

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



August 14, 2020

****Sent via email ****

Will Howekamp
Stanford University
340 Bonair Siding
Stanford, CA 94305
Email: howekamp@stanford.edu

FILE NUMBER: PLN20-081
SUBJECT: Architecture and Site Approval (ASA) and Grading Approval –
Land, Buildings & Real Estate (LBRE) Replacement Building
SITE LOCATION: 560 Fremont Road, CA 94305
DATE RECETVED: 7/17/2020

Dear Will Howekamp:

Your application for Architecture and Site Approval (ASA) and Grading Approval, including redistribution of square footage under the 2000 Stanford General Use Permit, is **incomplete**. For the application processing to resume, you must resolve the following issues and submit the information listed below.

Please note that the Department is only accepting electronic submittals due to COVID-19 closures. Please refer to procedures for Planning Resubmittals available on the County website at

<https://www.sccgov.org/sites/dpd/Iwantto/Permits/Pages/PlanningResubmittals.aspx>.

If you have any questions about the information being requested, you should first call the person whose name is listed as the contact person for that item. He or she represents a specialty or office and can provide details about the requested information.

**AN APPOINTMENT IS REQUIRED FOR THIS RESUBMITTAL.
PLEASE CALL ME AT (408) 299-5740 TO SCHEDULE AN APPOINTMENT.**

Please submit a complete revised plan set and a *written response* with the resubmittal materials, addressing the following items. All items must be addressed and included in the resubmittal.

PLANNING

Contact Charu Ahluwalia at (408) 299-5740 or charu.ahluwalia@pln.sccgov.org for information regarding the following items.

Demolition at Bonair Siding

1. Provide grading quantities associated with proposed demolition at the Bonair Siding site. Clarify if any of the proposed structures to be demolished have basements.
2. Supplement the project description with details on treatment of the Bonair Siding site post-demolition.

New LBRE Replacement Facility

3. Clarify if the number of employees at the proposed LBRE replacement facility will remain same as currently existing on the Bonair Siding site. The submitted Environmental Information Form states maximum number of employees at the new facility would be 295 (163 office employees and 132 technicians). The form has no information regarding the current number of employees at Bonair Siding.
4. Demarcate removal of 250 commuter parking spaces in the existing Searsville Parking lot (L-22), on the site plan, sheet C2.0.
5. Update building elevations to include color rendering or clarify color of building materials with color samples of listed materials on sheets A3.1 and A3.2.
6. Clarify on sheet A1.1, which lighting fixtures are for the roadways and provide specifications of the existing lighting fixtures.

Transportation and Circulation

7. Please provide an updated Local Access and Circulation Study in response to the attached peer-review memo from the County's consultant AECOM dated August 14, 2020. Include a response letter describing the changes to this study.
8. Provide a signing and striping plan for the project site.

LAND DEVELOPMENT AND ENGINEERING

Contact Ed Duazo at (408) 299-5733 or ed.duazo@pln.sccgov.org for more information regarding the following items:

9. Based on a pre-submittal meeting, it was noted that the ASA and Grading Applications would cover a scope of work that would be constructed in phases with separate permits and separate construction timelines. Provide details of the anticipated permit/construction timelines for each phase of the project.

10. The stormwater control plan notes the use of in-lieu credits from the East Campus Regional Stormwater Capture System. However, the project is in a different watershed (San Francisquito Creek) from the east campus (Matadero Creek). The applicable regional capture facility should be the West Campus Regional Stormwater Capture System (County File No. 10689-18C3). Revise the plans accordingly.

11. There are discrepancies between the impervious area summary table in the plans (Sheet C5.0 – ASA Stormwater Treatment Plan) and the C.3 questionnaire. Please review and revise the plans and/or questionnaire to address the discrepancies.

12. The C.3 Questionnaire submitted with the application is not the most current version of the questionnaire. Please re-submit using the current version. The current version is available on the County website at:

https://www.sccgov.org/sites/dpd/DocsForms/Documents/Stormwater_CWP_Questionnaire_NC.pdf

13. Some line items in the questionnaire have not been completed (e.g., Project Description, Hydraulic Sizing Criteria, the Responsible Part for the O&M Agreement). Complete all fields in the questionnaire. This information is required and is reported to the State Water Board.

14. Please review Section 6 of the Questionnaire. Have all Site Design Measure and Source Control Measures for the project been identified? Are downspouts connected to storm drains? Isn't the trash enclosure for the LBRE Building being connected to sanitary sewer and covered? Will the corporation yard require source control measures (e.g., outdoor material storage protection)? Will storm drains be labeled? Please review and confirm that all applicable measures have been identified in the questionnaire.

15. In Section 6 of the Questionnaire, and more specifically, under the Treatment Systems section, please note Rainwater harvest and reuse as LID treatment. In the "Other" section, correct the regional facility reference to West Campus Stormwater Capture Facility – County File No. 10689-18C3.

FIRE MARSHAL

Contact Alex Goff at (408) 299-5763 or alex.goff@sccfd.org for more information regarding the following items:

16. List deferred submittals on the cover page (sheet G0.0), including but not limited to NFPA 13 fire sprinklers.

17. Sheet C7.0 shows materials storage in front of a proposed fire hydrant (west of the proposed LBRE building). All hydrants are to be kept clear and operable at all times.
18. Sheets C7.0 and C8.0 show a fire hydrant symbol (not labeled on plans) located between the LBRE building and shed 2. Clarify if this hydrant will remain or will be removed.
19. Sheet C8.0 shows a "proposed ladder truck access and staging area" at the southeast portion of the LBRE building. Clarify in the plans if this area will be a paved or landscaped with grass. This section of the road is not marked as fire department access.
20. Plans currently show a fire hose pull greater than 150 feet in length from fire department access. Per Ordinance Section 503.1.1 (exception 1.1) approval is needed from the Fire Code official to increase hose pull beyond 150 feet. This review will be conducted with the Building Permit submittal.

ADDITIONAL INFORMATION

The following comments are not an incomplete item but is information pertinent to the application.

21. The proposed LBRE replacement facility would replace the current Bonair Siding facility, which consists of seven buildings and eight unenclosed structures proposed to be demolished. The submitted DPR form for the demolition of these existing buildings in the Bonair Siding facility will require peer review. The Planning Department is currently soliciting a scope of work to conduct this peer-review. Pursuant to GUP Condition B.4, the peer review would be paid for by Stanford; an invoice will be forthcoming shortly.

If the requested information is not submitted within 180 days, you will be required to pay a fee of 10% of the application fee at the time the information is submitted. All requested information must be submitted within 1 year of the date of this letter and will not be accepted after 1 year. PARTIAL RESUBMITTALS WILL NOT BE PROCESSED. Fees required at the time of resubmittal will be those in effect at that time.

In submitting this land use application, the owner/applicant included an initial application fee. Application fees are categorized as "fixed fees" and "billable fees", based on the particular application type(s). "Fixed fee" applications do not require any additional fees to continue processing. However, when funds associated with a "billable fee" application have been spent, an additional deposit will be required to continue processing the application. As of the date of this letter, approximately 30% of the fees paid have been exhausted.

If you have any additional questions regarding this application or would like to meet to clarify Planning's incomplete comments, please call me at (408) 299-5740 or to schedule an appointment to do so.

Sincerely,



Charu Ahluwalia
Associate Planner

Enclosed: AECOM Peer-review Memo

cc: Manira Sandhir, Principal Planner
Alex Goff, Fire Marshal
Ed Duazo, LDE

From:
Lilia C. Scott
Nichole Seow

To:
Charu Ahluwalia, County of Santa Clara
Manira Sandhir, County of Santa Clara
David Rader, County of Santa Clara

Date:
August 14, 2020

Memorandum

Subject: LBRE Replacement Building - Traffic Reports Peer Review

Background

This project involves the proposal to relocate Land, Buildings & Real Estate (LBRE) activities, currently part of the Bonair Siding buildings, to the West Campus Development District at the intersection of Fremont Road and Electioneer Road. The proposed new location appears to currently be an industrial staging/parking facility and is between a golf course portion of the Stanford Siebel Varsity Golf Training Complex, Stanford's Central Energy Facility, and Stanford's Educational Farm. The project includes:

- Construction of a 73,000 academic square feet, three-story facility for employees, such as technicians, maintenance, warehouse, and event services staff to replace existing facilities at Bonair Siding. These are primarily essential employees whose work physically occurs on campus and who have limited opportunities to telecommute.
- Construction of an outdoor fenced corporation yard near the intersection of Electioneer and Fremont Roads. The yard is proposed to store vehicles, materials, and equipment used for the maintenance of academic fields, landscape elements, and turf around campus. The yard is also proposed to include two unenclosed sheds to store equipment and materials to replace existing facilities at Bonair Siding.
- Net reduction of approximately 300 parking spaces of the parking inventory:
 - Removal and reorganization of parking spaces currently along Electioneer Road, removing up to 55 spaces.
 - Removal of up to 250 commuter parking spaces in the existing Searsville parking lot (L-22) to create a storage site for University maintenance vehicles that primarily support building and grounds maintenance and management, including trucks and over-size trailers. The commuter spaces would be removed from the General Use Permit parking inventory as they would no longer be available for commuter, resident, or visitor use.
- Demolition of existing LBRE facilities (Bonair Siding) in the DAPER/Administrative Development District after staff, support materials, and equipment have been relocated to the new building.

The proposed building and program would replace the current Bonair Siding building and corporation yard which consists of seven buildings and several small unenclosed storage structures and contains LBRE maintenance vehicles along Bonair Siding Road in the DAPER/Administration Development District. The existing structures currently serve as offices, shops and storage for LBRE functions and total approximately 123,000 square feet. The Bonair Siding buildings will be demolished after occupancy of the new building in the West Campus Development District.

Reviewed Materials

The County has assembled six documents relevant to this project on their website: <https://www.sccgov.org/sites/dpd/Development/Current/Pages/Current.aspx> under Stanford (PLN20-081). This memorandum includes a peer review of these materials for compliance with the 2000 GUP requirement to generate no net new trips.

- [Plans](#)
- [Project Description](#)
- [Grading Justification](#) -- March 2, 2020, BKF Engineers Surveyors Planners
- [Circulation Study](#) – December 2020, Fehr and Peers
- [Environmental Information Form](#)
- [EIR Intersection Evaluation](#) – December 2020, Fehr and Peers

Findings

At a high level, the relocation of facilities workers and activities away from the commercial corridor along El Camino and the eastern edge of campus would have a positive impact on the campus composition.

The EIR Intersection Evaluation provides a screening analysis to determine if a formal TIA would be required. Based on this screening analysis, F&P found that further analysis was not needed based on the criteria described in the G11 requirements. AECOM concurs that this proposed project does not meet the threshold of condition G.11 of the 2000 GUP. While it is in the West Campus district, it does not represent an additional 100 or more housing units. It is also not a basketball arena expansion or replacement, performing arts center, Stanford Avenue faculty/staff housing, parking lots or structures with a net increase of 400 spaces or more. Finally, it does not include any parking space increase. As such, a project-specific traffic study is not required.

The proposed Land, Buildings & Real Estate (LBRE) relocation, however, does affect traffic circulation in the project vicinity and the memo by Fehr & Peers attempts to address its effects. Having reviewed the materials, AECOM has the following questions.

Land use

LU-1 – How will the land at Bonair Siding, where the old building is to be demolished, be re-purposed? Depending on the proposed new use, the change in land use may have additional transportation impacts not considered in this review.

Parking

Facilities staff being relocated here are most likely to be driving to work given the very early start of their work shifts; thus providing them reasonable parking accommodation is more crucial than other groups commuting to campus. The relocation of commuter parking from one part of campus to another will need to be examined to see if surrounding areas will be affected as a result. This peer review identified some questions regarding the proposed changes.

PK-1 – How many employees will be working in this location?

PK-2 -- Are there enough surplus parking spaces left to accommodate the employees relocated here even after the 305 are removed?

PK-3 – What is the current occupancy rate of Lot 22 and the on-street parking on Electioneer Road?

Roadway/intersection impacts

This project will relocate jobs from one part of campus to another; we do not anticipate an increase in overall traffic on campus as a result of the project. The Fehr and Peers December 2020 circulation study

examined the impact of the relocation of trips to the impacted intersection and found the impacts not to cause the intersections to exceed the level of service thresholds.

RI-1 – The package did not include the striping and signage plans nor provide any roadway design details. AECOM is unable to peer review or provide comments in those areas. We suggest providing an explanation for why these details were not provided.

RI-2 – With Electioneer Road no longer being used as a connection to Fremont Road, traffic on Campus Drive West will now be re-routed to use Searsville Road. As such, the intersection of Searsville Road / Campus Drive West should have been analyzed. Since the analysis appears to show an addition of six (6) more trips to the intersection likely already serving about 900 (based on Figure 3, the existing count at Intersection #3 for Campus West Drive) peak hour trips, we request this intersection be addressed in the materials in the form of either an analysis or written explanation as to why the analysis was not included.

RI-3 -- This peer review could not determine, from the materials, what is the control for Intersection #2 at Fremont Rd/Electioneer Rd. In the Circulation Study Report, it was analyzed as a 4-leg AWSC intersection. But on the plans, it appears to be a 3-leg roundabout.

RI-4 -- Figure 5 indicated that there will not be any project trips at Intersection #2 at Fremont Rd/Electioneer Rd. Please confirm that there will not be project vehicles accessing the shed on Electioneer Road at Intersection #2 at Fremont Rd/Electioneer Rd and that all the project trips will be going in / coming out from the access (on Fremont Road), north of Intersection #2 at Fremont Rd/Electioneer Rd.

Trucks

The Fehr and Peers Circulation Study noted that the project includes eight loading docks for trucks, as well as space for two to three tractor-trailer (large-wheelbase) trucks along the north edge of the building. The site includes a turnaround at the northwest corner for vehicle and truck maneuvering. F&P projects that these truck bays will generate 16 truck trips during the AM peak hour and 16 truck trips during the PM peak hour, and a total of 65 truck trips throughout the day.

TR-1 -- The analysis does not take into consideration the separate impact of truck trips which are inherently different from private automobile trips in terms of congestion and neighborhood impacts including noise, speed and roadway safety for other users including cars, pedestrians and bicyclists. This interaction between trucks and other users and their surrounding land uses can have a significant quality of life impact in the vicinity and should be addressed. Request truck impacts be addressed.

TR-2 -- Provide the “truck maneuvering diagrams” as mentioned in Section 3.5 of the report. They were not found in the Project plans.

Other Network Users

OU-1 -- Confirm the conflicting pedestrian numbers at Intersection #1 at Searsville Rd/Fremont Rd & Intersection #3 at Campus Drive West/Electioneer Rd as shown on the synchro output (for both peak hours, with and without project scenarios) in Appendix B; they do not appear to reflect the pedestrian counts displayed in Figure 4.

OU-2 -- Please ensure adequate lighting is provided in the project vicinity; the high vehicle movements of the shift workers getting in / out of the project area during the early morning can conflict with any early cyclists and vice versa. Adequate lighting will be crucial to the safety of the site.