Fig. 1. List all development districts if the project covers more than one.

Watershed: SAN FRANCISQUITO CREEK

or MATADERO CREEK

See Appendix D, Fig. 2. Some projects may cover both watersheds.

Land Use Designation:

See Appendix D, Fig. 3.

Zoning Designation:

County Approval Information:

Type of Approval:

Date of Approval:

Type of Project (academic, academic support, residential, other):

Number of net housing units (if applicable):

	ASA Application	Building Permit	Project Completion
<i>Units constructed (faculty/staff)</i>			
<i>Beds constructed (student)</i>			
<i>Existing units / beds demolished</i>			
<i>Net change in units/beds</i>			

Both student beds and faculty/staff units count as housing units.

← These boxes should be used to document project changes after the ASA is approved.

Amount of building gross square footage (if applicable):

	ASA Application	Building Permit Total*	Project Completion
New construction (gsf)			
Demolition of existing structure (gsf) (attach demo permit when received)			
Net change in gsf			

↑ Gross square feet for new construction and demolition is counted in accordance with the California Gov. Code Section 65995-65998, described in the Santa Clara County Letter of Sep 23, 2009. See Appendix E, Exhibit 9.

A.2.c Is the project included in the 50,000 gsf of temporary surge trailers?

YES NO If yes, then square footage does not count toward 2000 GUP square footage.

A.3.a Is the project included in the 40,000 gsf of new child care or community centers?

YES NO If yes, then square footage does not count toward 2000 GUP square footage.

* Note: If there are multiple building permits or demolition permits, provide building permit numbers and associated square footage here:

Number of net new parking spaces (if applicable):

	ASA Application	Building Permit	Project Completion
New parking spaces			
Removal of existing spaces			
Net change in parking spaces			

If any of the proposed spaces are not part of the parking inventory (i.e. permit, service vehicle, visitor, residential, etc.), please note in your application. Please discuss with LUEP prior to submission.

H.1 Is this parking located in the “Campus Residential - Low Density” or “Campus Residential - Medium Density” areas and is it intended to serve faculty/staff housing?

YES NO

Net change in impervious surface (sq. ft.) with proposed project:

	ASA Application	Building Permit	Project Completion
Existing impervious surface on project site (sf)			
Post-project impervious surface (sf)			
Net change in impervious surface			

Letters confirming flood control, usage of regional detention facilities will be prepared by the Civil Infrastructure Manager. Please send total project area and impervious surface numbers to the Civil Infrastructure Manager. Impervious surface area is defined as asphalt, concrete, and rooftops.

Impervious surface calculations performed by:

* Note: must be a California certified architect or civil engineer

Summary of C.3 regulation approach (couple of sentences):

Removal / relocation of trees greater than 12” dbh:

	ASA Application		Building Permit		Project Completion	
Number of trees removed	Oaks:	Non-oaks:	Oaks:	Non-oaks:	Oaks:	Non-oaks:
Number of trees relocated	Oaks:	Non-oaks:	Oaks:	Non-oaks:	Oaks:	Non-oaks:
Number of replacement trees planted	Oaks:	Non-oaks:	Oaks:	Non-oaks:	Oaks:	Non-oaks:

Palo Alto Unified School District Fee (if not required for project, state reason):

Date:

Amount:

[Consult Fees section \(Pages 11 and 12\) for further detail.](#)

Affordable Housing in-lieu fee payment (if not required for project, state reason):

Rate:

[Consult Fees section \(Pages 11 and 12\) for further detail.](#)

Total Payment:

Date submitted:

Summary of SWPPP compliance (completed at end of project):

Water conservation measures employed (completed at end of project):

List of noise complaints (Completed at end of project):

Results of any required special studies (e.g. special status plants, bird nest surveys. Completed at end of project):

Project Specific Studies and Requirements

F.6.a How will the affordable housing requirement for academic development be met?

Check one:

1 affordable housing unit for each 11,773 square feet of academic development, OR

An appropriate in-lieu cash payment. If the fee is chosen, the County will require the fee through the ASA Conditions of Approval and calculate the amount required at the time of Building Permit. It will be paid by Stanford prior to Certificate of Occupancy, OR

Not Applicable

F.8 Has the following housing linkage requirement for academic projects been met?

<i>Academic Development (gsf)</i>	<i># housing units through framing inspection</i>
500,000	505
1,000,000	1,210
1,500,000	1,815
2,035,000	2,420

YES NO N/A

(This is monitored by Capital Planning and Management)

G.11 Is the proposed project one of the following: Escondido Village housing in excess of 100 units, West Campus or Lagunita district faculty/staff housing, Performing Arts Center, expansion/replacement of basketball arena, Stanford Avenue faculty/staff housing, a parking lot or structure with a net increase of 400 or more spaces, or a project of similar size and scale?

YES NO If yes, Stanford must submit a project-specific traffic study.
 (Please note that a traffic study comprises a GUP EIR Intersection Evaluation and a separate Access and Circulation Report. County staff may require a traffic study for projects over 100 units. Modified access/circulation routes may trigger an Access/Circulation Study. University LUEP Office will coordinate the scoping of this traffic study with Fehr & Peers.)

I.1 Is the project located on a designated San Juan faculty/staff housing project site?

YES NO If yes, the project must be consistent with Stanford's Program for Replacement of Recreational Facilities Improvements in the San Juan District.

K.1 Is the proposed project located in riparian, disturbed riparian, oak woodland, annual grassland-oak woodland, or modified oak woodland areas? (See Appendix D, Figure 4.)

YES NO If yes, the County will retain an independent qualified biologist to conduct focused surveys for special-status plants (surveys for early-blooming plants are in March/April and late-blooming plants are in June to October). If such plants are identified, Stanford will comply with the associated conditions of approval.
 (Note: Allow sufficient time for survey.)

K.2 Does the proposed project require pre-construction surveys for breeding raptors and migratory birds?

YES NO Pre-construction surveys of trees within 500 feet of the project site may be required if construction activities begin or become more intensive between February 1 and August 31. Construction is expected to begin:

K.3 Is the proposed project located in an oak woodland area? (See Appendix D, Figure 4.)

YES NO If yes, Stanford must create or restore oak woodland habitat in the ratio of at least 1.5 to 1.
 (A restoration plan will need to be submitted to Santa Clara County Planning Office for review and approval.)

K.4 Does the proposed project result in the removal of trees greater than 12” dbh?

YES NO

At Stanford, “protected” trees are trees that meet these conditions: (a) over 12” dbh, (b) not diseased or dying per an arborist report, or in a hazardous condition, and (c) shown on a landscape plan in a previous ASA. The above question lists the first step of determination -- whether a tree proposed for removal is greater than 12” dbh.

The list below includes possible scenarios for the removal of trees greater than 12” dbh, to determine whether they are “protected”, and the corresponding actions to be taken.

If yes, any “protected” trees must be replaced according to the ratios required by this condition (3 to 1 for oaks and 1 to 1 for non-oaks). Please check the appropriate box regarding replacement ratios:

The removed trees will be replaced according to the ratios in this condition.

If a tree proposed for removal is over 12”dbh, and will be voluntarily replaced at required ratios on the project site, the determination of whether the tree is “protected” is not necessary.

If a tree proposed for removal is over 12” dbh, is healthy and is not causing a hazard, and is shown on a previous ASA landscape plan, it is a “protected” tree and must be replaced at the required ratios.

Replacement trees must be at least 5-gallon size stock, of a like species if native, or of a species determined by the County Planning Office.

The removed trees will not be replaced at the ratios because they meet the exemptions in the tree ordinance (e.g. dead or dying).

If the tree is diseased or dying per an arborist report, or needs to be removed due to a hazardous condition, it is not “protected” and does not trigger the replacement requirements.

The removed trees will not be replaced at the ratios because they are not “protected” (i.e., they were not shown in a prior ASA landscape plan).

A tree over 12” dbh not shown in a prior ASA landscape plan is not “protected”, and does not trigger the replacement requirements.

K.5 Is the proposed project located within areas defined as jurisdictional wetlands on the “Wetlands/Waters of the U.S. Jurisdictional Delineation map” dated June 24, 2002?

YES NO If yes, Stanford will comply with the associated conditions of approval. (Note: Proposed projects south of JSB could require analysis for potential wetlands).
(See Appendix D, Figure 5 - for areas north of Junipero Serra Boulevard.)

L.2 Is the proposed building located along Stanford Avenue?

YES NO If yes, Stanford must submit a landscape plan and provide for a minimum 25-foot setback and maximum 30-foot height.
(i.e. faculty/staff housing along Stanford Ave.)

L.3 Does the proposed project have exterior light sources?

YES NO If yes, Stanford must submit lighting details with the building permit that will show that state-of-the-art illuminaries will be used where necessary, with high-beam efficiency, sharp cut-off, and glare and spill control. Upward glow will not be allowed in residential or academic uses.
(This can be included in the landscape plan.)

L.4 Is the proposed project located in the Lathrop district?

YES NO If yes, the project must be restricted to the areas shown in Figure 5 of the Conditions of Approval.
(See Appendix D, Figure 6.)

- M.1 Does the proposed building project include hazardous materials that are regulated by the California Accidental Release Prevention (CalARP) Law requirements?
- YES NO If yes, the application must include the projected quantities and types by hazard category as specified in the County Fire Code (i.e., flammable liquids, corrosives, etc.) for those materials found on CalARP's list.
(This is generally required for lab buildings or "H" occupancy buildings. Consult with Manager of Environmental Protection Programs at Stanford's EH&S department.)
- N.1 Is the project located in the Stock Farm Monocline?
- YES NO If yes, Stanford must have an Engineering Geologist review project plans and submit comments to the County Geologist, prior to issuance of a building permit.
(See Appendix D, Figure 7 - for the zone in the vicinity of the lower hinge of the Stock Farm Monocline requiring special studies.)
- N.2 Does the proposed project result in an increase in impervious surface beyond the amount mitigated by detention basins constructed to provide mitigation?
- YES NO
(Consult with Civil Infrastructure Manager in Stanford Utilities Division.)
- N.4 Is the proposed project located in the Groundwater Recharge Area (the Unconfined Zone on the "Approximate Boundary of Unconfined Zone near Stanford Campus" map provided by SCVWD, July 2001)?
- YES NO Stanford is in the process of preparing a campus-wide groundwater recharge plan to mitigate lost recharge from all projects in the Unconfined Zone. In the meantime, Stanford has initiated an interim plan for such projects: additional creek-diverted water conveyed to Lagunita for percolation.
(See Appendix D, Figure 7. Consult with Civil Infrastructure Manager in Stanford Utilities Division if project is located in Unconfined Zone.)
- N.8 Are any wells located within the project site?
- YES NO If yes, Stanford shall take steps to verify that the well was properly abandoned. If Stanford cannot confirm the well was properly abandoned, Stanford will take steps to locate and abandon the well.
(See Appendix D, Figure 8. Consult with Civil Infrastructure Manager in Stanford Utilities Division if a well is near the site, or if the project is located south of JSB. If a well is/was present, describe the actions taken for abandonment.)
- N.10 Is the proposed project located in the Groundwater Recharge Area and does the proposed project result in a new land use or practice (e.g., storage of chemicals in single wall tanks, application of pesticides that could be transported down to the groundwater supply) that could affect groundwater quality or supply?
- YES NO If yes, these new land uses or practices must be evaluated to determine whether they pose a threat to groundwater quality or supply.
(See Appendix D, Figure 7. Consult with LUEP if unsure of new land use or practice.)
- O.1 Does the proposed project result in the demolition of any structure more than 50 years old?
- YES NO If yes, Stanford must submit an assessment of the structure regarding its eligibility for listing, if the structure is not already listed in the County Inventory.
(Consult with University Archaeologist. Early consultation with County Planning is recommended.)

O.2 Does the proposed project result in the remodeling or alteration of the exterior of a structure that is over 50 years old?

Yes, however, no assessment is required because the project involves basic maintenance, repair, or replacement in kind. Stanford has marked project plans.

Yes, however, no assessment is required because the project involves exterior remodeling or alteration that will comply with Secretary of Interior (SOI) standards, if such standards were to apply. Stanford has included a letter in the application documenting compliance with the SOI standards.

Yes, Stanford has included a DPR (Primary Record) form in the application.

No, the existing building is less than 50 years old, or there is no existing building.
(Consult with University Archaeologist. Early consultation with County Planning is recommended.)

O.2 Does the proposed project result in remodeling or alteration of the interior of primary public spaces in the Cantor Arts Center / Stanford Museum, Memorial Church, Art Gallery, Hoover Tower, Cobb Track and Angell Field, Memorial Hall, Dinkelspiel Hall, Frost Amphitheater, or the Burnham Pavilion / Ford Center?

YES NO If yes, County may review interiors for compliance with Secretary of Interior standards.
(Consult with University Archaeologist. Early consultation with County Planning is recommended.)

O.2 Could the new project result in a potential physical effect by being located within 75 feet of a structure that has been listed on, or was previously found to be eligible for listing, on the California Register or National Register?

YES NO If yes, the application shall include a letter confirming the new building construction is compatible with the historic structure.
(Consult with University Archaeologist.)

O.3 Is the proposed project located in a mapped historic or prehistoric archaeological site?

YES NO If yes, the County will conduct further site-specific analysis.

_____ Initials by Laura Jones, Director of Heritage Services and University Archaeologist, confirms that the project is not in a mapped historic or prehistoric archaeological site.
(Confirm that there are no historic/prehistoric archaeological sites with initials from the University Archaeologist.)

P.6 Does the application include information of existing capacity and expected waste-water generation for the affected portion of the wastewater collection system?

YES NO *(Consult with Civil Infrastructure Manager in Stanford Utilities Division to obtain a letter documenting existing capacity. Project team must calculate expected wastewater generation for project.)*

Q.3 Does the proposed project contain more than 25,000 square feet of laboratory space and 50 fume hoods?

YES NO If yes, Stanford must provide a risk screening analysis and obtain a permit from BAAQMD.
(Consult with Manager of Environmental Protection Programs at Stanford's EH&S department.)

I certify that these data are accurate for PRELIMINARY or AS-BUILT plans.

Form completed by:

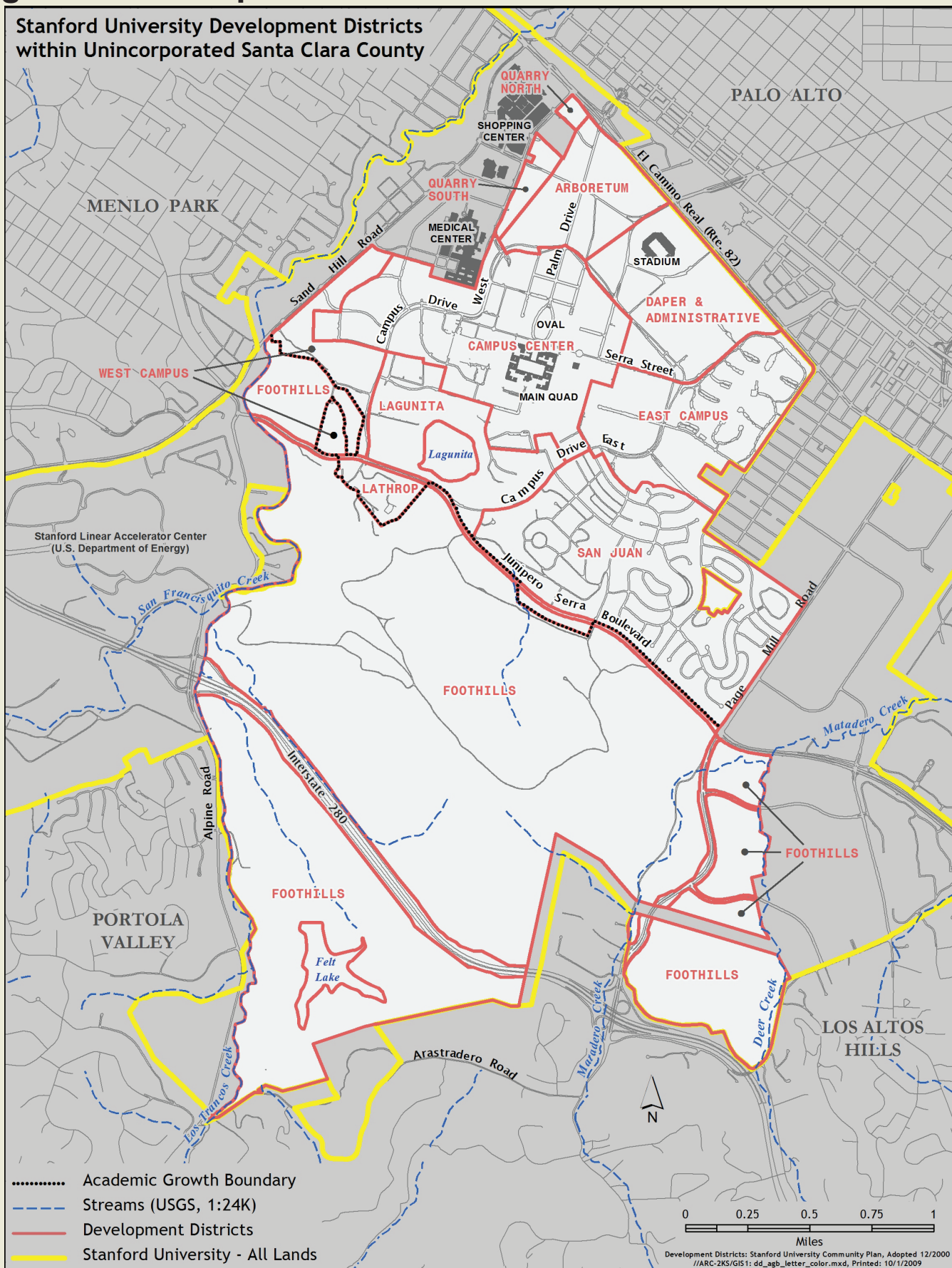
Reviewed by Stanford LUEP Office Staff:

(Typed names may be included. Signatures are required for both fields.)



Reference

Figure 1: Development Districts



NOTE: If project is near a district border, contact [Joe Ryan, GIS Specialist](#) at Land Use and Environmental Planning for an accurate answer.

Figure 2: Watershed Boundary

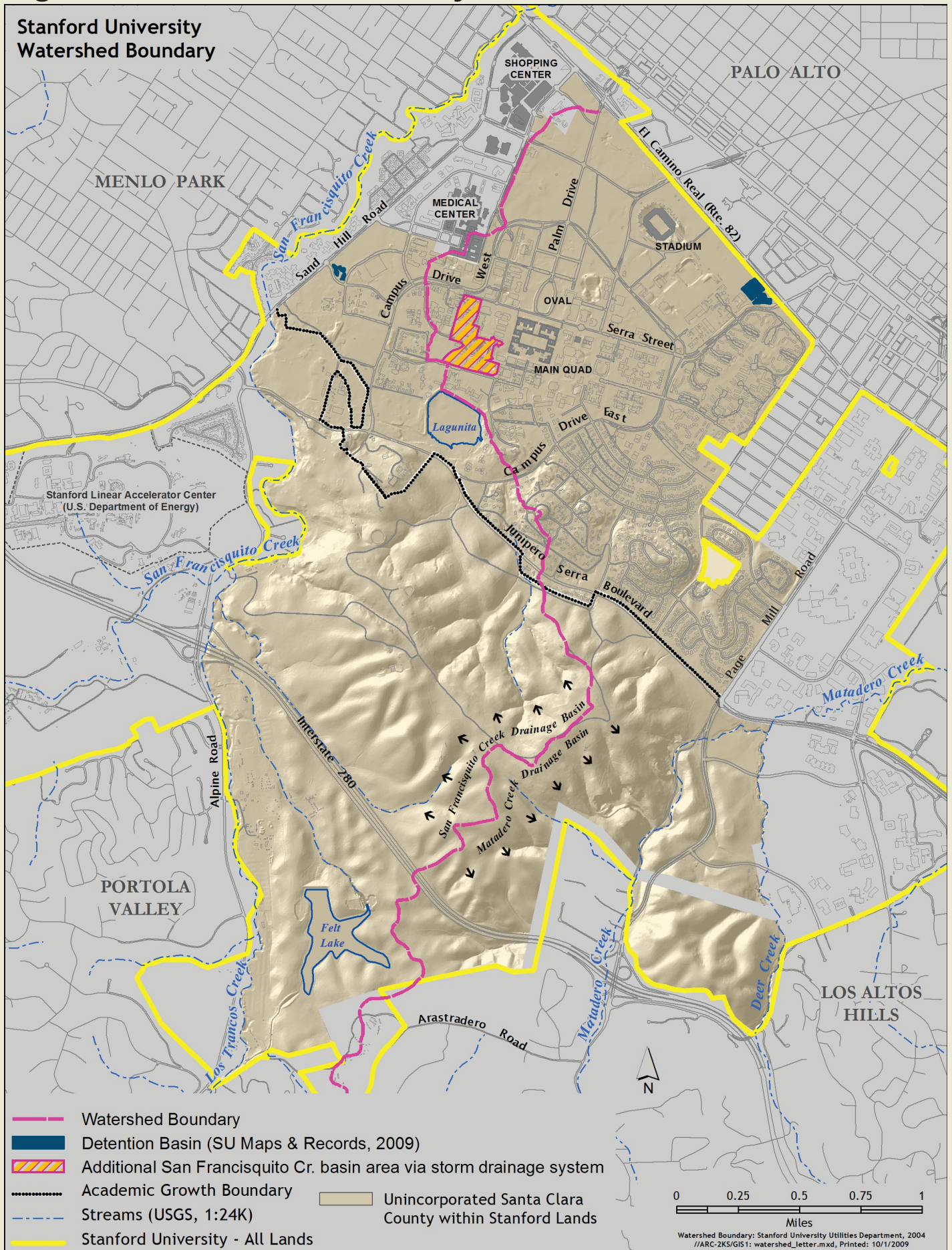
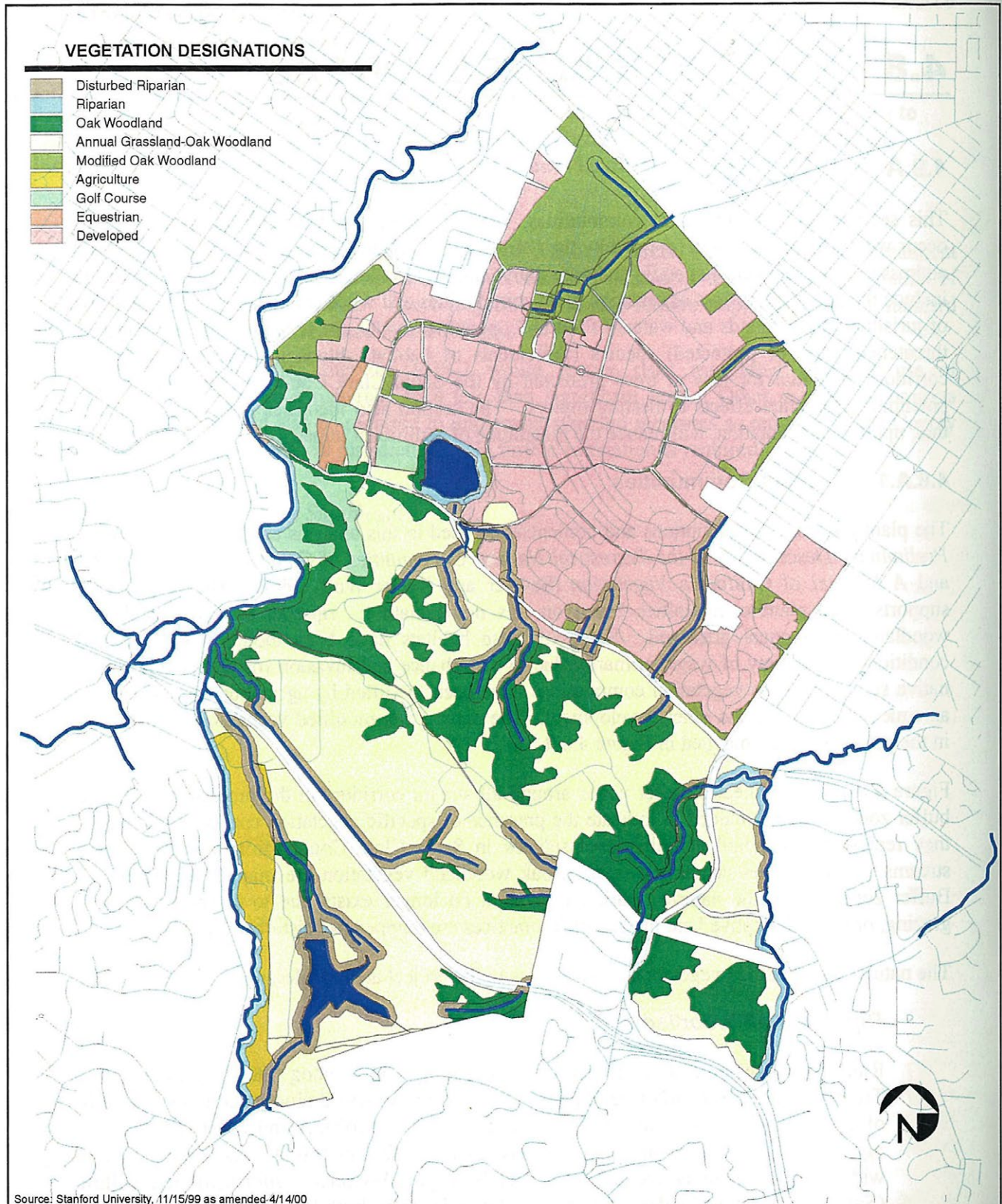


Figure 4: Vegetation Classifications

File: 736167\graphics\veg Date: 6/20/2000



Source: Stanford University, 11/15/99 as amended 4/14/00

Stanford University
CP/GUP Project EIR

STANFORD UNIVERSITY LANDS VEGETATION CLASSIFICATIONS

PARSONS
HARLAND BARTHOLOMEW
& ASSOCIATES, INC.

Figure 4.8-1

Figure 5: Wetlands Delineation



Figure 6: Lathrop Developable Areas

Stanford University, Developable Areas within the Lathrop Development District

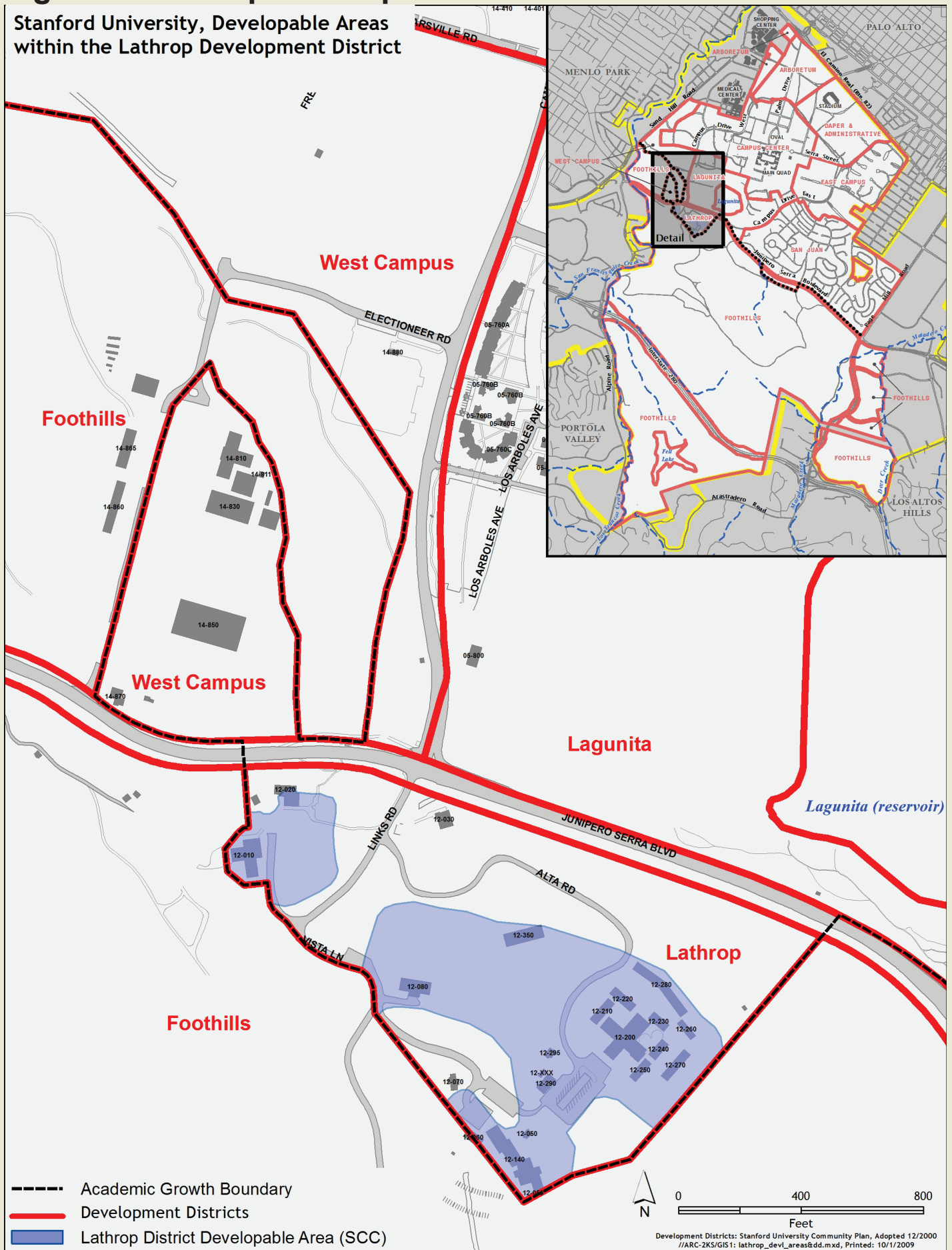
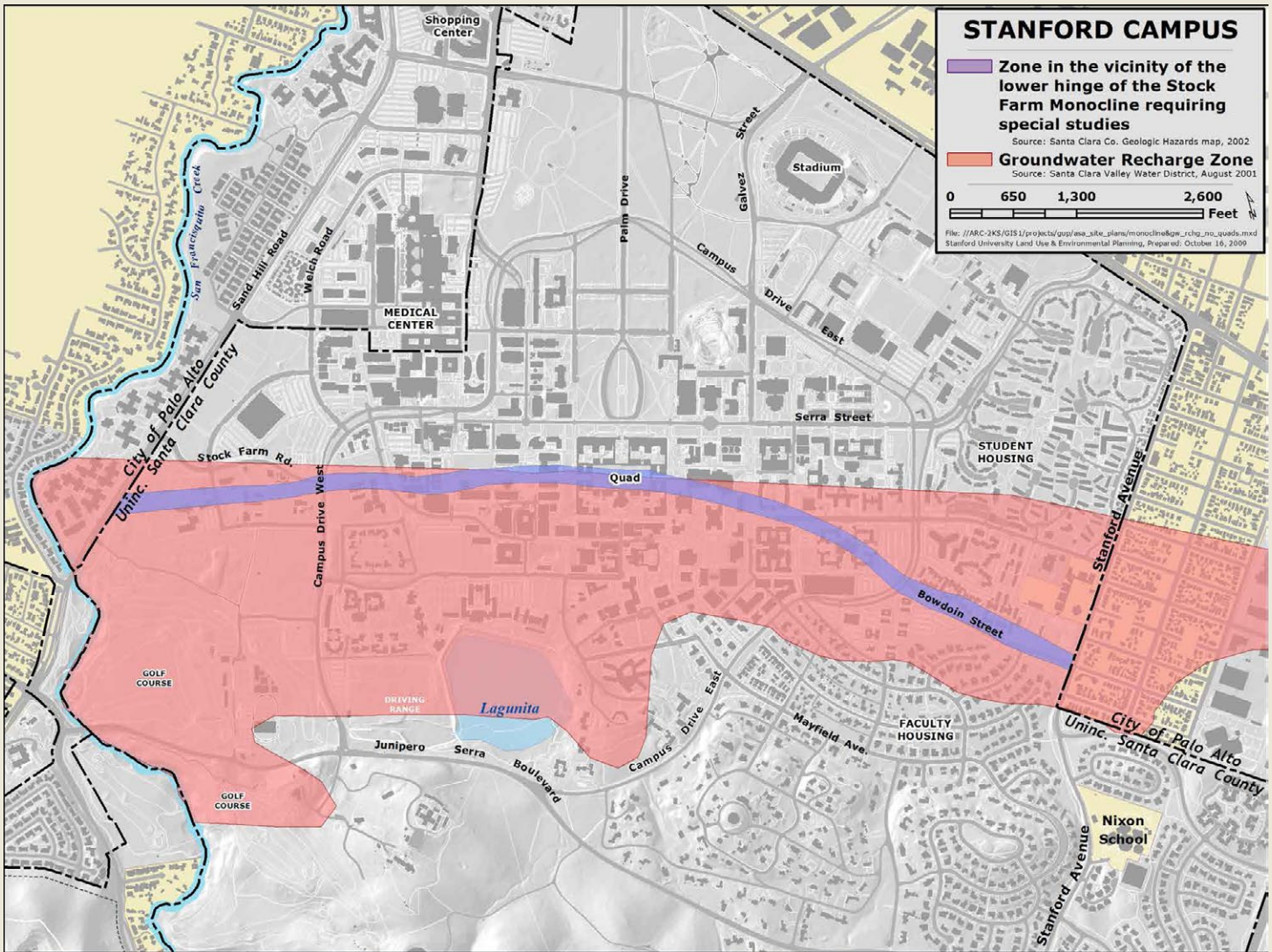


Figure 7: Groundwater Recharge / Stockfarm Monocline



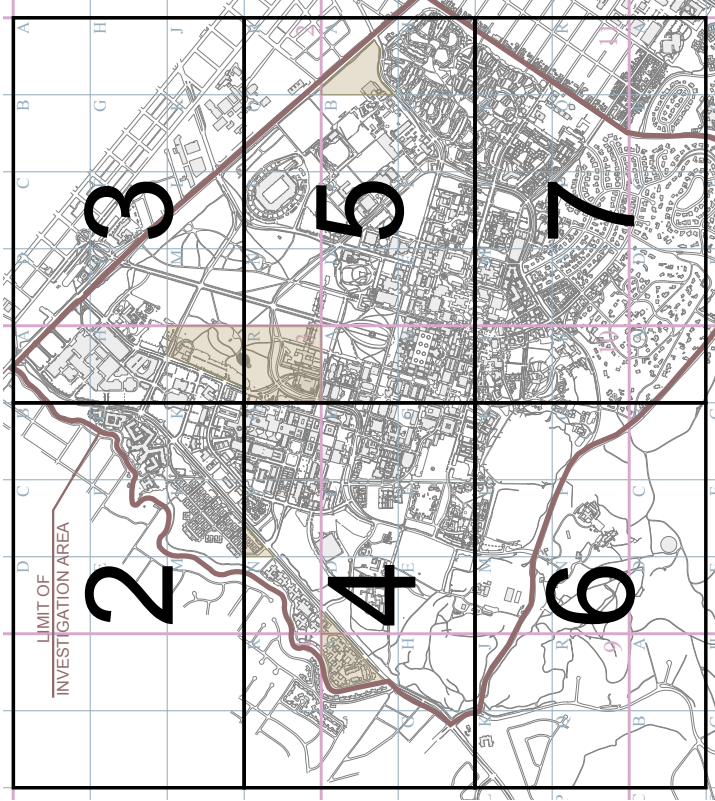
Note: Red groundwater recharge zone represents the unconfined zone discussed in the GUP.

Figure 8: Well Inventory

STANFORD UNIVERSITY CAMPUS WELL INVENTORY

SUMMARY OF WELL INVESTIGATION

Stanford Quad Reference	Current SCVWD Status							Status per Other Known Records	
	Destroyed	Active - Water Supply		Other-Active			Abandoned	FYI	
		Elevator	Monitoring	Test	Vapour extraction	Cathodic Protection			
1									
2									
3									
4		2							
5	1								
6									
7		5					1	7A	
8		1					1	8A	
9	11	1	9	3			2	9A & 9Z	
10									
11					1				
12									
13	3		5	2			3	13A, 13K, & 13M	
14	17						2	14A & 14B	1
90	1	2					2	90D & 90E	2
Other	14						1	U1	3
Sub-totals	47	3	8	14	2	3	1	12	6
Totals	47		31				12		6
				78					



LOCATION AND GRID PAGE INDEX
1 INCH = 2000 FEET

Note:

Well investigation study conducted by Utilities Division, Civil Infrastructure Group, to address the 2000 GUP Condition N. 8. Projects being proposed to Santa Clara County that are located in areas where a well is known to exist need to acknowledge the well and demonstrate proper destruction or other disposition acceptable to Santa Clara County.

Contact Utilities for more information on specific wells.

THIS MAP FOR INTERNAL STANFORD USE ONLY.

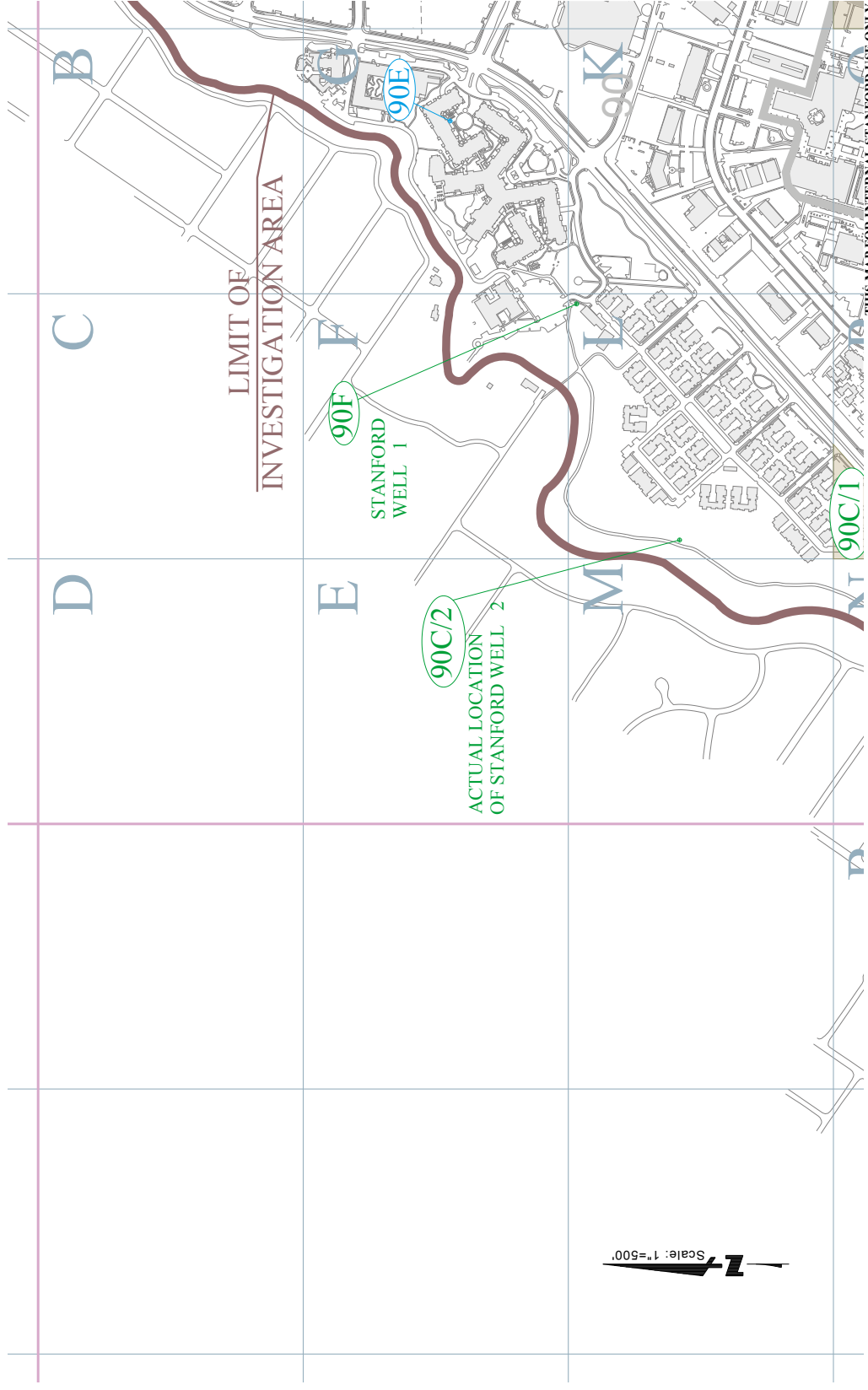


By: LSM

Date: 01-23-03

Page: 1 of 7

M:\PEOPLE\ELAND\PRODUCTS\FINAL\U_WELL_002-001.DWG



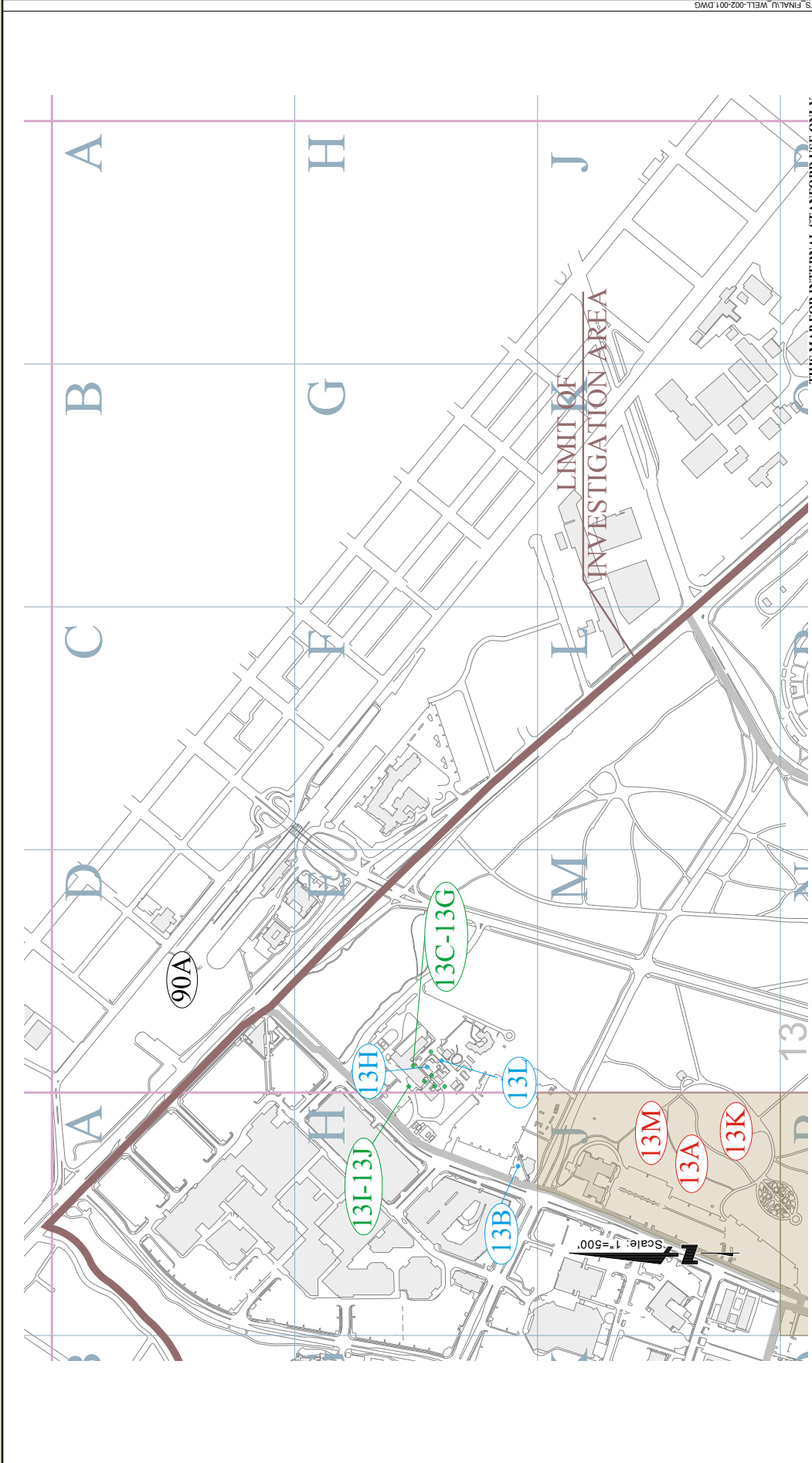
THIS MAP FOR INTERNAL STANFORD USE ONLY.

Well numbers: The number, above the Stanford Facilities Quad area in which the well is located. The letter identifies the individual wells with records within the boundary of the Quad stated.

Legend:

- (Blue oval) - SCVWD permitted well, formally destroyed, located by grid coordinates.
- (Green oval) - SCVWD permitted well, with active status, located by grid coordinates.
- (Red oval with no location) - Old abandoned Stanford well, with no SCVWD registration. Approximate physical location known. No State record.
- (Red oval) - Other known well records - duplicating other records or outside study area.
- (Black Oval) - Other known well records - duplicating other records or outside study area.
- (Red oval in shaded area) - Old abandoned Stanford well, with no SCVWD registration, location within a quarter mile, from State well records.
- (Brown line) - Limit of Investigation Area.





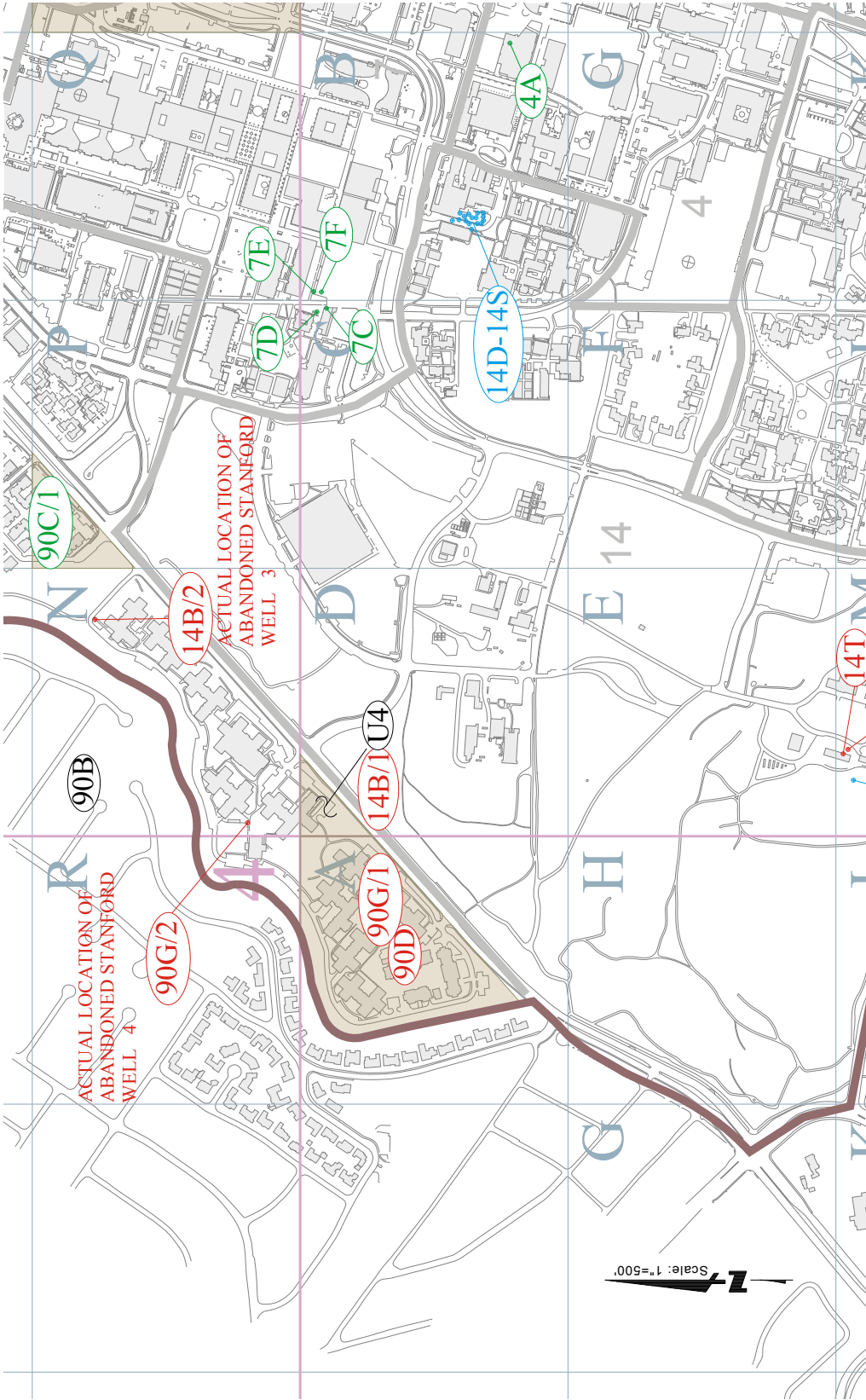
THIS MAP FOR INTERNAL STANFORD USE ONLY.

LEGEND

- (Blue oval - SCVWD permitted well, formally destroyed, located by grid coordinates.)
- (Red oval with no location) - Old abandoned Stanford well, with no SCVWD registration. Physical location known. No State record.
- (Red oval with no location) - Old abandoned Stanford well, with no SCVWD registration. Approximate physical location known. No State record.
- (Green oval - SCVWD permitted well, with active status, located by grid coordinates.)
- (Red oval in black oval) - Old abandoned Stanford well, with no SCVWD registration, location within a quarter mile, from State well records.
- (Black Oval) - Other known well records - duplicating other records or outside study area.
- Limit of Investigation Area

(Well numbering) - The number describes the Stanford Facilities Quad area in which the well is located. The letters identify the individual wells with records within the boundary of the Quad listed.





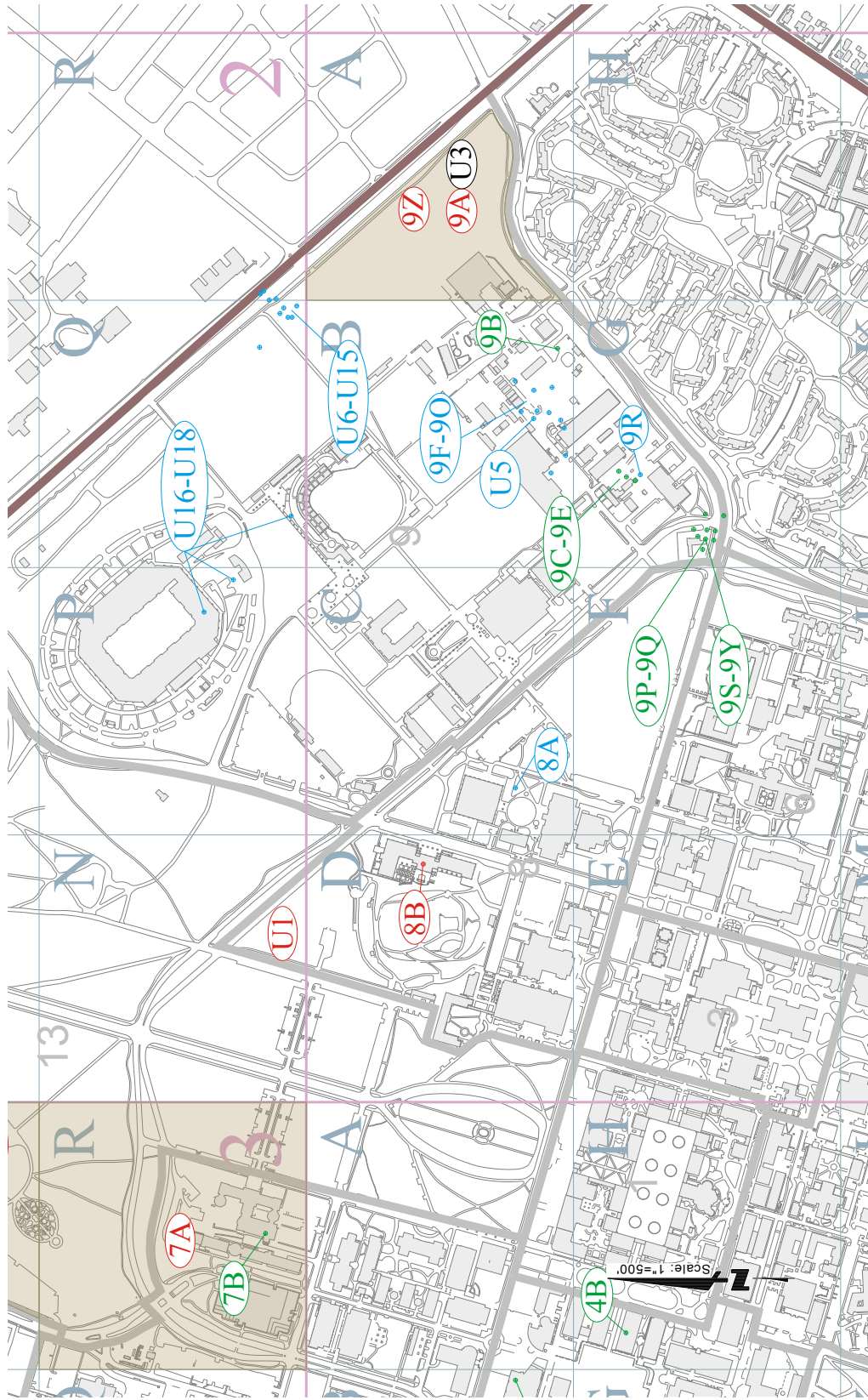
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- (Red oval with no location) - Other known well records - duplicating other records or outside study area.
- (Black Oval) - Other known well records - duplicating other records or outside study area.
- (Brown shaded area) - Limit of Investigation Area.
- (Red circle with 'A') - (Red oval in black oval) - Old abandoned Stanford well, with no SCVWD registration, location within a quarter mile, from State well records.
- (Red circle with 'A') - (Red oval in black oval) - (Red oval in black oval) - Other known well records - duplicating other records or outside study area.

(Well numbering) - The number describes the Stanford Facilities Quad area in which the well is located. The letter identifies the individual wells with records within the boundary of the Quad listed.



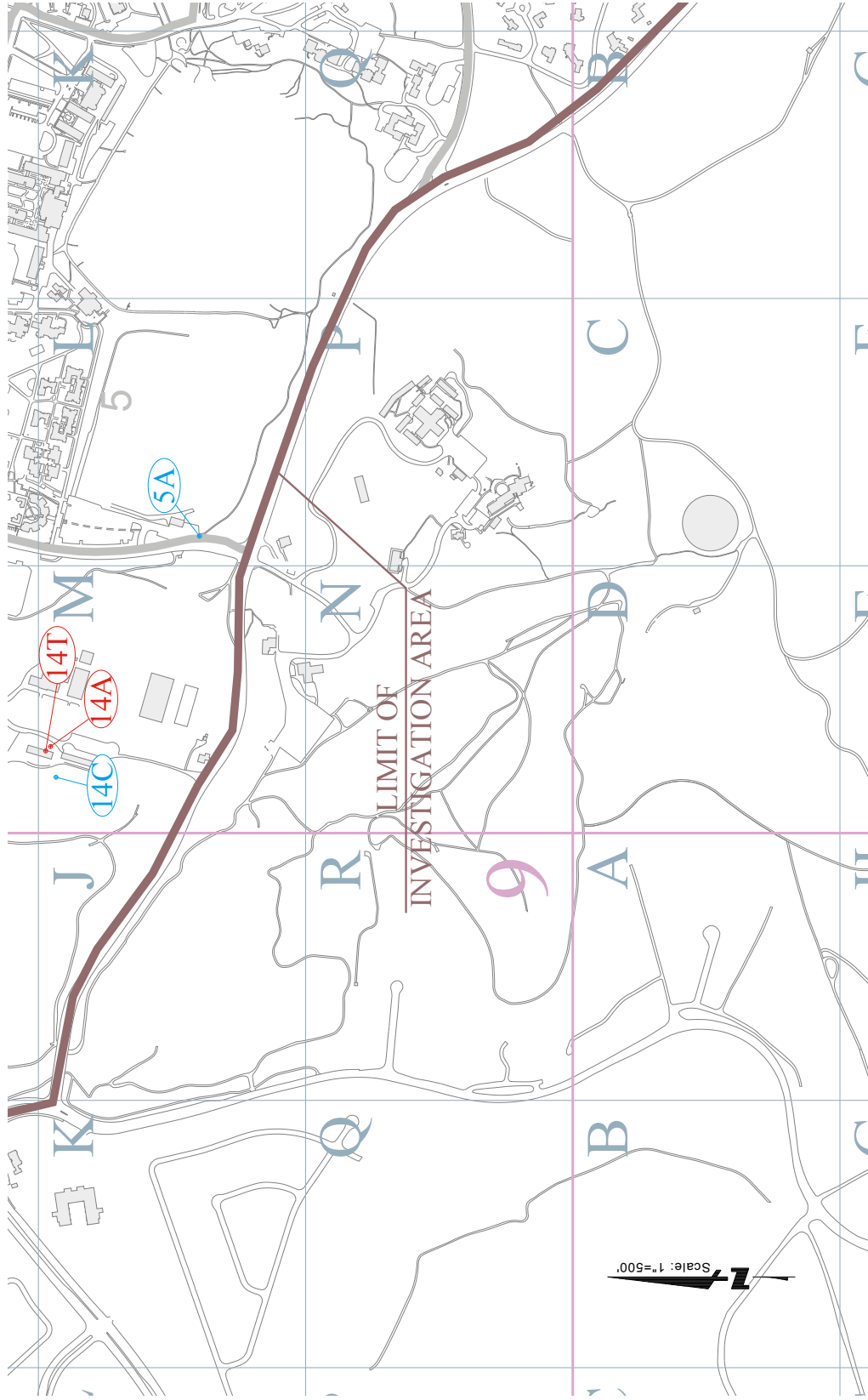


THIS MAP FOR INTERNAL STANFORD USE ONLY.

LEGEND

- (Blue oval) - SCWWD permitted well, formally decommissioned, located by grid coordinates.
- (Green oval) - SCWWD permitted well, with active status, located by grid coordinates.
- (Red oval) - Old abandoned Stanford well, with no SCWWD registration. Physical location known. No State record.
- (Red oval) - Old abandoned Stanford well, with no SCWWD registration. Approximate physical location known. No State record.
- (Black Oval) - Other known well records... duplicating other records or outside study area.
- (Red oval) - Old abandoned Stanford well, with no SCWWD registration. Location within a quarter mile from State well records.
- (Red oval) - Old abandoned Stanford well, with no SCWWD registration. Location within a quarter mile from State well records.
- (Red oval) - Other known well records... duplicating other records or outside study area.
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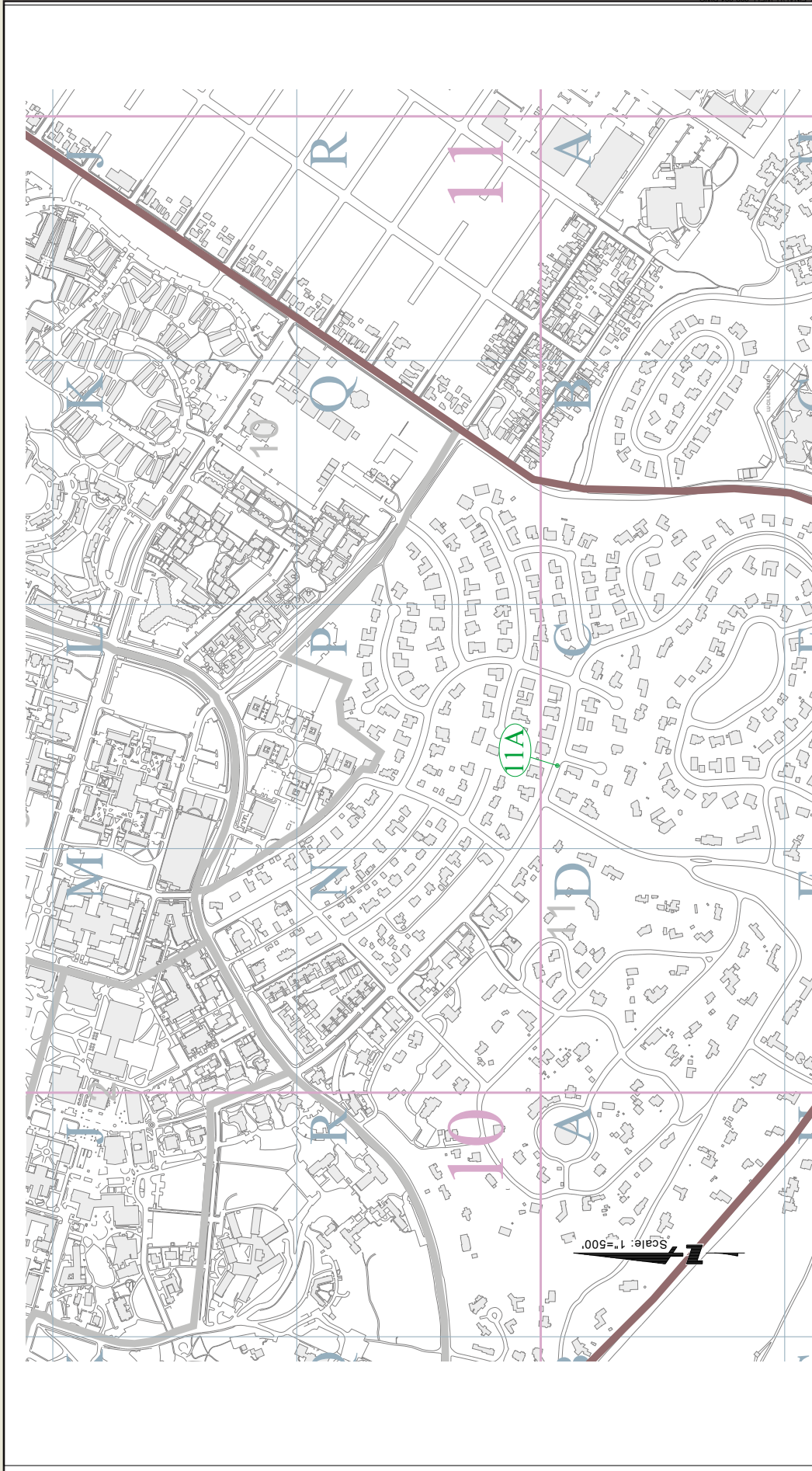
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- (Black Oval) - Other known well records - duplicating other records or outside study area.
- (Black Oval) - Limit of Investigation Area

(Well Inventory) - The number describes the Stanford Facility Quad area in which the well is located. The letter identifies the individual wells with records within the boundary of the Quad listed.





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LEGEND

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- (Black oval) - Other known well records - duplicating other records or outside study area.
- (Red well in black oval) - Old abandoned Stanford well, with no SCVWD registration, location within a quarter mile, from State well records.
- (Black Oval) - Other known well records - duplicating other records or outside study area.
- (Red line) - Well inventory. The number describes the Stanford Facilities Quad area in which the well is located. The letter identifies the individual wells with records within the boundary of the Quad listed.
- (Red line) - Limit of Investigation Area.



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Reference Exhibits

Exhibit 1: ASA Submittal Instructions (August 2014)

(prepared by DPM)

ASA SUBMITTAL DISTRIBUTION INSTRUCTIONS, Revised 8-15-14

SCCP Santa Clara County Planning

Submit to: Santa Clara County Planning, 70 West Hedding St, 7th floor, San Jose, CA 95110

DPM Dept. of Project Management

CPA City of Palo Alto - Must be delivered within three days of submitting to SCCP

Submit to: Director of Planning, Dept. of Planning & Community Environment, City of Palo Alto, 250 Hamilton Ave, Palo Alto, CA 94301
(Tel: 650-329-2441)

LUEP Land Use & Environmental Planning (Catherine Palter/Karen Hong)

Please review the **Architectural and Site Approval Procedure Guide**, dated August 2014.

* All ASA templates are on the DPM server at **S:\Departments\dpm\PDP ONLINE RESOURCES\PDP Docs_Templates_Samples\8. Jurisdictional and Permits\SCCounty\ASA templates**

Total Qty	
3	CD of drawings and <u>entire</u> ASA package 2 SCCP 1 DPM LUEP - instead of CD, submit final package at S:\DropOff\ASAs_for_LUEP
3	Transmittal form - see sample on server* 1 SCCP (original) 1 DPM 1 CPA
3	Santa Clara County (SCC) Land Development Permit Application and Acknowledgements and Agreements form - a double sided pdf is on the server* 1 SCCP (original signature) 1 DPM 1 CPA
1	ASA fee - confirm fee amount and use of wire-transfer w/ SCCP staff. 1 DPM - upon submitting, collect receipt from SCCP for DPM filing
9	ASA Full set of drawings - Must be 24x36 folded in 8 1/2 x 11 format bound as a set 7 SCCP 1 DPM 1 CPA
7	Abbreviated set: Title page, GUP map, civil existing conditions, existing conditions w/photos, site logistics plan and site plan - confirm required drawings in pre-submittal meeting w/ SCC Planning 7 SCCP
3	General Use Permit (GUP) Checklist - in 8 1/2" x 11" print out 1 SCCP 1 DPM 1 CPA
4	Environmental Information Form (EIF) 2 SCCP 1 DPM 1 CPA
3	Hazardous Waste and Substance Sites List Questionnaire 1 SCCP 1 DPM 1 CPA
4	Well Information Questionnaire - see Figure 9: Well Inventory map 2 SCCP 1 DPM 1 CPA
3	Assessor's Parcel Map - circle or highlight site 1 SCCP 1 DPM 1 CPA

3	<p>Petition for Use of Prior CEQA - this document is filled out by Catherine Palter or Karen Hong w/ LUEP</p> <ul style="list-style-type: none"> 1 SCCP 1 DPM 1 CPA
4	<p>Clean Water Questionnaire C.3 - could result in initiating an O&M Agreement. Contact Julia Nussbaum or Adam Porter w/ SU Utilities</p> <ul style="list-style-type: none"> 2 SCCP 1 DPM 1 CPA
5	<p>Landscape Water-Efficiency Checklist - signed by PM (pdf on server*)</p> <ul style="list-style-type: none"> 3 SCCP 1 DPM 1 CPA
3	<p>Flood Control Capacity letter - contact Adam Porter, acporter@stanford.edu w/ SU Utilities</p> <ul style="list-style-type: none"> 1 SCCP 1 DPM 1 CPA
3	<p>Wastewater Capacity letter - contact Adam Porter, acporter@stanford.edu w/ SU Utilities</p> <ul style="list-style-type: none"> 1 SCCP 1 DPM 1 CPA
3	<p>DEH Clearance Form - applicable food, haz mat, or water/sewer data information. Ann Peden is the County's Dept of Environmental Health contact, 408-918-3480, ann.peden@deh.sccgov.org</p> <ul style="list-style-type: none"> 1 SCCP 1 DPM 1 CPA
4	<p>Geologic Reports - if requested by the County Geologist during ASA application review</p> <ul style="list-style-type: none"> 2 SCCP 1 DPM 1 CPA
3	<p>Labels - if within 300' of San Mateo County boundary, labels must have the owner name and owner mailing addresses of neighboring parcels in San Mateo County within a 300' radius</p> <ul style="list-style-type: none"> 1 SCCP (actual labels) 1 DPM 1 CPA

Exhibit 2: ASA Requirements from Santa Clara County

http://www.sccgov.org/sites/planning/PermitsDevelopment/Permits/Documents/ASA_Checklist.pdf

Architectural and Site Approval (A)

The following is a list of documentation required by the Planning Office in order to process your application for Architectural and Site Approval. Your application will **not** be accepted unless it is signed by the **property owner or authorized representative**, accompanied by the current filing fee, and includes **all** the pertinent items described below. Following initial distribution and review of submitted materials additional information may be required.

Questions? Contact: Planning Office (408) 299-5770

Checklist of Required Application Materials

The documents listed below are **required** for your Architectural and Site Approval.

- 14 Site Plans** (See "Sample Site Plan" and Project Information Checklist" for items that are required to be shown on the site plan.) All plans must be legibly drawn to an appropriate scale, sheet size **18"x 24" minimum to 24"x36" maximum, and folded.** In cases where more than one application is filed concurrently for the same project, the maximum number of required plan sets is 15.
- 7 Exterior Elevations** (Elevations and floor plans must be submitted for all } 7 Stapled Sets plus
- 7 Floor Plans** (proposed structures on site.) } 7 Extra Site Plans
- 7 Sign Programs** (if applicable)
- 1 Project Description**
- 1 Copy of Assessor's Parcel Map** (Available at the Assessor's Office-5th Floor, County Government Center)
- 1 Copy of Current Recorded Grant Deed**
- 1 Evidence showing legal creation of lot** (see handout enclosed with application packet)
- 11 Environmental Information Forms** (1 original and 10 copies) **including photos of project site & Fee.**
An environmental assessment will be required for your project unless it is determined that your project qualifies for an exemption from environmental assessment.
- 3 Landscape Water-Efficiency Checklist** (1 original and 2 copies)
- 2 Copies of completed Well Information Questionnaire** (enclosed with application packet)
- 1 Hazardous Sites Questionnaire** (enclosed with application packet)
- 1 Acknowledgements and Agreements Form** signed by owner.

Additional Application Materials that may be Required

The documents listed below **may or may not** be required for your ASA. Please consult staff to make an accurate determination.

- 1 General Plan Conformance / Contiguity Statement**
Applicants proposing Architectural and Site Approval within a City's urban service area and under County jurisdiction must **first** file this form initiating annexation if the property is directly adjacent to city boundary, across the street from city boundary, or within 300 feet from the city boundary along a public road. Note: This form must be completed by the applicant, the County Planning Office, and the involved city before the application can be accepted.
- 1 Petition for Exemption from Environmental Assessment Form & Applicable Fee**
Your project **may** qualify for a Categorical Exemption from the required environmental review process. See list of Categorical Exemptions. If your petition for a categorical exemption is not approved, you will be required to apply for an environmental assessment and pay the applicable fee.
- 3 Geologic Reports & Applicable Fee** (2 paper copies and 1 electronic copy)
A geologic report may be required, depending on the project and location. If a geologic report is required, submit two (2) original wet signed paper copies and one (1) electronic copy (PDF on CD). Contact County Geologist at (408) 299-5774.
- 1 Septic System Plan** (field checked and signed by Department of Environmental Health (DEH) field office)
If a septic system is existing or proposed, each site **must** be evaluated by DEH. The evaluation entails a site assessment, a soil profile trench and a percolation test. One copy of the site plan should be field checked, stamped, and signed by DEH field office and then submitted with the Architectural and Site Approval application. DEH charges an additional fee for site evaluations. Contact DEH at (408) 918-3400. South County office: (408) 779-0631
- 1 Preliminary Landscape Plan**
Landscape plan should include any existing and all proposed on-site landscaping, including any fencing and/or screening. All trees at least 12" in diameter should be shown, indicating any which are to be removed.
- Williamson Act Compatible Use Determination**
If the subject property is restricted by a Williamson Act contract, file for and obtain a Compatible Use Determination prior to filing the application for ASA. Refer to the Williamson Act Compatible Use Determination checklist for more details.

*****Turn page for additional requirements*****

- ❑ **Identification of Potential Historic Resources (Part I and Part II forms)** If the project includes demolition of structures 50 years or older, submit a completed and signed *Identification of Properties for Potential Historic Significance* forms, a copy of the Santa Clara County Residential Unit Property Record (available from the County Assessor's Office, 5th Floor) for the subject property and photographs of each elevation of the subject structure and any related structures or associated features. Please note that the 50-year age reference is a discretionary guideline; there are circumstances where a property less than 50 years old may be potentially significant.
- ❑ **Santa Clara Valley Habitat Plan-Coverage Screening Form**
If the subject property is located within the Habitat Plan Permit Area, submit a completed Coverage Screening Form. The Coverage Screening Form will assist in determining if the proposed project is classified as a "covered project" under the Plan. If the project is identified as a "covered project" per the Screening Form, submit the *Fees and Conditions Worksheet* with the application.
- ❑ **Fire Protection Information**
 - Total square footage of proposed structure(s).
 - Type of construction per California Building Code of all existing and proposed structures.
 - Water source (name of water provider or on-site well).
 - If the source of water is on-site well, show the location and capacity of existing or proposed aboveground water tank(s), and means of delivering water at required pressure (e.g., fire pump or gravity).
 - Hydrants: Show type (wharf or standard) and location of closest available or proposed hydrant(s).
 - Private Access Road/Driveways: Show drivable width, vertical clearance, surface, load-bearing capacity, turning radii, percent grade, turnarounds, turnouts and bridges.
- ❑ **Clean Water Program (CWP) Questionnaire**
Pursuant to the Federal Clean Water Act, the NPDES Municipal Storm Water Discharge Permit issued by the Regional Water Quality Control Board and County Nonpoint Source Pollution Ordinance, the County requires storm water treatment measures and pesticide use reduction measures for certain types of projects. A CWP questionnaire is required if your project is both: (1) located within the San Francisco Bay Watershed, and (2) not an individual single family home. The questionnaire assists the Land Development Engineering Section in determining whether the project will require storm water treatment measures.
- ❑ **1 Set of Mailing Labels** (See mailing labels handout for details)
Mailing labels are only required if your property is within 300 feet of a County boundary line.
- ❑ **Stanford University**
Submit one copy of the Stanford University General Use Permit Project Checklist (8½ x 11) signed by a Stanford University LUEP Planner. Incorporate the completed checklist into the project plan set submittal.
- ❑ **Other Reports/Studies**
Your project may require a detailed report or study. For example, a biological, archeological, noise, or traffic study could be required depending on the location and/or intensity of the project.

ASX Requirements

ASA Small Project Exemption		
3	Site Plans	See "Sample Site Plan" and Project Information Checklist" for items that are required to be shown on the site plan.) All plans must be legibly drawn to an appropriate scale, sheet size 18"x 24" minimum to 24"x36" maximum, and folded.
3	Exterior Elevations	Elevations and floor plans must be submitted for all existing and proposed structures on site.
3	Floor Plans	
1	Copy of Assessor's Parcel Map	Available at the Assessor's Office-5th Floor, County Government Center
2	Stanford University	2 additional copies of the Site Plan, Exterior Elevations, and Floor Plans.
1	Stanford University	Submit one copy of the Stanford University General Use Permit Project Checklist (8½ x 11) signed by a Stanford University LUEP Planner. Incorporate the completed checklist into the project plan set submittal.
1	Acknowledgements and Agreements Form	signed by owner.

Note:

Other items that are required by County for ASX but not currently stated on the website:

- CEQA Petition
- 2 CDs of the entire application.
- Fees

See [Section 4, Page 17](#).

Exhibit 3: Sample Site Plan

http://www.sccgov.org/sites/planning/Documents/Sample_Site_Plan.pdf

URBAN ZONING DISTRICT – SITE PLAN REQUIREMENTS FOR RESIDENTIAL DEVELOPMENT

- Owner's name, preparer's name, preferred scale (1"=20'), north arrow, and date of preparation. Plans are not to exceed 24" x 36" in size. Name, signature, and stamp of architect, engineer, or surveyor may be required, depending on the type of application.
- A vicinity map indicating the location of the site relative to the principal roads in the area.
- Dimensioned boundaries of subject parcel(s), gross and net lot area, and all right-of-way easements of adjacent streets (including width and whether County maintained or Not County maintained).
- Location of existing and proposed improvements, including all buildings, decks, swimming pools, arbors, landings, porches, retaining walls, fences, etc. Show dimensions, required front-, rear-, and side-yard setbacks, and distances to property lines and other buildings.
- Calculation of existing and proposed floor area (as defined in Chapter 1.30 of the County Zoning Ordinance). See Floor Area Calculation pamphlet for more information.
- Roof plan of existing and proposed improvements and dimensions of all rooflines.
- Existing and proposed access and parking areas including private streets, driveways, carports and garages. If driveway is longer than 150 feet, demonstrate that it meets the Fire Marshal Office's (FMO) standards. Call (408) 299-5760 or visit the FMO website at <http://firemarshal.sccgov.org> for more information.
- Location and width of all easements for water, sewage, storm drainage, utilities or other purposes.
- Accurate contour lines showing topography at reasonable intervals on lands with slope greater than five percent.
- Unusual topographic features including watercourses, swales, ditches, culverts, creeks, streams, etc. Show setback from top and centerline of bank (see Water Collaborative Handout).
- Location, common name, diameter and number of trees to be removed or located near improvements, measured 4.5 feet above grade.
- Proposed earthwork quantities for grading located outside of the building footprint. Provide the breakdown of total grading quantities (cut/fill, vertical height of cut or fill) for the various improvements.
- Existing drainage patterns and drainage patterns as a result of improvements.
- If on septic, show proposed septic system. Call (408) 918-3400 or visit the Department of Environmental Health's website at www.ehinfo.org for more information.
- For lots in RHS and R1E zoning districts, the site plan must outline the proposed developed area and show topography using contour lines that represent five-foot intervals in elevation. Average slope computations in the developed area must be shown on the site plan along with certification stamp and signature by a registered civil engineer or licensed land surveyor (see separate Average Slope for Building Site Approval handout for details).

February 2008

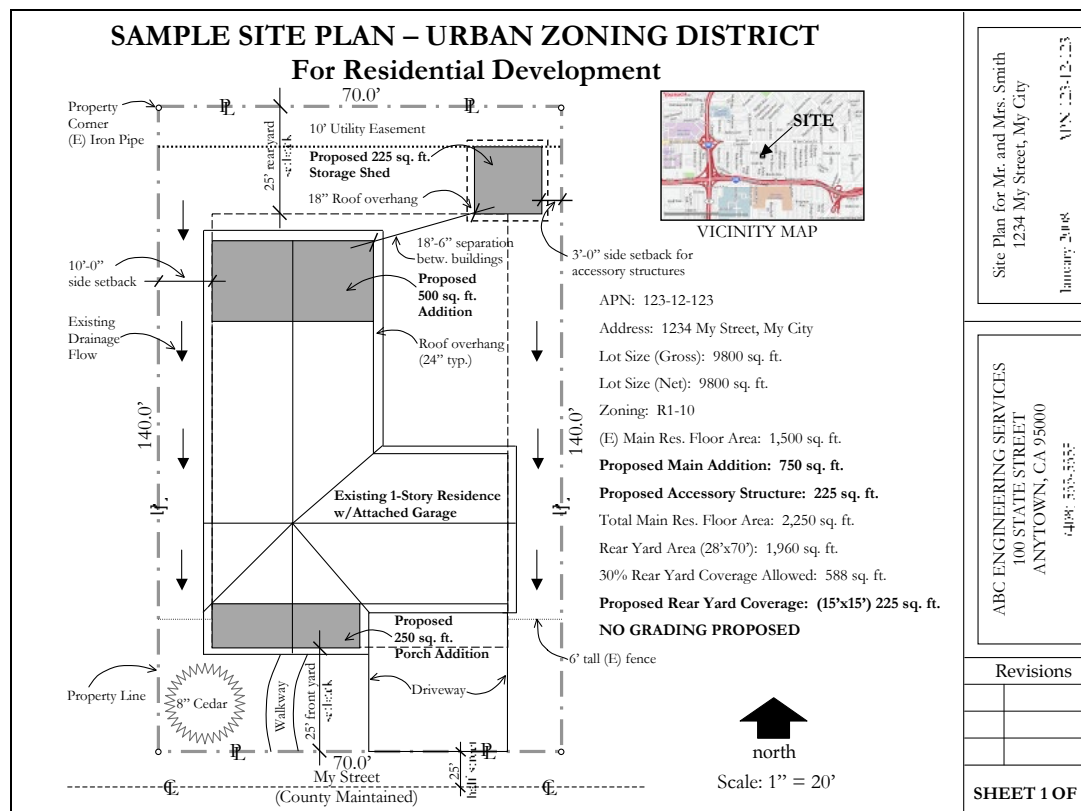


Exhibit 4: Environmental Information Form

http://www.sccgov.org/sites/planning/PermitsDevelopment/EnvironmentalProtection/AssessmentForms/Documents/EnvAss_Form.pdf



County of Santa Clara
Department of Planning and Development
Planning Office

Environmental Information Form

Project Applicant or Representative:

Name: _____

Address: _____

Phone: _____

E-mail: _____

Please answer the following questions in the spaces provided. Use additional sheets if necessary.
If the question does not apply, mark "N/A."

Failure to provide complete and accurate information will result in your application being declared incomplete,
which will delay application processing.

Project Description:

1. Project address (or location): _____

2. Describe the project (i.e., What will be constructed? Proposed use? Project objectives?):

3. Is the project part of a master plan, or a phase of a larger project? Yes No

If yes, describe the project's situation/ role in the master plan or larger project (e.g., project is Phase 2 of 4, brief description of what each phase entails): _____

4. Where on the site will project construction and activities occur (describe and show on site plan construction footprint and staging areas)? _____

5. Site and project area information:

(a) Parcel size (acres or square feet): _____

(b) Describe all buildings (existing and proposed) associated with the proposed use:

BUILDING	SIZE (sq. ft)	HEIGHT

If more space is needed, please attach a supplemental sheet.

(c) Indicate total area (sq. ft.) of parking areas: _____

(d) Number of on-site parking spaces: _____

(e) Indicate total area (sq. ft.) of buildings, driveways, patios, walkways and other impervious surfaces: _____

(f) Describe any other outdoor areas dedicated to activities of the proposed use (e.g. sales, storage, animal confinement, etc). Include land area (sq. feet or acres). _____

(g) Indicate total area (sq. feet or acres) of vacant or undeveloped land, and land not devoted to the proposed use: _____

6. Will grading (cut and/or fill) be required as part of the project? Yes No

If yes, a licensed civil engineer or land surveyor must complete the following information. If no, proceed to question 7.

IMPROVEMENT	EARTHWORK QUANTITY (cubic yards)		MAXIMUM DEPTH (feet)	
	CUT	FILL	CUT	FILL
Driveway, Access Road				
Building Pad				
Landscaping				
Other Improvements				
TOTAL				

If more space is needed, please attach supplemental sheet.

(a) If volume of cut exceeds fill, where will excess soil be disposed? _____

(b) Are retaining walls proposed? Yes No

If yes, what is maximum height? _____

7. Are any structures on the property proposed to be demolished? Yes No

If yes, attach photos of each structure from at least two directions, and describe the types of structures (e.g. barn), and age of the structures:

STRUCTURE	AGE	SIZE

If more space is needed, please attach supplemental sheet.

Applicants are required to submit a Santa Clara County property appraisal record to document the age of the structures proposed for demolition. The property owner may obtain a copy from the County Assessor's Office (70 W Hedding St., 5th Floor).

8. If the project is institutional, commercial or industrial, answer the following:

(a) Number of daily customers, residents or other users of your project? _____

(b) Basis for this number (e.g., seating, etc)? _____

(c) Number of employees? (i) Total: _____ (ii) Max. at any one time: _____

(d) Hours of operation: _____

9. Indicate the water source serving the proposed use. Include provider name if applicable.

10. If there are existing wells on the property:

(a) How many are functioning? _____

(b) How many are abandoned? _____

(c) Are the abandoned wells sealed? _____

11. What is the distance to nearest water line? _____

12. Indicate the method of sewage disposal for the proposed use. Include sewer district name if applicable. _____

13. If a septic system is being proposed, have percolation tests been done? Yes No

If yes, who conducted the tests and what were the results? _____



Form continues on next page

Environmental Setting:

1. Describe the natural characteristics (e.g., topography, vegetation, drainage, soil stability, habitat, etc.) on the project site. _____

2. Describe the existing land uses on the project site. _____

3. Describe the existing land uses adjacent to the project site (note location in relation to the project site): _____

4. Are there any known technical reports that evaluate the property or the proposed project (e.g., geologic, biological, archaeological, environmental impact reports, etc.)? Indicate which reports will be submitted with this application: _____



Form continues on next page

3. Agriculture:

(a) Is the site currently under Williamson Act contract? Yes No

If yes, contact Planning Office for more information pertaining to Williamson Act compatible use determination. The application is available at the Planning Office.

(b) Are there any agricultural uses on-site? Yes No

If yes, describe: _____

(c) Are there any commercial agricultural uses on-site? Yes No

If yes, describe: _____

(d) Are there any agricultural uses adjacent to the project site? Yes No

If yes, describe: _____

(e) Is the site currently under an open space easement contract? Yes No

If yes, contact Planning Office for more information pertaining to Open Space Easement compatible use determination. The application is available at the Planning Office.

(f) Would the project convert more than 1 acre of farmland to a non-agricultural use? Yes No

If yes, describe: _____

4. Drainage/Flooding/Riparian:

Are there any watercourses and riparian habitat (e.g. drainage swale, stream course, spring, pond, lake, creek, tributary of creek, wetlands) within 150 feet of proposed construction or grading?

Yes No

If yes, describe, and indicate its location relative to the project: _____

5. Transportation:

- (a) Name street(s) to be used to access project: _____
- (b) Approximate number of vehicle trips per day to be generated by project (Please note that each direction equals one trip)? _____
- (c) Indicate the days & times you expect most trips to occur: _____
- (d) Is there traffic congestion during commute hours at any nearby street intersections providing access to the project? Yes No
If yes, list the intersections: _____

Transportation Impact Analyses (TIAs) using the Congestion Management Agency's methodology must be prepared for all projects that generate 100 or more peak hour trips. Transportation impact analyses (TIAs) using the Congestion Management Agency's methodology may also be required if the project will generate substantial growth in the project area, result in an increase of traffic in relation to the existing traffic load and capacity of the street system, etc.

6. Safety/Health:

- (a) To your knowledge, do potentially hazardous materials exist on either this site or nearby property? (e.g., fuels, chemicals, industrial residue, etc.) Yes No
If yes, describe: _____
- (b) Will the project require the use, storage or disposal of hazardous materials such as toxic substances, flammables, or explosives (e.g diesel generator), underground storage of chemicals)? Yes No
If yes, describe: _____

7. Air/Noise:

- (a) Describe the types (and numbers) of construction equipment that will be used during project construction? (e.g. grader, backhoe, pile driver, jackhammer).

- (b) Will the ongoing operation of the proposed use generate dust, smoke, fumes, odors, or noise (such as outdoor amplified noise or industrial activity)? Yes No
If yes, describe: _____

8. Aesthetic:

- (a) Does the property contain natural features of scenic value or rare or unique characteristics (e.g., rock outcropping, mature trees)? Yes No

If yes, describe: _____

- (b) Will construction occur at or near a ridgeline or hilltop? Yes No

- (c) Will the project include visual impact mitigation (e.g. new landscaping, light reflectivity value of exterior surfaces less than 45, etc.) ?

Yes No

If yes, describe: _____

9. Historical/Archaeological:

- (a) Has the property received any historic designation(s)? Yes No

If yes, check the boxes that apply and attach the appropriate nomination form or documentation related to its listing.

- National Historic Register of Historic Places
- California Historical Landmark
- California Point of Historic Interest
- California Register of Historical Resources
- Santa Clara County Heritage Resource Inventory
- Santa Clara County Historical Zoning District

- (b) Are you aware of any archaeological remains on the property? Yes No

If yes, describe: _____

10. Habitat for endangered, threatened, or rare wildlife or plants:

(a) Does the property contain critical habitat for special-status species (e.g., California Tiger Salamander, Bay Checkerspot Butterfly, Red Legged Frog)? Yes No

(b) Is the property in or adjacent to a mapped occurrence of a special-status species as reported in the California Natural Diversity Database (CNDDDB)? Yes No

If yes, describe: [see Planning Office for assistance] _____

Reduction or Avoidance of Impacts:

Discuss possible actions that could reduce or avoid any adverse environmental affects raised in the previous section (*Environmental Aspects of Project*). Use appropriate reference numbers.

If more space is needed, please attach a supplemental sheet.

Certification:

I hereby certify that the statements on this form and the attached exhibits are true and correct to the best of my knowledge. If any of the facts represented here change, it is my responsibility to inform the County of Santa Clara.

Owner/Applicant Signature: _____ Date: _____

Staff Use Only

FILE #: _____

Environmental information form reviewed and found to be complete?:

Yes No

If no, what additional information is needed?

Signature: _____ Date: _____

Exhibit 5: Hazardous Waste Sites and Well Information

http://www.sccgov.org/sites/planning/Documents/Well_info.pdf

Santa Clara Valley Water District  **WELL INFORMATION QUESTIONNAIRE**
FC 808 (04-30-02)

TO BE FILLED OUT AT COUNTER AND MAILED BY CITY/COUNTY OFFICIAL

PRINT Applicant's Name: _____ Phone: (____) _____

Project Address: _____ City or Unincorporated: Unincorporated

Assessor's Parcel No.: Book _____ Page _____ Parcel _____

Is there a well(s) located on your project site? Yes No
 If yes, type of well: Water Well Monitoring Well Dry Well Other: _____ (Explain)
 Is the well(s) active (in use)? Yes No
 Will your proposed permit activity affect your well site? Yes No

Comments: _____

I certify that the information given above is correct to the best of my knowledge.

PRINT Applicant's Name if different from Project Name: _____

Signature of Applicant: _____ Date: _____

For further information please contact the Well Section, Santa Clara Valley Water District (408) 265-2607, extension 2660.

INFORMATION RECEIVED BY:	FOR OFFICIAL USE ONLY
Name of City/County Representative: _____	City/County Project File No.: _____
Name of City/County: _____	Date: _____

http://www.sccgov.org/sites/planning/PermitsDevelopment/Permits/Documents/Hazardous_Questionnaire.pdf

HAZARDOUS WASTE AND SUBSTANCE SITES LIST QUESTIONNAIRE

(AB 3750 - Cortese Bill)

TO BE FILLED OUT AT COUNTER UPON SUBMITTAL OF APPLICATION

Applicant Name: _____ APN(s): _____

Is the proposed development property listed in the Office of Planning and Research Hazardous Waste and Substance Sites List? Yes No

If "yes," complete the following:

Site: _____ Page: _____

Address: _____

I certify that I have reviewed the Hazardous Waste and Substance Sites List, dated April 1998, and, to the best of my knowledge, the above information is correct.

Signature: _____ Date: _____

Exhibit 6: Master Application Form

<http://www.sccgov.org/sites/planning/PermitsDevelopment/Documents/MasterAppForm.pdf>

SANTA CLARA COUNTY PLANNING DEVELOPMENT APPLICATION

PROPERTY OWNER'S NAME	Phone	Email	Prefer correspondence: Email <input type="checkbox"/> Mail <input type="checkbox"/>
Mailing Address	City	Zip	
APPLICANT OR APPELLANT NAME	Phone	Email	Prefer correspondence: Email <input type="checkbox"/> Mail <input type="checkbox"/>
Mailing Address	City	Zip	
ADDRESS OF SUBJECT PROPERTY: _____		APN: _____	
EXISTING USE OF PROPERTY: _____		ACCESS RESTRICTIONS (gate, dog, etc.): _____	
The ACKNOWLEDGEMENTS AND AGREEMENTS FORM on the reverse side of this application must be completed and signed by the property owner(s).			

FOR DEPARTMENT USE ONLY

FILE NUMBER: _____ - _____

PROJECT DESCRIPTION: _____

APPLICATION TYPES	FEE(S)	COMMENTS / SUBMITTAL MATERIALS
Architecture and Site Approval / ASX		
Building Site Approval / BA (Urban / Rural)		
Certificate of Compliance		
Design Review / DRX		
CEQA (EA / Cat Ex / Prior CEQA / EIR)		
Compatible Use Determination (WA / OSE)		
Geologic Report / Letter		
Grading Approval / Abatement		
Lot Line Adjustment / Lot Merger		
Pre-Screening		
Special Permit		
Subdivision		
Use Permit		
Variance		
Other		
TOTAL FEES		

Application fees are not refundable.

Submittal reviewed
and received by: _____
Date: _____

Coordinates: X _____ Y _____
Zoning: _____
General Plan: _____
Parcel Size: _____

USA / SOI _____
WA / OSE / HCP _____
Early Outreach: L1 / L2 _____
Previous Files: _____

ACKNOWLEDGEMENTS AND AGREEMENTS

FILE NUMBER: _____ — _____

I. INDEMNITY

Applies to all Planning applications.

As it relates to the above referenced application, pursuant to County of Santa Clara Ordinance Code Section A33-6, except where otherwise expressly prohibited by state or federal law, I hereby agree to defend, indemnify and hold harmless the County and its officers, agents, employees, boards and commissions from any claim, action or proceeding brought by any person or entity other than the applicant ("third party") against the County or its officers, agents, employees, boards and commissions that arises from or is in any way related to the approval of this application, including but not limited to claims, actions or proceedings to attack, set aside, void or annul the approval. If a third party claim, action or proceeding is filed, the County will promptly notify the applicant of the claim, action or proceeding and will cooperate fully in the defense. Notwithstanding the above, the County has the right to participate in the defense of any claim, action or proceeding provided the County bears its own costs and attorney fees directly associated with such participation and defend the action in good faith. The applicant will not be required to pay or perform any settlement unless the applicant agrees to the settlement.

II. FEES

Applies to hourly billable application types. Refer to Department of Planning and Development fee schedule.

- a. I/We the Owner(s) of the subject property, understand that my/our application requires payment of a minimum non-refundable fee, plus additional funds when staff hours devoted to the application exhaust the initial payment. Staff hours are billed at the hourly rate in effect at the time the staff hours are accrued.
- b. Typical tasks charged to an application include, but are not limited to, the following: intake and distribution of application, staff review of plans and other relevant materials; correspondence; discussions/ meetings with owner, applicant and/or other interested parties; visits to the project site by authorized agency staff; file maintenance; environmental assessment; staff report preparation; agenda and meeting preparation; meeting attendance; presentations to boards, commissions, and community groups; contract administration.
- c. The minimum nonrefundable fees for development applications are based on staff billing rates and staff hours needed to process a typical application. Staff hours may exceed a base application fee (requiring additional billing) due to project complexity and public interest on a project. This could include the need to review technical reports, conduct several meetings with the owner / applicant, and respond to public inquiries.
- d. Invoiced fees are due within 30 days of the date on the billing letter. Fees not paid within 30 days are considered late and are subject to collection at the expense of the Owner. While such fees are outstanding, the Planning Office reserves the right to cease all work on a project until said fees are paid in full.
- e. Any fees not paid within 45 days of invoicing shall be subject to interest charged at a rate equal to that earned by the County Treasury investment pool for that period.
- f. The owner and applicant are encouraged to periodically check on the status of their projects and fees. Questions regarding the status of hours charged to an application may be addressed to the planner assigned to the project.
- g. For more information on Planning Office application fees and how they are calculated, visit the County Planning Office web site at www.sccplanning.org.

III. APPLICATION AUTHORIZATION AND AGREEMENT TO PAY

I (We), the Owner(s) of the subject property, hereby authorize(s) the filing of this application and on-site visit by authorized staff. In addition I (We) acknowledge and understand the information above related to fees and agree to pay all application fees. I (We) certify and accept the terms and conditions as described above.

OWNER'S NAME(S) (Please Print)

OWNER'S SIGNATURE(S)

DATE

Exhibit 7: Clean Water Program Questionnaire

This 16-page document is available at: [http://www.sccgov.org/sites/planning/PermitsDevelopment/Permits/Documents/Water_Questionnaire_Worksheets\(LID\).pdf](http://www.sccgov.org/sites/planning/PermitsDevelopment/Permits/Documents/Water_Questionnaire_Worksheets(LID).pdf).

County of Santa Clara
Department of Planning and Development
County Government Center, East Wing
70 West Hedding Street, 7th Floor
San Jose, California 95110



CLEAN WATER QUESTIONNAIRE

Which Projects Must Comply with Stormwater Requirements? (READ THIS FIRST)

All projects that create and/or replace **10,000 sq. ft.** or more of impervious surface on the project site must fill out this worksheet and submit it with the development project application.

All restaurants, auto service facilities, retail gasoline outlets, and uncovered parking lot projects (stand-alone or part of another development project, including the top uncovered portion of parking structures) that create and/or replace **5,000 sq. ft.** or more of impervious surface on the project site must also fill out this worksheet.

Interior remodeling projects, routine maintenance or repair projects such as re-roofing and re-paving, and single family homes that are not part of a larger plan of development are **NOT** required to complete this worksheet.

What is an Impervious Surface?

An impervious surface is a surface covering or pavement that prevents the land's natural ability to absorb and infiltrate rainfall/stormwater. Impervious surfaces include, but are not limited to rooftops, walkways, paved patios, driveways, parking lots, storage areas, impervious concrete and asphalt, and any other continuous watertight pavement or covering. Pervious pavement, underlain with pervious soil or pervious storage material (e.g., drain rock), that infiltrates rainfall at a rate equal to or greater than surrounding unpaved areas OR that stores and infiltrates the water quality design volume specified in Provision C.3.d of the Municipal Regional Stormwater Permit (MRP), is not considered an impervious surface.

For More Information

For more information regarding selection of Best Management Practices for stormwater pollution prevention or stormwater treatment contact: **Clara Spaulding (408) 299-5737 or clara.spaulding@pln.sccgov.org**

1. Project Information

Project Name: _____ **APN #** _____

Project Address: _____

Cross Streets: _____

Applicant/Developer Name: _____

Project Phase(s): _____ **of** _____ **Engineer:** _____

Project Type (Check all that apply): New Development Redevelopment

Residential Commercial Industrial Mixed Use Public Institutional

Restaurant Uncovered Parking Retail Gas Outlet Auto Service (SIC code) _____

Other _____

(5013-5014, 5541, 7532-7534, 7536-7539)

Project Description: _____

Project Watershed/Receiving Water (creek, river or bay): _____

2. Project Size

a. Total Site Area: _____ acre		b. Total Site Area Disturbed: _____ acre (including clearing, grading, or excavating)		
	Existing Area (ft²)	Proposed Area (ft²)		Total Post-Project Area (ft²)
		Replaced	New	
Impervious Area				
	Roof			
	Parking			
	Sidewalks and Streets			
c. Total Impervious Area				
d. Total new and replaced impervious area				
Pervious Area				
	Landscaping			
	Pervious Paving			
	Other (e.g. Green Roof)			
e. Total Pervious Area				
f. Percent Replacement of Impervious Area in Redevelopment Projects (Replaced Total Impervious Area ÷ Existing Total Impervious Area) x 100% = _____ %				

3. State Construction General Permit Applicability:

a. Is #2.b. equal to 1 acre or more?

- Yes, applicant must obtain coverage under the State Construction General Permit (i.e., file a Notice of Intent and prepare a Stormwater Pollution Prevention Plan) (see www.swrcb.ca.gov/water_issues/programs/stormwater/construction.shtml for details).
- No, applicant does not need coverage under the State Construction General Permit.

4. MRP Provision C.3 Applicability:

a. Is #2.d. equal to **10,000** sq. ft. or more, or **5,000** sq. ft. or more for restaurants, auto service facilities, retail gas outlets, and uncovered parking?

- Yes, C.3. source control, site design and treatment requirements apply
- No, C.3. source control and site design requirements may apply – check with local agency

b. Is #2.f. equal to 50% or more?

- Yes, C.3. requirements (site design and source control, as appropriate, and stormwater treatment) apply to entire site
- No, C.3. requirements only apply to impervious area created and/or replaced

5. Hydromodification Management (HM) Applicability:

a. Does project create and/or replace one acre or more of impervious surface AND is the total post-project impervious area greater than the pre-project (existing) impervious area?

- Yes (continue)
- No – exempt from HM, go to page 3

b. Is the project located in an area of HM applicability (green area) on the HM Applicability Map? (www.scvurppp-w2k.com/hmp_maps.htm)

- Yes, project must implement HM requirements
- No, project is exempt from HM requirements

6. Selection of Specific Stormwater Control Measures:

Site Design Measures

- Minimize land disturbed
- Minimize impervious surfaces
- Minimum-impact street or parking lot design
- Cluster structures/pavement
- Disconnected downspouts
- Pervious pavement
- Green roof
- Microdetention in landscape
- Other self-treating area
- Self-retaining area
- Rainwater harvesting and use (e.g., rain barrel, cistern connected to roof drains)¹
- Preserved open space: _____ ac. or sq. ft. (circle one)
- Protected riparian and wetland areas/buffers (Setback from top of bank: _____ ft.)
- Other _____

Source Control Measures

- Alternative building materials
- Wash area/racks, drain to sanitary sewer²
- Covered dumpster area, drain to sanitary sewer²
- Sanitary sewer connection or accessible cleanout for swimming pool/spa/fountain²
- Beneficial landscaping (minimize irrigation, runoff, pesticides and fertilizers; promotes treatment)
- Outdoor material storage protection
- Covers, drains for loading docks, maintenance bays, fueling areas
- Maintenance (pavement sweeping, catch basin cleaning, good housekeeping)
- Storm drain labeling
- Other _____

Treatment Systems

- None (all impervious surface drains to self-retaining areas)

LID Treatment

- Rainwater harvest and use (e.g., cistern or rain barrel sized for C.3.d treatment)
- Infiltration basin
- Infiltration trench
- Exfiltration trench
- Underground detention and infiltration system (e.g. pervious pavement drain rock, large diameter conduit)

Biotreatment³

- Bioretention area
- Flow-through planter
- Tree box with bioretention soils
- Other _____

Other Treatment Methods

- Proprietary tree box filter⁴
- Media filter (sand, compost, or proprietary media)⁴
- Vegetated filter strip⁵
- Dry detention basin⁵
- Other _____

Flow Duration Controls for Hydromodification Management (HM)

- Detention basin
- Underground tank or vault
- Bioretention with outlet control
- Other _____

¹ Optional site design measure; does not have to be sized to comply with Provision C.3.d treatment requirements.

² Subject to sanitary sewer authority requirements.

³ Biotreatment measures are allowed only with completed feasibility analysis showing that infiltration and rainwater harvest and use are infeasible. Fill out Forms 1, 2 and 3 to determine feasibility, as applicable.

⁴ These treatment measures are only allowed if the project qualifies as a "Special Project".

⁵ These treatment measures are only allowed as part of a multi-step treatment process.

7. Treatment System Sizing for Projects with Treatment Requirements

Indicate the hydraulic sizing criteria used and provide the calculated design flow or volume:

Treatment System Component	Hydraulic Sizing Criteria Used ³	Design Flow or Volume (cfs or cu.ft.)

³Key: 1a: Volume – WEF Method
 1b: Volume – CASQA BMP Handbook Method
 2a: Flow – Factored Flood Flow Method
 2b: Flow – CASQA BMP Handbook Method
 2c: Flow – Uniform Intensity Method
 3: Combination Flow and Volume Design Basis

8. Operation & Maintenance Information

- A. Property Owner’s Name _____
- B. Responsible Party for Stormwater Treatment/Hydromodification Control O&M:
 - a. Name: _____
 - b. Address: _____
 - c. Phone/E-mail: _____

DEPT. OF PLANNING AND DEVELOPMENT, LDE STAFF USE ONLY
<p>Questionnaire reviewed:</p> <p>LDE: _____ Date</p> <p>Project Watershed <input type="checkbox"/> San Francisco Bay <input type="checkbox"/> Monterey Bay</p> <p>Project Category (check one): <input type="checkbox"/> Regulate project <input type="checkbox"/> Regulated + HMP project <input type="checkbox"/> Exempt</p> <p>O&M Responsibility Mechanism <input type="checkbox"/> O&M Agreement <input type="checkbox"/> Other mechanism that assigns responsibility (describe below): _____</p> <p>Send copy of Form to: Clean Water Program</p>

Form 1: Infiltration/Harvesting and Use Feasibility Screening Worksheet

Apply these screening criteria for **C.3 Regulated Projects*** required to implement Provision C.3 stormwater treatment requirements. See the Glossary (Attachment 1) for definitions of terms marked with an asterisk (*). Contact Land Development Engineering staff to determine whether the project meets **Special Project**** criteria. If the project meets Special Project criteria, it may receive LID treatment reduction credits.

1. Applicant Info

Site Address: _____ APN: _____

Applicant Name: _____ Phone No.: _____

Mailing Address: _____

2. Feasibility Screening for Infiltration

Do site soils either (a) have a **saturated hydraulic conductivity*** (Ksat) that will NOT allow infiltration of 80% of the annual runoff (that is, the Ksat is LESS than 1.6 inches/hour), or, if the Ksat rate is not available, (b) consist of Type C or D soils?¹

Yes (do not fill out Form 2)

No – complete the Form 2. If infiltration of the C.3.d amount of runoff is found to be feasible, there is no need to complete the rest of this screening worksheet.

3. Recycled Water Use

Check the box if the project is installing and using a recycled water plumbing system for non-potable water use.

The project is installing a recycled water plumbing system, and installation of a second non-potable water system for harvested rainwater is impractical, and considered infeasible due to cost considerations. Skip to Section 6.

4. Calculate the Potential Rainwater Capture Area* for Screening of Harvesting and Use

Complete this section for the entire project area. If rainwater harvesting and use is infeasible for the entire site, and the project includes one or more buildings that each have an individual roof area of 10,000 sq. ft. or more, then complete Sections 4 and 5 of this form for each of these buildings.

4.1 Table 1 for (check one): The whole project Area of 1 building roof (10,000 sq.ft. min.)

Table 1: Calculation of the Potential Rainwater Capture Area*				
<i>The Potential Rainwater Capture Area may consist of either the entire project area or one building with a roof area of 10,000 sq. ft. or more.</i>				
	1	2	3	4
	Pre-Project Impervious surface ² (sq.ft.), if applicable	Proposed Impervious Surface ² (IS), in sq. ft.		Post-project landscaping (sq.ft.), if applicable
		Replaced ³ IS	Created ⁴ IS	
a. Enter the totals for the area to be evaluated:				
b. Sum of replaced and created impervious surface:	N/A			N/A
c. Area of existing impervious surface that will NOT be replaced by the project.		N/A		N/A

¹ Base this response on the site-specific soil report, if available. If this is not available, consult soil hydraulic conductivity maps in Attachment 3.

² Enter the total of all impervious surfaces, including the building footprint, driveway(s), patio(s), impervious deck(s), unroofed porch(es), uncovered parking lot (including top deck of parking structure), impervious trails, miscellaneous paving or structures, and off-lot impervious surface (new, contiguous impervious surface created from road projects, including sidewalks and/or bike lanes built as part of new street). Impervious surfaces do NOT include vegetated roofs or pervious pavement that stores and infiltrates rainfall at a rate equal to immediately surrounding, unpaved landscaped areas, or that stores and infiltrates the **C.3.d amount of runoff***.

³ "Replaced" means that the project will install impervious surface where existing impervious surface is removed.

⁴ "Created" means the project will install new impervious surface where there is currently no impervious surface.

* For definitions, see Glossary (Attachment 1).

Infiltration/Harvesting and Use Feasibility Screening Worksheet

4.2 Answer this question ONLY if you are completing this section for the entire project area. If existing impervious surface will be replaced by the project, does the area to be replaced equal 50% or more of the existing area of impervious surface? (Refer to Table 1, Row "a". Is the area in Column 2 > 50% of Column 1?)

- Yes, C.3. stormwater treatment requirements apply to areas of impervious surface that will remain in place as well as the area created and/or replaced. This is known as the 50% rule.
 No, C.3. requirements apply only to the impervious area created and/or replaced.

4.3 Enter the square footage of the **Potential Rainwater Capture Area***. If you are evaluating only the roof area of a building, or you answered "no" to Question 4.2, this amount is from Row "b" in Table 1. If you answered "yes" to Question 4.2, this amount is the sum of Rows "b" and "c" in Table 1.:

_____ square feet.

4.4 Convert the measurement of the **Potential Rainwater Capture Area*** from square feet to acres (divide the amount in Item 4.3 by 43,560):

_____ acres.

5. Feasibility Screening for Rainwater Harvesting and Use

5.1 Use of harvested rainwater for landscape irrigation:

Is the onsite landscaping LESS than 2.5 times the size of the **Potential Rainwater Capture Area*** (Item 4.3)? (Note that the landscape area(s) would have to be contiguous and within the same Drainage Management Area to use harvested rainwater for irrigation via gravity flow.)

- Yes (do not fill out Form 3) No – Direct runoff from impervious areas to **self-retaining areas*** OR refer to Table 11 and the curves in Appendix F of the LID Feasibility Report to evaluate feasibility of harvesting and using the C.3.d amount of runoff for irrigation.

5.2 Use of harvested rainwater for toilet flushing or non-potable industrial use:

a. Residential Projects: Proposed number of dwelling units: _____
Calculate the dwelling units per impervious acre by dividing the number of dwelling units by the acres of the **Potential Rainwater Capture Area*** in Item 4.4. Enter the result here:

_____)

Is the number of dwelling units per impervious acre LESS than 100 (assuming 2.7 occupants/unit)?

- Yes (do not fill out Form 3) No – complete Form 3

b. Commercial/Industrial Projects: Proposed interior floor area: _____ (sq. ft.)

Calculate the proposed interior floor area (sq.ft.) per acre of impervious surface by *dividing the interior floor area (sq.ft.) by the acres of the **Potential Rainwater Capture Area*** in Item 4.4. Enter the result here:*

_____)
Is the square footage of the interior floor space per impervious acre LESS than 70,000 sq. ft.?

- Yes (do not fill out Form 3) No – complete the Form 3

c. School Projects: Proposed interior floor area: _____ (sq. ft.)

Calculate the proposed interior floor area per acre of impervious surface by *dividing the interior floor area (sq.ft.) by the acres of the **Potential Rainwater Capture Area*** in Item 4.4. Enter the result here:*

_____)
Is the square footage of the interior floor space per impervious acre LESS than 21,000 sq. ft.?

- Yes (do not fill out Form 3) No – complete Form 3

* For definitions, see Glossary (Attachment 1).

Infiltration/Harvesting and Use Feasibility Screening Worksheet

d. Mixed Commercial and Residential Use Projects

- Evaluate the residential toilet flushing demand based on the dwelling units per impervious acre for the residential portion of the project, following the instructions in Item 5.2.a, except you will use a prorated acreage of impervious surface, based on the percentage of the project dedicated to residential use.
- Evaluate the commercial toilet flushing demand per impervious acre for the commercial portion of the project, following the instructions in Item 5.2.a, except you will use a prorated acreage of impervious surface, based on the percentage of the project dedicated to commercial use.

e. Industrial Projects: Estimated non-potable water demand (gal/day): _____

Is the non-potable demand LESS than 2,400 gal/day per acre of the Potential Rainwater Capture Area?

- Yes (do not fill out Form 3) No – refer to the curves in Appendix F of the LID Feasibility Report to evaluate feasibility of harvesting and using the C.3.d amount of runoff for industrial use.

6. Use of Biotreatment

If only the “Yes” boxes were checked for all questions in Sections 2 and 5, or the project will have a recycled water system for non-potable use (Section 3), then the applicant may use appropriately designed bioretention facilities for compliance with C.3 treatment requirements. The applicant is encouraged to maximize infiltration of stormwater if site conditions allow.

7. Results of Screening Analysis

Based on this screening analysis, the following steps will be taken for the project (check all that apply):

- Implement biotreatment measures (such as an appropriately designed bioretention area).
- Conduct further analysis of infiltration feasibility by completing the Infiltration Feasibility Worksheet.
- Conduct further analysis of rainwater harvesting and use (check one):
 - Complete the Rainwater Harvesting and Use Feasibility Worksheet for:
 - The entire project
 - Individual building(s), if applicable, describe: _____
 - Evaluate the feasibility of harvesting and using the C.3.d amount of runoff for irrigation, based on Table 11 and the curves in Appendix F of the LID Feasibility Report
 - Evaluate the feasibility of harvesting and using the C.3.d amount of runoff for non-potable industrial use, based on the curves in Appendix F of the LID Feasibility Report.

* For definitions, see Glossary (Attachment 1).

Page 8 of this document is a blank page. This is Page 9 of the pdf.

Form 2: Infiltration Feasibility Worksheet

Complete this worksheet for **C.3 Regulated Projects*** for which the soil hydraulic conductivity (Ksat) exceeds 1.6. Use this checklist to determine the feasibility of treating the **C.3.d amount of runoff*** with infiltration. Where it is infeasible to treat the C.3.d amount of runoff* with infiltration or rainwater harvesting and use, stormwater may be treated with **biotreatment*** measures. See Glossary (Attachment 1) for definitions of terms marked with an asterisk (*).

1. Enter Project Data.

- 1.1 Project Name: _____
- 1.2 Project Address: _____
- 1.3 Applicant/Agent Name: _____
- 1.4 Applicant/Agent Address: _____
- 1.5 Applicant/Agent Email: _____ Applicant / Agent Phone: _____

2. Evaluate infiltration feasibility.

Check "Yes" or "No" to indicate whether the following conditions apply to the project. If "Yes" is checked for any question, then infiltration is infeasible, and you can continue to Item 3.1 without answering any further questions in Section 2. If all of the answers in Section 2 are "No," then infiltration is feasible, and you may design **infiltration facilities*** for the area from which runoff must be treated. Items 2.1 through 2.3 address the feasibility of using **infiltration facilities***, as well as the potential need to line bioretention areas.

- | | Yes | No |
|--|--------------------------|--------------------------|
| 2.1 Would infiltration facilities at this site conflict with the location of existing or proposed underground utilities or easements, or would the siting of infiltration facilities at this site result in their placement on top of underground utilities, or otherwise oriented to underground utilities, such that they would discharge to the utility trench, restrict access, or cause stability concerns? (If yes, attach evidence documenting this condition.) | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.2 Is there a documented concern that there is a potential on the site for soil or groundwater pollutants to be mobilized? (If yes, attach documentation of mobilization concerns.) | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.3 Are geotechnical hazards present, such as steep slopes, areas with landslide potential, soils subject to liquefaction, or would an infiltration facility need to be built less than 10 feet from a building foundation or other improvements subject to undermining by saturated soils? (If yes, attach documentation of geotechnical hazard.) | <input type="checkbox"/> | <input type="checkbox"/> |

Respond to Questions 2.4 through 2.8 only if the project proposes to use an **infiltration device***.

- | | | |
|---|--------------------------|--------------------------|
| 2.4 Do local water district or other agency's policies or guidelines regarding the locations where infiltration may occur, the separation from seasonal high groundwater, or setbacks from potential sources of pollution prevent infiltration devices from being implemented at this site? (If yes, attach evidence documenting this condition.) | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.5 Would construction of an infiltration device require that it be located less than 100 feet away from a septic tank, underground storage tank with hazardous materials, or other potential underground source of pollution? (If yes, attach evidence documenting this claim.) | <input type="checkbox"/> | <input type="checkbox"/> |

* See Glossary (Attachment 1) for definitions.

Infiltration Feasibility Worksheet

- | | Yes | No |
|---|--------------------------|--------------------------|
| 2.6 Is there a seasonal high groundwater table or mounded groundwater that would be within 10 feet of the base of an infiltration device* constructed on the site? (If yes, attach documentation of high groundwater.) | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.7 Are there land uses that pose a high threat to water quality – including but not limited to industrial and light industrial activities, high vehicular traffic (i.e., 25,000 or greater average daily traffic on a main roadway or 15,000 or more average daily traffic on any intersecting roadway), automotive repair shops, car washes, fleet storage areas, or nurseries? (If yes, attach evidence documenting this claim.) | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.8 Is there a groundwater production well within 100 feet of the location where an infiltration device would be constructed? (If yes, attach map showing the well.) | <input type="checkbox"/> | <input type="checkbox"/> |

3. Results of Feasibility Determination

- | | Infeasible | Feasible |
|--|--------------------------|--------------------------|
| 3.1 Based on the results of the Section 2 feasibility analysis, infiltration is (check one): | <input type="checkbox"/> | <input type="checkbox"/> |

→ If "FEASIBLE" is indicated for Item 3.1, then the amount of stormwater requiring treatment must be treated with infiltration (or rainwater harvest and use, if feasible). **Infiltration facilities*** may be designed for the area from which runoff must be treated.

→ If "INFEASIBLE" is checked for item 3.1, then the applicant may use appropriately designed **biotreatment facilities*** for compliance with C.3 treatment requirements. The applicant is encouraged to maximize infiltration of stormwater if site conditions allow.

Name of Applicant (Print)

Name of Applicant (Sign)

Date

* See Glossary (Attachment 1) for definitions.

Form 3: Rainwater Harvesting and Use Feasibility Worksheet

Complete this worksheet for all **C.3 Regulated Projects*** for which the project density exceeds the **screening density*** provided by municipal staff. Use this worksheet to determine the feasibility of treating the **C.3.d amount of runoff*** with rainwater harvesting and use for indoor, non-potable water uses. Where it is infeasible to treat the C.3d amount of runoff with either harvesting and use or infiltration, stormwater may be treated with **biotreatment*** measures. See Glossary (Attachment 1) for definitions of terms marked with an asterisk (*).

Complete this worksheet for the entire project area. If the project includes one or more buildings that each individually has a roof area of 10,000 square feet or more, complete a separate copy of this form for each of these buildings.

1. Enter Project Data.

- 1.1 Project Name: _____
- 1.2 Project Address: _____
- 1.3 Applicant/Agent Name: _____
- 1.4 Applicant/Agent Address: _____

(For projects with a potential non-potable water use other than toilet flushing, skip to Question 5.1)

- 1.5 Project Type: _____ If residential or mixed use, enter # of dwelling units: _____
- 1.6 _____ Enter square footage of non-residential interior floor area.: _____
- 1.7 **Potential rainwater capture area***: _____ sq.ft.
- 1.8 If it is a **Special Project***, indicate the percentage of **LID treatment*** reduction: _____ percent
(Item 1.8 applies only to entire project evaluations, not individual roof area evaluations.)
- 1.9 Total potential rainwater capture area that will require LID treatment: _____ sq.ft.
(This is the total rain capture area remaining after any Special Project LID treatment reduction is applied.)

2. Calculate Area of Self-Treating Areas, Self-Retaining Areas, and Areas Contributing to Self-Retaining Areas.

(For areas within the Potential Rain Capture Area only)

- 2.1 Enter square footage of any **self-treating areas*** in the area that is being evaluated: _____ sq.ft.
- 2.2 Enter square footage of any **self-retaining areas*** in the area that is being evaluated: _____ sq.ft.
- 2.3 Enter the square footage of areas contributing runoff to **self-retaining area***: _____ sq.ft.
- 2.4 TOTAL of Items 2.1, 2.2, and 2.3: _____ sq.ft.

3. Subtract credit for self-treating/self-retaining areas from area requiring treatment.

- 3.1 Subtract the TOTAL in Item 2.4 from the potential rainwater capture area in Item 1.9: _____ sq.ft.
- 3.2 Convert the remaining area required for treatment in Item 3.1 from square feet to acres: _____ acres

4. Determine feasibility of use for toilet flushing based on demand

- 4.1 Project's dwelling units per acre of adjusted potential rain capture area (Divide the number in 1.5 by the number in 3.2) _____ dwelling units/acre
- 4.2 Non-residential interior floor area per acre of adjusted potential rain capture area (Divide the number in 1.6 by the number in 3.2) _____ Int. non-res. floor area/acre

Note: formulas in Items 4.1 and 4.2 are set up, respectively, for a residential or a non-residential project. Do not use these pre-set formulas for mixed use projects. For mixed use projects, evaluate the residential toilet flushing demand based on the dwelling units per acre for the residential portion of the project (use a prorated acreage, based on the percentage of the project dedicated to residential use). Then evaluate the commercial toilet flushing demand per acre for the commercial portion of the project (use a prorated acreage, based on the percentage of the project dedicated to commercial use).

* See definitions in Glossary (Attachment 1)

Rainwater Harvesting and Use Feasibility Worksheet

- 4.3 Refer to the applicable countywide table in Attachment 2. Identify the number of dwelling units per impervious acre needed in your Rain Gauge Area to provide the toilet flushing demand required for rainwater harvest feasibility. _____ dwelling units/acre
- 4.4 Refer to the applicable countywide table in Attachment 2. Identify the square feet of non-residential interior floor area per impervious acre needed in your Rain Gauge Area to provide the toilet flushing demand required for rainwater harvest feasibility. _____ int. non-res. floor area/acre

Check "Yes" or "No" to indicate whether the following conditions apply. If "Yes" is checked for any question, then rainwater harvesting and use is infeasible. As soon as you answer "Yes", you can skip to Item 6.1. If "No" is checked for all items, then rainwater harvesting and use is feasible and you must harvest and use the C.3.d amount of stormwater, unless you infiltrate the C.3.d amount of stormwater*.

- 4.5 Is the project's number of dwelling units per acre of adjusted area requiring treatment (listed in Item 4.1) LESS than the number identified in Item 4.3? Yes No
- 4.6 Is the project's square footage of non-residential interior floor area per acre of adjusted area requiring treatment (listed in Item 4.2) LESS than the number identified in Item 4.4? Yes No

5. Determine feasibility of rainwater harvesting and use based on factors other than demand.

- 5.1 Does the requirement for rainwater harvesting and use at the project conflict with local, state, or federal ordinances or building codes? Yes No
- 5.2 Would the technical requirements cause the harvesting system to exceed 2% of the Total Project Cost, or has the applicant documented economic hardship in relation to maintenance costs? (If so, attach an explanation.) Yes No
- 5.3 Do constraints, such as a slope above 10% or lack of available space at the site, make it infeasible to locate on the site a cistern of adequate size to harvest and use the C.3.d amount of water? (If so, attach an explanation.) Yes No
- 5.4 Are there geotechnical/stability concerns related to the surface (roof or ground) where a cistern would be located that make the use of rainwater harvesting infeasible? (If so, attach an explanation.) Yes No
- 5.5 Does the location of utilities, a septic system and/or **heritage trees*** limit the placement of a cistern on the site to the extent that rainwater harvesting is infeasible? (If so, attach an explanation.) Yes No

Note 1: It is assumed that projects with significant amounts of landscaping will either treat runoff with landscape dispersal (self-treating and self-retaining areas) or will evaluate the feasibility of harvesting and using rainwater for irrigation using the curves in Appendix F of the LID Feasibility Report.

6. Results of Feasibility Determination

- 6.1 Based on the results of the feasibility analysis in Item 4.4 and Section 5, rainwater harvesting/use is (check one): Infeasible Feasible

→ If "FEASIBLE" is indicated for Item 6.1 the amount of stormwater requiring treatment must be treated with harvesting/use, unless it is infiltrated into the soil.

→ If "INFEASIBLE" is checked for Item 6.1, then the applicant may use appropriately designed **bioretention***¹ facilities for compliance with C.3 treatment requirements. If Ksat > 1.6 in./hr., and infiltration is unimpeded by subsurface conditions, then the bioretention facilities are predicted to infiltrate 80% or more average annual runoff. If Ksat < 1.6, maximize infiltration of stormwater by using bioretention if site conditions allow, and remaining runoff will be discharged to storm drains via facility underdrains. If site conditions preclude infiltration, a lined bioretention area or flow-through planter may be used.

Applicant (Print)

Applicant (Sign)

Date

* See definitions in Glossary (Attachment 1)

LID Feasibility Worksheet
Attachment 2: Toilet-Flushing Demand for Harvested Rainwater¹ Required for Rainwater Harvesting Feasibility per Impervious Acre (IA)²

Table 1 - Alameda County:

Rain Gauge ³	Required Demand (gal/day/IA) ⁴	Residential		Office/Retail ⁵		Schools ⁶	
		No. of residents per IA ⁷	Dwelling Units per IA ⁸	Employees per IA ⁹	Interior Floor Area (sq.ft./IA) ¹⁰	Employees ¹¹ per IA	Interior Floor Area (sq.ft./IA) ¹²
Berkeley	5,900	690	255	860	172,000	170	51,000
Dublin	4,100	480	177	590	118,000	120	36,000
Hayward	4,800	560	207	700	140,000	140	42,000
Palo Alto	2,900	340	125	420	84,000	90	27,000
San Jose	2,400	280	103	350	70,000	70	21,000

Table 2 - Santa Clara County:

Rain Gauge ³	Required Demand (gal/day/IA) ⁴	Residential		Office/Retail ⁵		Schools ⁶	
		No. of residents per IA ⁷	Dwelling Units per IA ⁸	Employees per IA ⁹	Interior Floor Area (sq.ft./IA) ¹⁰	Employees ¹¹ per IA	Interior Floor Area (sq.ft./IA) ¹²
Morgan Hill	6,500	760	260	940	188,000	190	57,000
Palo Alto	2,900	340	116	420	84,000	90	27,000
San Jose	2,400	280	96	350	70,000	70	21,000

Table 3 – San Mateo County:

Rain Gauge ³	Required Demand (gal/day/IA) ⁴	Residential		Office/Retail ⁵		Schools ⁶	
		No. of residents per IA ⁷	Dwelling Units per IA ⁸	Employees per IA ⁹	Interior Floor Area (sq.ft./IA) ¹⁰	Employees ¹¹ per IA	Interior Floor Area (sq.ft./IA) ¹²
Palo Alto	2,900	340	124	420	84,000	90	27,000
San Francisco	4,600	530	193	670	134,000	140	42,000
SF Oceanside	4,300	500	182	620	124,000	130	39,000

Table 4 – Contra Costa County:

Rain Gauge ³	Required Demand (gal/day/IA) ⁴	Residential		Office/Retail ⁵		Schools ⁶	
		No. of residents per IA ⁷	Dwelling Units per IA ⁸	Employees per IA ⁹	Interior Floor Area (sq.ft./IA) ¹⁰	Employees ¹¹ per IA	Interior Floor Area (sq.ft./IA) ¹²
Berkeley	5,900	690	254	860	172,000	170	51,000
Brentwood	4,200	490	180	610	122,000	120	36,000
Dublin	4,100	480	176	590	118,000	120	36,000
Martinez	5,900	690	254	860	172,000	170	51,000

Table 5 – Solano County:

Rain Gauge ³	Required Demand (gal/day/IA) ⁴	Residential		Office/Retail ⁵		Schools ⁶	
		No. of residents per IA ⁷	Dwelling Units per IA ⁸	Employees per IA ⁹	Interior Floor Area (sq.ft./IA) ¹⁰	Employees ¹¹ per IA	Interior Floor Area (sq.ft./IA) ¹²
Lake Solano	9,000	1,050	362	1,300	260,000	270	81,000
Martinez	5,900	690	238	860	172,000	170	51,000

Notes:

1. Demand thresholds obtained from the “Harvest and Use, Infiltration and Evapotranspiration Feasibility/Infeasibility Criteria Report” (LID Feasibility Report) submitted to the Regional Water Board on May 1, 2011.
2. Toilet flushing demands assume use of low flow toilets per the California Green Building Code.
3. See Attachment 3 to identify the rain gauge that corresponds to the project site.
4. Required demand per acre of impervious area to achieve 80% capture of the C.3.d runoff volume with the maximum allowable drawdown time for cistern of 50,000 gallons or less, from Table 9 of the LID Feasibility Report.
5. “Office/Retail” includes the following land uses: office or public buildings, hospitals, health care facilities, retail or wholesale stores, and congregate residences.
6. “Schools” includes day care, elementary and secondary schools, colleges, universities, and adult centers.
7. Residential toilet flushing demand identified in Table 10 of the LID Feasibility Report.
8. Residential toilet flushing demand divided by the countywide average number of persons per household (US Census data reported on www.abag.org), as follows: Alameda County: 2.71 persons per household; Santa Clara County: 2.92; San Mateo County: 2.74; Contra Costa County: 2.72; Solano County: 2.90.
9. Office/retail employee toilet flushing demand identified in Table 10 of the LID Feasibility Report.
10. Interior floor area required for rainwater harvest and use feasibility per acre of impervious area is based on the number of employees in Column 5 multiplied by an occupant load factor of 200 square feet per employee (reference: 2010 California Plumbing Code, Chapter 4, Plumbing Fixtures and Fitting Fixtures, Table A, page 62.)
11. School employee toilet flushing demand identified in Table 10 of the LID Feasibility Report. Each school employee represents 1 employee and 5 “visitors” (students and others).
12. Interior floor area required for rainwater harvest and use feasibility per acre of impervious area is based on the number of employees in Column 7 multiplied by 6 to account for visitors, then multiplied by an occupant load factor of 50 square feet per employee (reference: 2010 California Plumbing Code).

LID Feasibility Worksheet Attachment 1: Glossary

Biotreatment

A type of low impact development treatment allowed under Provision C.3.c of the *MRP**, if infiltration, evapotranspiration and rainwater harvesting and use are infeasible. As required by Provision C.3.c.i(2)(vi), biotreatment systems shall be designed to have a surface area no smaller than what is required to accommodate a 5 inches/hour stormwater runoff surface loading rate and shall use biotreatment soil as specified in the biotreatment soil specifications submitted by the MRP co-permittees to the Regional Water Quality Control Board on May 1, 2011, or equivalent.

C.3 Regulated Projects:

Development projects as defined by Provision C.3.b.ii of the *MRP**. This includes public and private projects that create and/or replace 10,000 square feet or more of impervious surface, and restaurants, retail gasoline outlets, auto service facilities, and uncovered parking lots (stand-alone or part of another use) that create and/or replace 5,000 square feet or more of impervious surface. Single family homes that are not part of a larger plan of development are specifically excluded.

C.3.d Amount of Runoff

The amount of stormwater runoff from C.3 Regulated Projects that must receive stormwater treatment, as described by hydraulic sizing criteria in Provision C.3.d of the *MRP**.

Heritage Tree

An individual tree of any size or species given the 'heritage tree' designation as defined by the municipality's tree ordinance or other section of the municipal code.

Infiltration Devices

Infiltration facilities that are deeper than they are wide and designed to infiltrate stormwater runoff into the subsurface and, as designed, bypass the natural groundwater protection afforded by surface soil. These devices include dry wells, injection wells and infiltration trenches (includes French drains).

Infiltration Facilities

A term that refers to both infiltration devices and measures.

Infiltration Measures

Infiltration facilities that are wider than they are deep (e.g., bioinfiltration, infiltration basins and shallow wide infiltration trenches and dry wells).

Low Impact Development (LID) Treatment

Removal of pollutants from stormwater runoff using the following types of stormwater treatment measures: rainwater harvesting and use, infiltration, evapotranspiration, or, where these are infeasible, biotreatment.

Municipal Regional Stormwater Permit (MRP)

The municipal stormwater NPDES permit under which discharges are permitted from municipal separate storm sewer systems throughout the NPDES Phase I jurisdictions within the San Francisco Bay Region.

Potential Rainwater Capture Area

The impervious area from which rainwater may be potentially be captured, if rainwater harvesting and use were implemented for a project. If the entire site is evaluated for rainwater harvesting and use feasibility, this consists of the impervious area of the proposed project; for redevelopment projects that replace 50% or more of the existing impervious surface, it also includes the areas of existing impervious surface that are not modified by the project. If only a roof area or designated impervious area is evaluated for rainwater harvesting and use feasibility, the potential rainwater capture area consists only of the applicable impervious area.

Screening Density

A threshold of density (e.g., number of units or interior floor area) per acre of impervious surface, associated with a certain potential demand for non-potable water, for C.3 regulated projects. The screening density varies by municipality, according to location (see Attachment 2.) If the screening density is met or exceeded, the Rainwater Harvesting and Use Feasibility Worksheet must be completed for the project.

Self-Retaining Area

A portion of a development site designed to retain the first one inch of rainfall (by ponding and infiltration and/or evapotranspiration) without producing stormwater runoff. Self-retaining areas must have at least a 2:1 ratio of contributing area to a self-retaining area and a 3" ponding depth. Self-retaining areas may include graded depressions with landscaping or pervious pavement.

Areas that Contribute Runoff to Self-Retaining Areas are impervious or partially pervious areas that drain to self-retaining areas.

Self-Treating Area

A portion of a development site in which infiltration, evapotranspiration and other natural processes remove pollutants from stormwater. Self-treating areas may include conserved natural open areas, areas of landscaping, green roofs and pervious pavement. Self-treating areas treat only the rain falling on them and do not receive stormwater runoff from other areas.

Special Projects

Certain types of smart growth, high density and transit oriented development projects that are allowed, under Provision C.3.e.ii of the MRP, to receive LID treatment reductions. The specific development project types will be described in an amendment to the MRP, anticipated in Fall 2011.

Total Project Cost

Total project cost includes the construction (labor) and materials cost of the physical improvements proposed; however, it does not include land, transactions, financing, permitting, demolition, or off-site mitigation costs.

Exhibit 8: Mailing Labels

<http://www.sccgov.org/sites/planning/PermitsDevelopment/Permits/Documents/Mailing.pdf>



MAILING LIST AND LABELS—INSTRUCTIONS FOR PROPERTIES WITHIN 300 FT. OF THE COUNTY BOUNDARY

If you are filing an application for a property that is within 300 ft. of the County boundary and notice to neighboring property owners is required, you must prepare mailing labels for properties in the adjacent county. These labels will be used by the Santa Clara County Planning Office to send the notice of the public hearing for your application. The labels will be affixed to the notice of hearing and mailed to neighboring property owners in the adjacent county. A copy of the labels will be retained in the file to verify the names on the labels.

Requirements for the mailing labels:

- Assessor Parcel Number (APN), name and mailing address of any affected property owner.
- Typed or legibly printed.
- Labels must be self-adhesive and on label sheets. Loose labels will not be accepted.
- Envelopes will not be accepted.
- Place an asterisk (*) next to name of adjoining property owner.
- Include parcels in the adjacent county only. The Santa Clara County Planning Office will prepare labels for properties within Santa Clara County.

Sample
Label

APN 000-00-000
Sample A. Name
1234 Any Street
Any City CA 98765

APN maps of affected properties in the adjacent county must be included. See reverse for instructions.

Mailing labels are available at most stationary stores or are available from the Planning Office for \$.25 per sheet (33 labels per sheet 1" x 2 3/4").

Statement by Owner/Applicant

I am the owner/applicant and have prepared the mailing labels according to the requirements of Santa Clara County. If the mailing labels are inaccurate or illegible, I understand that my application will not be processed or the approval may be invalidated.

Owner/Applicant

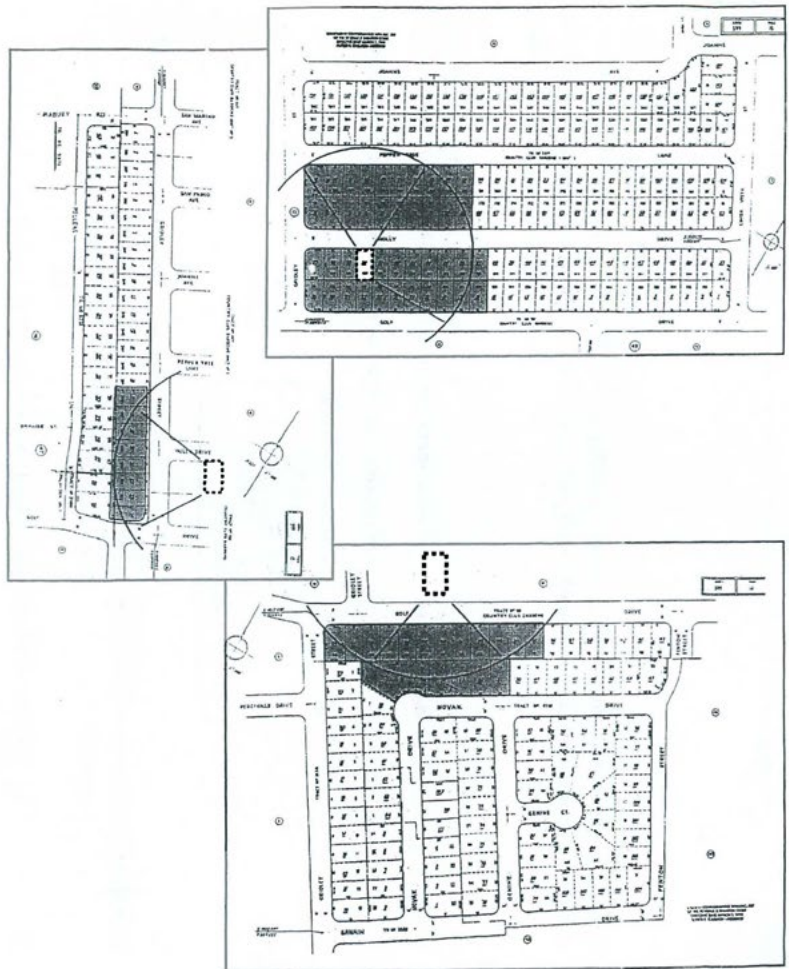
Date

About the Mailing List

This mailing list must contain the names, addresses, and Assessor's Parcel Numbers (APNs) of property owners in the adjacent county, which are legally entitled to be notified of the application. In most cases this means owners of property within 300 ft. of the subject parcel(s) boundary. However, when an application for Building Site Approval in the HS, RHS or R1E zoning districts pertains to land with an average slope of the proposed developed area greater than or equal to 30% (see handout), a 500 ft. radius from the subject parcel(s) applies.

The required assessor parcel maps and ownership information for this mailing list may be obtained from the County Assessor's Office of the adjacent county. Using the Assessor's Parcel Maps, measure the scale equivalent of 300 ft. (500 ft., if applicable) from the outer boundary of the parcel(s) affected by this application. Make a note of all APNs within this radius. Look up ownership information for these APNs which contain the most recent names and addresses, and copy it onto the mailing list. An asterisk (*) must be placed next to the names of all adjoining property owners

All Assessor's Parcel Maps required to produce this mailing list must be submitted along with the application to verify the accuracy of the mailing list.



10/31/96 revised 7/23/97

Exhibit 9: Letter from Santa Clara County re: gsf

County of Santa Clara

Department of Planning and Development
Planning Office

County Government Center, East Wing, 7th Floor
70 West Hedding Street
San Jose, California 95110-1705
(408) 299-5770 FAX (408) 288-9198
www.sccplanning.org



September 23, 2009

Catherine Palter, Assistant Director Land Use and Planning
Laura Goldstein, Director of Project Management
Stanford University
3145 Porter Drive
Palo Alto, CA 94305

Re: Methodology for Calculating Building Area Square Footage

Dear Catherine and Laura,

This letter is to confirm the methodology for calculating building square footage area as prescribed in correspondence from Jody Hall Esser, dated March 3, 2009, regarding Stanford 2000 General Use Permit (GUP) Staff Interpretation Regarding Definition of "Square Feet" (Attachment 1). Pursuant to this Staff Interpretation, the definition in the California Government Code section 65995 (b)(2) for "chargeable covered and enclosed space" applies to the calculation of square footage for all past and future buildings constructed, affordable housing in lieu fee payments, and school impact fee payments under the 2000 GUP.

Stanford shall provide the building calculations for each building proposed for construction or demolition at the time of permit application (Architecture and Site Approval and/or building permit) consistent with California Code Section 65995. In addition, Stanford shall also supply the building calculations consistent with the 2007 Uniform Building Code, Chapter 5 at the time of building permit application. The calculations shall be delineated in a summary table, as shown in Attachment 2, and based on the following codes:

California Government Code Section 65995-65998:

- Calculate outside wall to outside wall dimensions.
- Inclusive of: interior rooms and structural elements, stairwells on each floor, elevator shaft on ground floor only, basements, attic space if counted as a story, and mezzanines.

Board of Supervisors: Donald F. Gage, George Shirakawa, Dave Cortese, Ken Yeager, Liz Kniss
County Executive: Jeffrey V. Smith



- Exclusive of: covered balconies and patios, uncovered balconies and patios, open floor spaces to below, covered arcades, light wells, mechanical shafts, tunnels, elevator shafts on all floors except ground floor (ground floor is inclusive), penthouses, and mechanical/utility room (includes AV, steam, equipment, electrical, IT, and janitorial mop sink rooms).

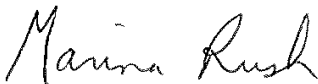
2007 Uniform Building Code, Chapter 5:

- Calculate outside to outside wall dimensions.
- Inclusive of: interior rooms and structural elements, covered balconies and patios, covered arcades, stairwells on each floor, elevator shafts on ground floor only, basements, attic space if counted as a story, storage areas.
- Exclusive of: uncovered balconies and patios, open to spaces below, light wells, mechanical shafts, tunnels, penthouses and mezzanines.

Please note: the County has contracted with a third party to provide square footage calculations for Stanford University buildings, for area verification purposes, utilizing the two County prescribed methods. We anticipate the results from the third party verification completed by October 1, 2009.

If you have any questions or need further clarification, please call me at (408) 299-5784.

Sincerely,



Marina Rush, Planner
Department of Planning and Development

enc: Attachment 1: County of Santa Clara correspondence, March 3, 2009
Attachment2: County of Santa Clara GSF Calculation Template (2000 GUP)

c: Charles Carter
Jody Hall Esser
Tom Whisler
Michael Lopez
Lizanne Reynolds
Gary Rudholm
Kavitha Kumar

County of Santa Clara

Department of Planning and Development
Planning Office
County Government Center, East Wing, 7th Floor
70 West Hedding Street, 7th Floor
San Jose, California 95110
(408) 299-5770 FAX (408) 288-9198
www.sccplanning.org



March 3, 2009

Charles S. Carter, Director
Stanford University
Land Use and Environmental Planning Office
655 Serra Street
Stanford, CA 94305-6115

Stanford, CA 94305

Re: Stanford 2000 GUP Staff Interpretation Regarding Definition of "Square Feet"

Dear Charles,

When there have been questions about the Stanford 2000 General Use Permit (2000 GUP) conditions, staff has periodically reviewed the matter and issued interpretations to help clarify the application of GUP conditions and terminology. The following interpretation confirms the definition of "square feet" to be used to quantify and control the amount of development permitted by the GUP and to ensure accuracy of In Lieu Payments that accrue to the County's Office of Affordable Housing and to the Palo Alto Unified School District.

Interpretation

The definition of "chargeable covered and enclosed space" in Government Code Section 65995(b)(2) shall be used to calculate square feet under the 2000 GUP. This definition applies to the calculation of square footage for the all buildings demolished and constructed, affordable housing in lieu payments, and school impact fees.

Background/Analysis

The Stanford General Use Permit (GUP) entitles Stanford to construct up to 2.035 million "net square feet" of academic and support facilities and up to 3018 campus housing units for students, faculty and staff; it requires construction of one additional affordable housing unit (for non-students, faculty and staff) for every 11,763 square feet of academic development or payment in-lieu thereof; and requires the University to make "school facilities impact fee" payments to the Palo Alto Unified School District.

The term "square feet" is not defined in the 2000 GUP, the Stanford Community Plan or the related California Environmental Quality Act (CEQA) documents. For almost 20 years, Stanford has used a definition that includes spaces within the exterior walls on any/all buildings that can be occupied. Confirming the definition to be used is fundamental to quantifying and controlling the amount of development remaining under the GUP and to ensure the accuracy of In Lieu Payments that accrue to the County's Office of Affordable Housing and to the Palo Alto Unified

School District. Confirming this definition is also important to Stanford for advance planning, design and funding purposes.

In researching this issue, staff learned, among other things, that:

- Stanford's 2000 GUP application was sized as the result of a lengthy effort to quantify future space that could be occupied for academic, academic support, cultural, student activity and athletic space, as well as housing for faculty staff and students. In other words, it was based on a square footage calculation of occupiable space; and
- Analysis in the CEQA documents and mitigation measures in the 2000 GUP in such categories as traffic, circulation, parking, water consumption, recreational/cultural facilities, public services and housing were based on campus population or occupancy (not square footage).

After careful consideration and consultation with County Counsel, it was determined that it is appropriate to use the definition of "chargeable covered and enclosed space" in Government Code Section 65995 (b) (2) to calculate school facilities impact fees. This definition will be applied to all past and future buildings constructed and demolished under the 2000 GUP. This definition provides uniformity in approach and provides an understandable nexus between the impacts expected to result from campus growth (increase in student, faculty and staff numbers) and the net new square footage these individuals will occupy on the campus under the 2000 GUP.

This definition includes all occupiable areas within the external walls of a building, excluding mechanical shafts, all internal stairwell landings and elevator platforms on every floor. This is very close but not identical to the definition that Stanford has used for almost 20 years: Stanford's definition excludes mechanical shafts, and stairwell landings and elevator platforms on all floors (versus one floor). Therefore, the County will confirm, at Stanford's expense, square footage of all buildings constructed and demolished to date under the 2000 GUP and will prepare adjustment billings for payments due to the In Licu Housing fund and/or Palo Alto Unified School District if applicable.

In addition to this Interpretation Letter, this definition will be included for reference in the Annual Report #8 and each Annual Report hereafter.

If you have any questions or need further clarification, please call me at (408) 299-6741.

Sincerely,



Jody Hall Esser, Director
Department of Planning and Development

cc: Sylvia Gallegos
Mike Lopez
District 5
Gary Rudholm
Marina Rush
Lizanne Reynolds

**COUNTY OF SANTA CLARA
GSF CALCULATION TEMPLATE – (2000 GUP)**

Provide the gross square feet calculations on a floor-by-floor basis based on gross floor area (external wall to external wall) and itemized deductions for: 1) California Building Code Chapter 5 and 2) Government Code 65995-98/2000 GUP.

GROSS SQUARE FOOTAGE (SAMPLE BUILDING)

	CBC Chapter 5 Square feet	Gov. Code/GUP Square feet
Floor 1	15,000	15,000
Adjustments (deductions listed):		
Light well	<25>	<25>
Mechanical shafts	<18>	<18>
Covered patios	included	<100>
Tunnel	<230>	<230>
Covered arcade	included	<1,000>
Pump room	included	<170>
<i>Floor 1 Adjusted gsf</i>	<i>14,727</i>	<i>13,457</i>
Floor 2	13,750	13,750
Adjustments:		
Light well	<25>	<25>
Mechanical shafts	<18>	<18>
Elevator shaft	<32>	<32>
Janitorial equip room	included	<40>
Mezzanine	<450>	Included
<i>Floor 2 Adjusted gsf</i>	<i>13,225</i>	<i>13,635</i>
<i>Penthouse</i>	<i><550></i>	<i><550></i>
TOTAL GSF	27,952	27,092

2007 CBC Chapter 5:

Calculate outside to outside wall dimensions. Inclusive of: interior rooms and structural elements, covered balconies and patios, covered arcades, stairwells on each floor, elevator shafts on ground floor only, basements, attic space if counted as a story, and storage areas. Exclusive of: uncovered balconies and patios, open floor spaces to below, light wells, mechanical shafts, tunnels, and pent houses and mezzanines.

Government Code Sect 65995-65998 (PAUSD and 2000 GUP):

Calculate outside to outside wall dimensions. Inclusive of: interior rooms and structural elements, stairwells on each floor, elevator shaft on ground floor only, basements, attic space if counted as a story, and mezzanines. Exclusive of: covered balconies and patios, uncovered balconies and patios, open floor spaces to below, covered arcades, light wells, mechanical shafts, tunnels, elevator shafts on all floors except ground floor (ground floor is inclusive), penthouses, and mechanical and utility rooms (includes equipment, steam, AV, electrical, IT, and janitorial sink mops).

County of Santa Clara

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ATTACHMENT 3

To: Catherine Palter, Assistant Planning Director, Stanford

From: Marina Rush, Planner, County of Santa Clara

Date: February 24, 2010

Subject: Supplement to County Correspondence, March 3, 2009, Staff Interpretation
Regarding Definition of Square Feet, 2000 GUP

This memorandum serves as a Supplement to the Staff Interpretation, dated March 3, 2009, regarding calculating square footage in order to identify the specific Government Code section and define the terms contained therein.

Government Code 65995(b)(2):

In the case of any commercial or industrial construction, thirty-one cents (\$0.31) per square foot of chargeable covered and enclosed space. "Chargeable covered and enclosed space," for this purpose, means the covered and enclosed space determined to be within the perimeter of a commercial or industrial structure, excluding any storage areas incidental to the principal use of the construction, garage, parking structure, unenclosed walkway, or utility or disposal area. The determination of the chargeable covered and enclosed space within the perimeter of a commercial or industrial structure shall be made by the building department of the city or county issuing the building permit, in accordance with the building standards of that city or county.

The Government Code 65995(b)(2)) defines "Chargeable covered and enclosed space," as the covered and enclosed space determined to be within the perimeter of a commercial or industrial structure. The County of Santa Clara interprets this to mean to the outside wall of the structure. Chargeable and covered enclosed space excludes several types of spaces, and are defined below for purposes of 2000 GUP square footage counting, calculating school fees, and calculating below market rate housing in lieu (BMR) fees.

- “any storage areas incidental to the principal use of construction”: This does not describe the types of storage areas located in Stanford buildings so storage areas are not excluded from chargeable space.
- “garage”: Garages associated with faculty and staff housing are excluded.
- “parking structure”: aboveground and underground parking structures are excluded from chargeable space.
- “unenclosed walkway”: arcades, balconies, exterior walkways are excluded. In addition, tunnels are excluded when they serve as an underground walkway (connection) between buildings. They are included in chargeable space when they are for ingress and egress.
- “utility area”: mechanical rooms and shafts are excluded from chargeable space.
- Elevator shafts: are excluded from chargeable space on all except one floor, because that room can only exist on one floor at a time.
- “disposal area”: interior disposal areas are excluded from chargeable space.

