

# “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: