

**Protocol-2000
to
1985 Stanford Land Use Policy Agreement**

The 1985 Stanford Land Use Policy Agreement established a document called the "Protocol" to implement the policies. As stated in the Agreement, "Staffs of the three parties, in cooperation, will maintain an informational document, known as a protocol, which outlines all adopted land use designations, regulations, restrictions, and review and referral procedures governing Stanford lands in Santa Clara County. Revisions to the Protocol will be made by the three staffs, to reflect any adopted changes in the County General Plan, the County Ordinance Code and Zoning Ordinance, the General Use Permit for Stanford lands, pertinent County procedures, and administrative practices and procedures agreed to by the three parties. Any such revisions will be reported to the Board of Supervisors and the City Council."

This revised Protocol outlines new policies and implementation procedures to reflect significant changes in policy relating to Stanford University adopted in 2000. It supersedes all previous versions of the protocol. This revision reflects the changes incorporated in (1) the Stanford University Community Plan and (2) the General Use Permit adopted by the County Board of Supervisors on December 12, 2000.

**Designations and Procedures for Unincorporated
Stanford University Lands in Santa Clara County**

1. Background: Incorporated and Unincorporated Stanford Lands

Stanford lands lie in Santa Clara and San Mateo Counties.

- a. Incorporated - Stanford land that has been developed for non-academic interim use has been annexed to cities, and is subject to city planning and zoning.
- b. Unincorporated - The remaining acreage is unincorporated (approximately 6,000 acres in the two counties) and is now used substantially for academic purposes or is reserved for academic use, including open space and field research uses.

2. Jurisdiction in unincorporated Santa Clara County

Map #1, which shows Local Spheres of Influence on Stanford University Lands, is included to clarify jurisdictions for the purpose of referral. The use of Stanford lands in the unincorporated area of Santa Clara County is governed by the County General Plan (which includes the Stanford University Community Plan), the County Zoning Ordinance, a conditional use permit known as the Stanford University General Use Permit, and other use permits and approvals as required.

3. County Land Use Designations and Zoning

- a. The Santa Clara County General Plan through the Stanford University Community Plan designates Stanford lands as follows*:
- (1) "Academic Campus" (AC) - applies to lands in current or intended academic use. Academic use includes both facilities used for teaching or research activities and the wide range of uses which support academic activity.
 - (2) "Campus Residential - Low Density" (CR-L) - applies to lands immediately adjacent to the Academic Campus area that have a low-density residential character and are used for housing University faculty and staff. This area shall be primarily residential (up to 8 units per acre), with some provision for limited commercial services oriented to the residential neighborhood;
 - (3) "Campus Residential - Medium Density" (CR-M) - applies to lands immediately adjacent to the Academic Campus area that have a higher density residential character and are used for housing University faculty and staff. This designation shall primarily be residential (between 8 and 15 units per acre), supplemented by services oriented to the residential neighborhood;
 - (4) "Campus Open Space" (COS) - applies to open space within the central campus area which shall be maintained as park-like areas, unimproved open space, landscape buffers, riparian corridors, and conservation areas;
 - (5) "Public Schools" (PS) - applies to land intended for use as a public school;
 - (6) "Open Space and Field Research" (OS/FR) - applies to undeveloped lands outside the Academic Growth Boundary. These lands are important for their environmental resources and for their role in creating an open space setting for the campus and the region. They also serve as a resource for field research and research-related activities dependent on the undeveloped foothill environment;
 - (7) "Special Conservation Areas" (SCA) - applies to lands south of Junipero Serra Boulevard which is deemed unsuitable for development due to natural resource constraints. Accordingly, no physical development other than that which supports conservation efforts may occur in these areas.
- b. Almost all Stanford land in Santa Clara County is currently zoned A1, "General Use". The zoning will be revised, where needed, to bring the zoning into conformity with the General Plan as amended by adoption of the Community Plan. This includes, but is not limited to, areas designated CR-L, CR-M, OS/FR, and SCA.

*Refer to the Community Plan for the exact wording and see Map #2, attached, for the location.

4. General Use Permit

The County General Use Permit (GUP) for Stanford lands allows development that conforms with the County General Plan (including the Stanford University Community Plan), the Zoning Ordinance, conditions and the maps that are part of the GUP and mitigation measures required pursuant to environmental review undertaken for the GUP.

5. Referral of Applications

- a. When Stanford applies to Santa Clara County for building or roadway construction (other than normal roadway repairs), Stanford notifies the Planning Director of the City of Palo Alto in writing. Stanford also supplies the City with a copy of the application, including all materials filed with Santa Clara County.
- b. When Stanford applies for a small project exemption (see section 6.e.(2) one set of plans (plot, elevation and floor) along with the letter of transmittal is delivered to the Palo Alto Planning Director. Within two weeks following the submittals, the Secretary of the Architectural and Site Approval Committee reviews the University's proposal and decides whether the small project exemption is appropriate.
- c. In any application, Stanford states whether or not it seeks municipal services or utilities from the City of Palo Alto for the proposed project.
- d. When the Santa Clara County Planning Office receives such an application from Stanford, it notifies the City of Palo Alto and forwards copies of the application for City review.
- e. Palo Alto may comment to Santa Clara County on a Stanford proposal pending before the County, within the time specified by the County.
- f. Stanford considers carefully such comments as Palo Alto may make, and attempts, where feasible and appropriate in its judgment, to accommodate the City's views.
- g. The City of Palo Alto advises a designated individual at Stanford University of all planning, land use, facilities, traffic and transportation matters before the City which may affect Stanford. The City supplies copies of any materials with respect to such matters which are also supplied to the Planning Commission, the City Council or other agencies of the City of Palo Alto.

6. County Review Procedures

The procedure for County review of a specific Stanford development application is determined by the Planning Director or his/her designee, pursuant to County ordinances, policies and procedures. In general the requirements are as follows:

- a. **Use Permits:** Use Permits must be approved by the Planning Commission.
- b. **Architecture & Site Approval:** Architecture and Site Approval (ASA) shall be required for the following types of construction:
 - (1) New construction, reconstruction, relocation and remodeling of academic uses.
 - (2) New construction, reconstruction, relocation and remodeling of multiple-family housing (including student housing and attached single-family housing).
 - (3) Construction of new parking lots or structures not associated with another project subject to ASA (including paving of unpaved parking areas).
 - (4) Construction, expansion, or modification of roadways on the campus.
 - (5) New or major changes in signs for a legally established use.
- c. **Design Review:** Design Review shall be required in lieu of ASA for the following projects :
 - (1) Construction or modification of single-family homes to the extent required by the Zoning Ordinance
 - (2) Project within 100 feet of designated scenic roads.
 - (3) When mandated by the zoning ordinance as the approval process for certain land use categories.
- d. **Subdivision:** 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 the Santa Clara County Subdivision Ordinance.
- e. **Permit Exemptions:** Neither Architecture and Site Approval nor Design Review shall be required for the following, unless the Secretary of the Architectural and Site Approval Committee determines that the characteristics of the particular project merit further review:
 - (1) Project is proposed within the Academic Growth Boundary and satisfies all the following criteria:
 - 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 6 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),
 - satisfy the design guidelines of Stanford University.
- (2) Project involves a minor change in land use of a previously approved and improved site. Such change shall be similar to the previous use and not require any additional site improvement. Examples include the following:
- Repair or reconstruction of existing roads including restriping, intersection improvements, driveway additions and closure where there is no substantial tree removal and no addition of any travel lanes.
 - Erection of street lighting, street signs, fences and gates, and curbing.
 - Conversion of minor streets to limited access status, including restriction to public vehicles and conversion of streets to bike and pedestrian pathways. Minor road or driveway projects which are being constructed in conjunction with a structure being reviewed by the Architectural & Site Approval Committee are included in that review.
 - Construction of bike and pedestrian pathways including modifications to street intersections to accommodate them
 - Erection of temporary signs and structures which have been approved under the County entertainment permit procedure.
 - Installation of landscaping associated work which is not a part of a project being reviewed by the Architecture and Site Approval Committee or by the Design Review procedure.
 - Construction of detached single-family residences and their accessory structures, including modifications and additions.
 - Installation of underground utility facilities.

7. Public Noticing

The Santa Clara County Planning Office provides public notice at least ten days in advance of a public hearing by the Planning Commission, Architectural and Site Approval Committee or Zoning Administrator on all Stanford applications in the following manner:

- a. A notice of public hearing is mailed to the applicant, the property owner, owners of all real property and owners of buildings on Stanford leaseholds within 300 feet of the exterior boundaries of the real property (assessor's parcel number) on which the property is situated.
- b. A notice of public hearing for each agenda item is published in a newspaper of local circulation (San Jose Post-Record).
- c. A copy of the agenda is mailed to a list maintained by the County Planning Office of interested individuals, organizations and jurisdictions. This list is updated annually and as needed by County and Stanford Planning Office staff, and includes interested parties such as the planning directors of adjacent cities, the Stanford Campus Residential Leaseholders, Inc., environmental groups such as the Sierra Club, and the editors of local newspapers such as the Palo Alto Weekly.

- d. A display ad is run in the Palo Alto Weekly. The ad is prepared and submitted by the County and billed to Stanford University. This procedure is limited to a new application for which an environmental assessment has been prepared.

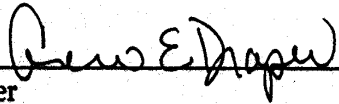
8. Stanford Project Notice

Stanford provide on a quarterly basis to the Palo Alto and County Planning Offices the following:

- a. Exterior project names and descriptions.
- b. Status of new exterior development projects currently under construction and list of projects expected to begin within the next 3 months.
- c. Map showing location of project construction areas keyed to individual projects.
- d. Type of permit needed and date approved, if permit received.
- e. Expected construction completion date.


9. Amending the Protocol

The Protocol can be amended according to section 4a. of the Stanford Land Use Policy Agreement by agreement of the planning staffs of Santa Clara County, Palo Alto and Stanford. The following signatures represent this agreement:



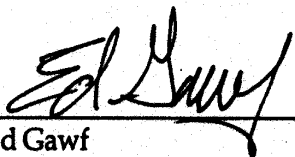
Ann Draper
Planning Director, Santa Clara County

7-26-01
Date



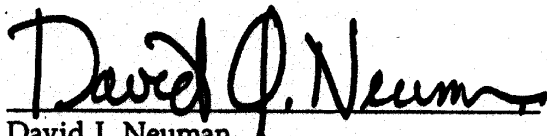
Gary Rudholm
Secretary to the Architecture and Site Approval Committee, Santa Clara County

7-27-01
Date



Ed Gawf
Director of Planning and Community Environment, City of Palo Alto

8/1/01
Date

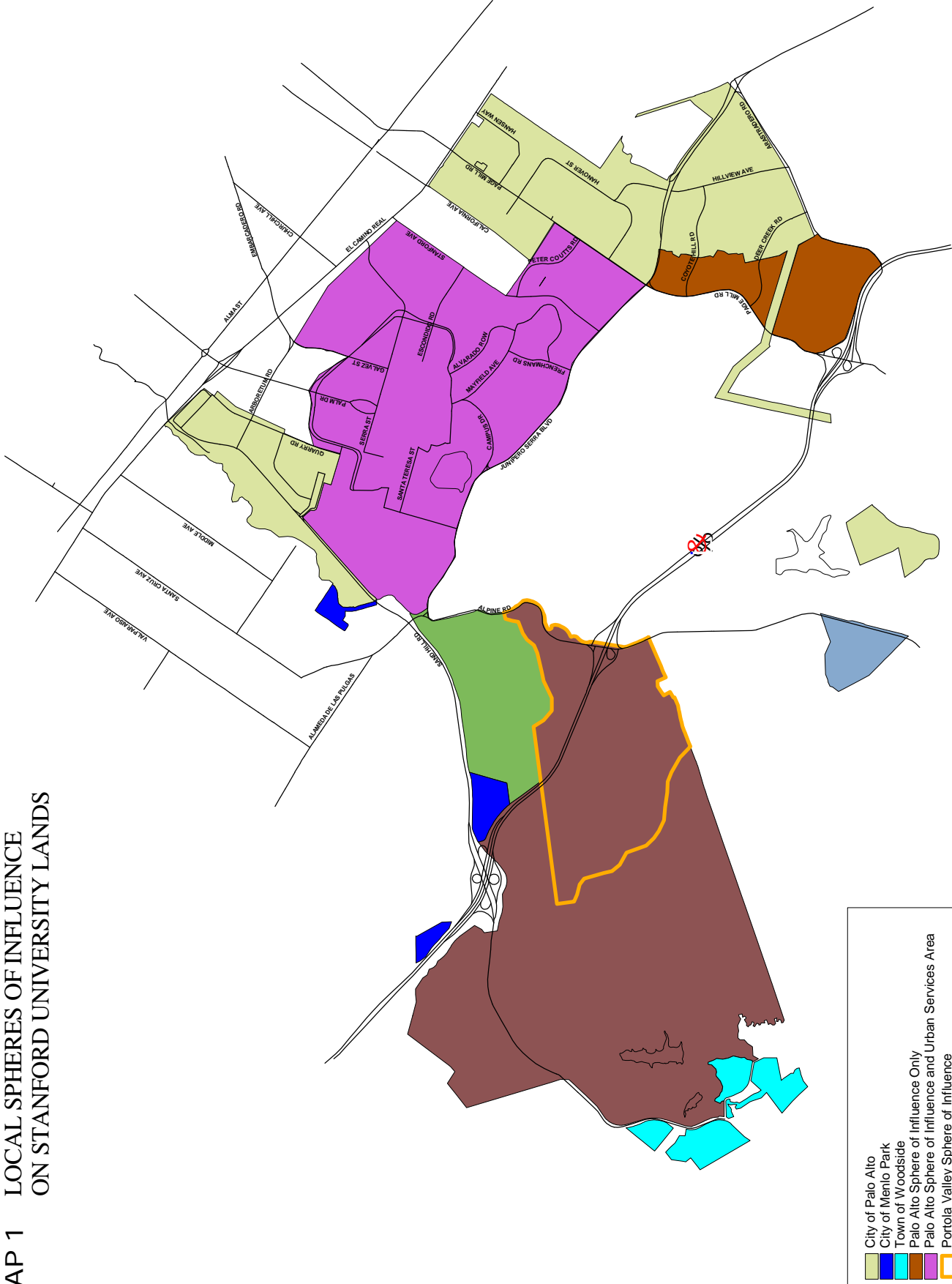


David J. Neuman
University Architect and Associate Vice Provost for Planning

8/14/01
Date



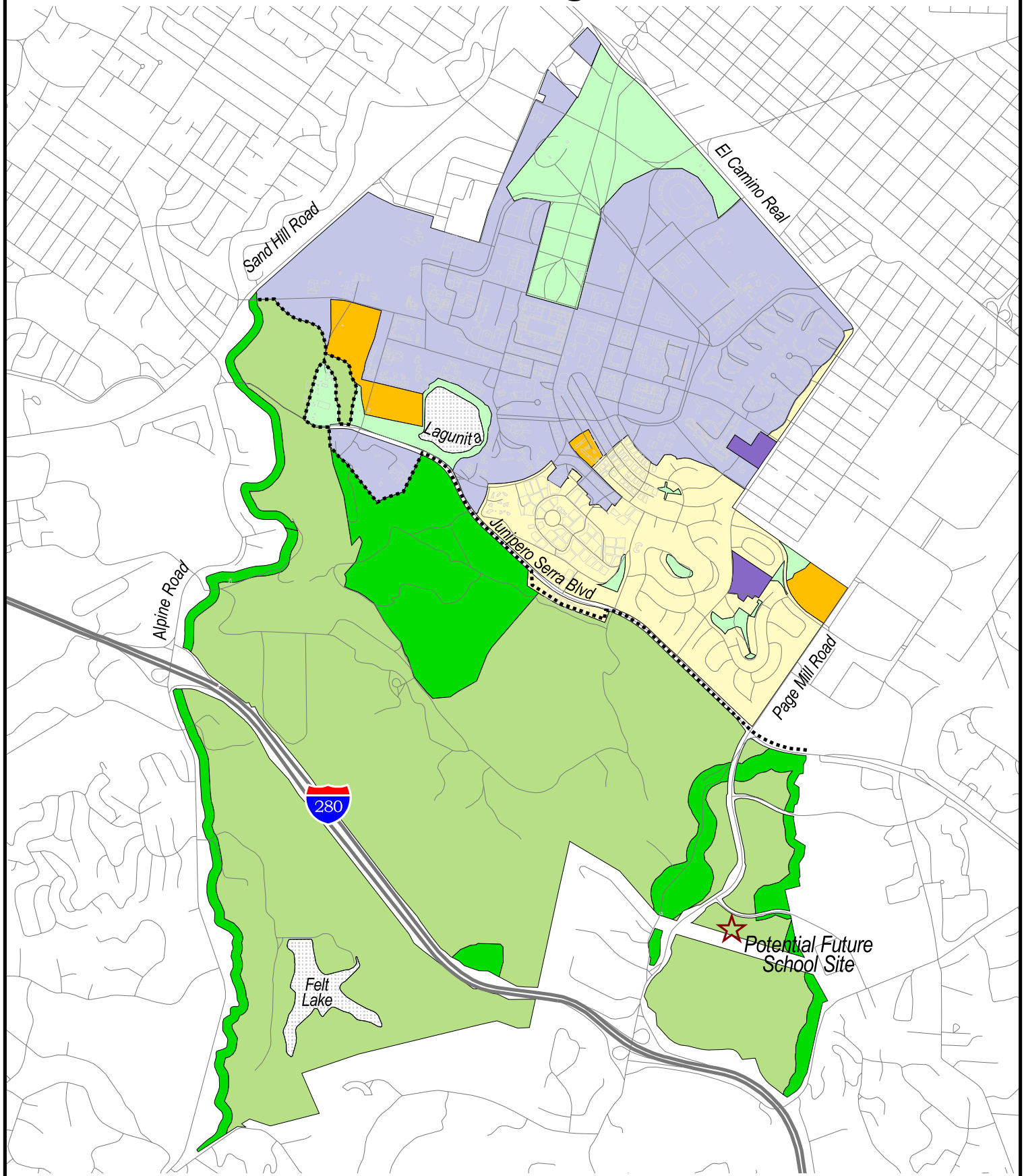
MAP 1 LOCAL SPHERES OF INFLUENCE ON STANFORD UNIVERSITY LANDS



City of Palo Alto
City of Menlo Park
Town of Woodside
Palo Alto Sphere of Influence Only
Palo Alto Sphere of Influence and Urban Services Area
Portola Valley Sphere of Influence
Town of Portola Valley
Menlo Park Sphere of Influence
Woodside Sphere of Influence

0 2000 4000 Feet

Land Use Designations



- Campus Residential - Low Density
- Campus Residential - Moderate Density
- Academic Campus
- Public School

- Campus Open Space
- Open Space and Field Research
- Special Conservation
- Academic Growth Boundary

MAP 2
 Scale 1:30,000
 0 0.5 1 Miles
 Stanford University Community Plan Adopted December 2000