



**NOTICE OF APPLICATION AND  
NOTICE OF PREPARATION OF AN  
ENVIRONMENTAL IMPACT REPORT  
FOR THE  
BURGESS GYMNASIUM AND GYMNASTICS CENTER PROJECT  
CITY OF MENLO PARK**

**NOTICE OF APPLICATION**

**Notice is hereby given** that the Planning Division of the City of Menlo Park, California received an application for the following:

The City of Menlo Park is proposing to construct a new 18,700-square-foot gymnastics facility at the location of the existing gymnasium and gymnastics building, and a new 26,900-square-foot gymnasium in an area of the park between the existing Recreation Center and Alma Street. This project will be referred to as the “Burgess Gymnasium and Gymnastics Center Project.” Architectural Control and Environmental Review approvals are required for the project.

The application and associated environmental documents will be reviewed by the Planning Commission and reviewed and acted on by the City Council at public hearings. The dates of the public meetings and public hearings for review of the application and environmental documents have not yet been scheduled. Once the proposal is scheduled for specific meeting dates, subsequent notices will be mailed with specific information on the meeting dates, times and places.

**NOTICE OF EIR PREPARATION**

**Notice is hereby given** that the City of Menlo Park will be the Lead Agency and will prepare a focused Environmental Impact Report (EIR) for the Burgess Gymnasium and Gymnastics Center Project. The City is requesting comments on the scope and content of this EIR.

**A Scoping Session and Planning Commission Study Session is scheduled for December 15, 2008 at 7:00 p.m., in the City Council Chambers, 701 Laurel Street.** The Scoping Session is part of the EIR scoping process, during which the City solicits input from other agencies and the public on specific topics that they believe should be addressed in the environmental analysis. The format and general content of an EIR are described below. Please send comments on the scope of the EIR to **Lawrence M. Johmann, Senior Civil Engineer**, at the address listed on the third page of this letter. If you represent a public agency, we would like the views of your agency as to the scope and content of the environmental information that is germane to your agency’s statutory responsibilities in connection with the proposed project. **Please provide comments by January 5, 2009.**

**PROJECT LOCATION:** The project includes two sites in Burgess Park, which is situated in the City of Menlo Park in San Mateo County, as shown in Figure 1. The park is adjacent to the Civic Center Complex, which contains the City of Menlo Park offices and administrative buildings. The existing Burgess Gymnasium and Gymnastics Center (a single structure containing both uses) is located at 501 Laurel Street, and for the purposes the EIR, is considered the north site. The south site is located on the southern portion of Burgess Park between the Recreation Center and Alma Street, and currently contains a landscaped and paved area.

**PROJECT BACKGROUND:** In November 2001, Menlo Park voters approved Measure T which issued a total of \$38 million in general obligation bonds phased over several years for the renovation and expansion of City parks and recreation facilities. In 2007, the Parks and Recreation Commission recommended the reconstruction of the Burgess Gymnasium and Gymnastics Center as a priority project.

**PROJECT DESCRIPTION:** The City of Menlo Park, is proposing the Burgess Gymnasium and Gymnastics Center project (proposed project), which includes a new 18,700-square-foot gymnastics facility at the location of the existing gymnasium and gymnastics building at the north site, and a new 26,900-square-foot gymnasium in an area of the park between the existing Recreation Center and Alma Street at the south site. Figure 2 shows the proposed site plan for the new gymnasium and gymnastics facilities. The proposed project also includes the demolition of the existing 17,400-square-foot Gymnasium and Gymnastics Center.

The proposed 18,700-square-foot gymnastics center would be located at the north site, and would contain a large gymnastics room, a smaller pre-school tumbling room, mechanical and storage rooms, multipurpose room, lobby, restrooms, and locker and shower rooms. In addition, the gymnastics complex would include a covered picnic area to the south of the building.

The proposed 26,900-square-foot gymnasium would be located at the south site and would include two basketball courts, a lobby, offices, restrooms, and locker and shower rooms. The building would also feature a new plaza and covered entry, as well as a new drop-off zone located in the parking lot between the proposed building and the existing Recreation Center.

Vehicular access to the proposed gymnastics center would not be altered as part of the proposed project. The north site would continue to be accessible from Laurel Street and by the parking lot located immediately west of the site. The parking lot would continue to contain 158 parking spaces. The proposed gymnasium would not alter vehicular access or parking around the south site. This site would continue to be accessible from Alma Street, and 119 parking spots would continue to be provided in the parking lot located to the west of the south site. Development on the south site would remove a small portion of an approximately 34-foot wide internal road that is used for limited parking and for vehicle turn-around.

**INTRODUCTION TO EIR:** The purpose of an EIR is to inform decision-makers and the general public of the environmental effects of a proposed project. The EIR process is intended to provide environmental information sufficient to evaluate a proposed project and its potential to cause significant effects on the environment; examine methods of reducing adverse environmental impacts; and identify alternatives to the proposed project. The Burgess Gymnasium and Gymnastics Center Project EIR will be prepared and processed in accordance with the California Environmental Quality Act (CEQA) and the *CEQA Guidelines*. The EIR will include the following:

- Summary of the proposed project and its potential environmental effects;
- Description of the proposed project;
- Description of the existing environmental setting, potential environmental impacts of the project, and mitigation measures to reduce significant environmental effects of the project;
- Alternatives to the proposed project;
- Cumulative impacts; and
- CEQA conclusions.

**PROBABLE ENVIRONMENTAL EFFECTS:** The EIR will analyze whether the proposed project will have significant environmental effects in the following areas:

- Transportation, Circulation, and Parking

Additional subject areas may be analyzed based on responses to this NOP and/or findings of the analysis.

**ENVIRONMENTAL EFFECTS NOT LIKELY TO REQUIRE FURTHER ANALYSIS:** The project is not anticipated to result in significant environmental effects in the following areas:

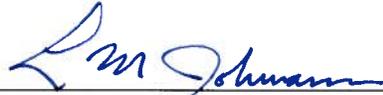
- Aesthetics; Agriculture Resources; Air Quality; Biological Resources; Cultural Resources; Geology and Soils; Hazards and Hazardous Materials; Hydrology and Water Quality; Land Use and Planning; Mineral Resources; Noise; Population and Housing; Public Services; Recreation; or Utilities and Service Systems.

An Initial Study has been prepared that address all of these other environmental topics and is available for review at the Engineering Division and on-line at [www.menlopark.org/gym](http://www.menlopark.org/gym). As a result, a detailed analysis of these topics will not be included in the EIR.

**LEAD AGENCY:** City of Menlo Park  
Engineering Division  
701 Laurel Street  
Menlo Park, CA 94025  
(650) 330-6742  
**Contact: Lawrence M. Johmann, Senior Civil Engineer**

**DATE:** 11-20-08

**SIGNATURE:**

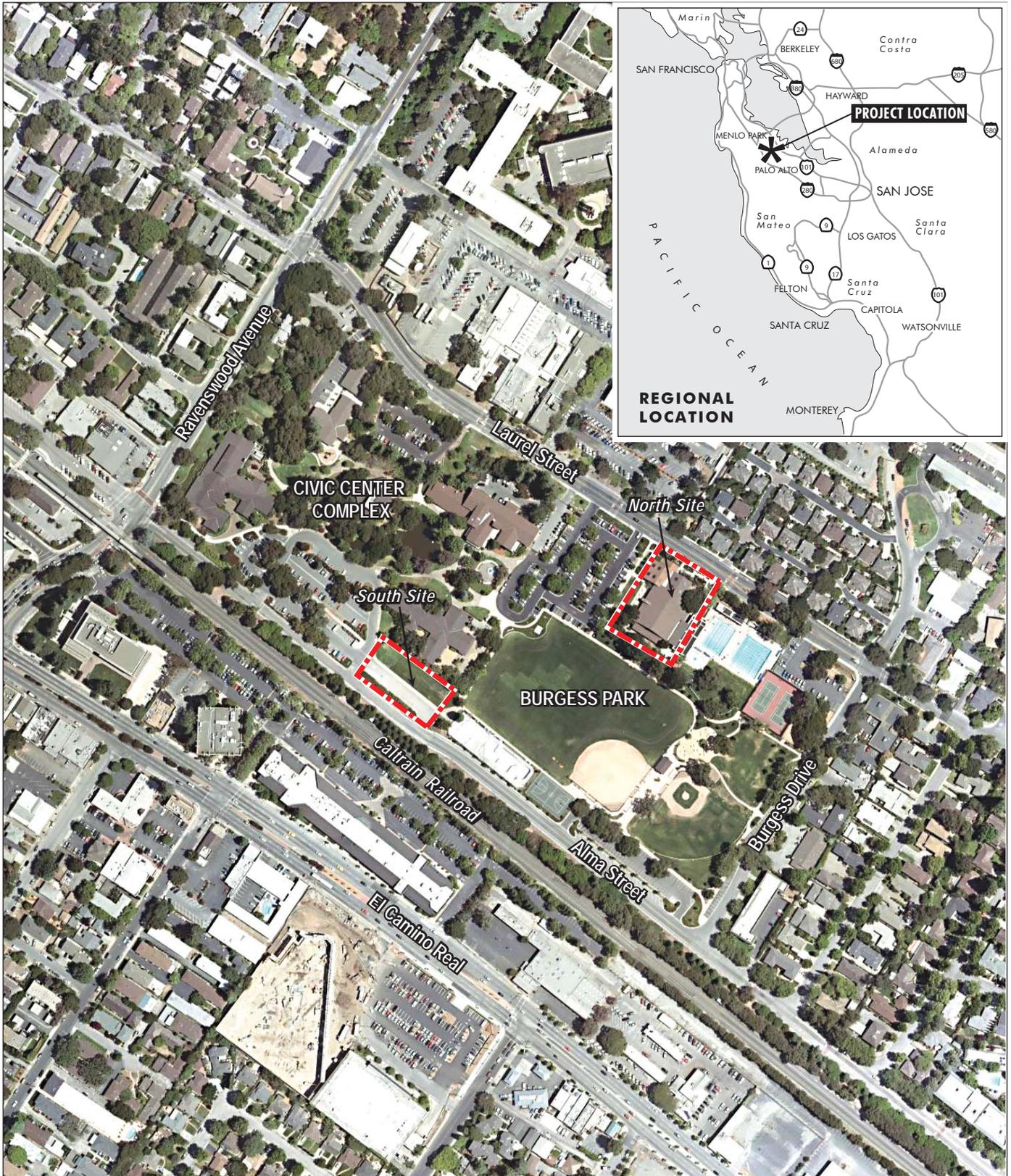


Lawrence M. Johmann, Senior Civil Engineer

Attachments

Figure 1: Project Vicinity and Aerial Photo of Project Sites

Figure 2: Proposed Conceptual Site Plan



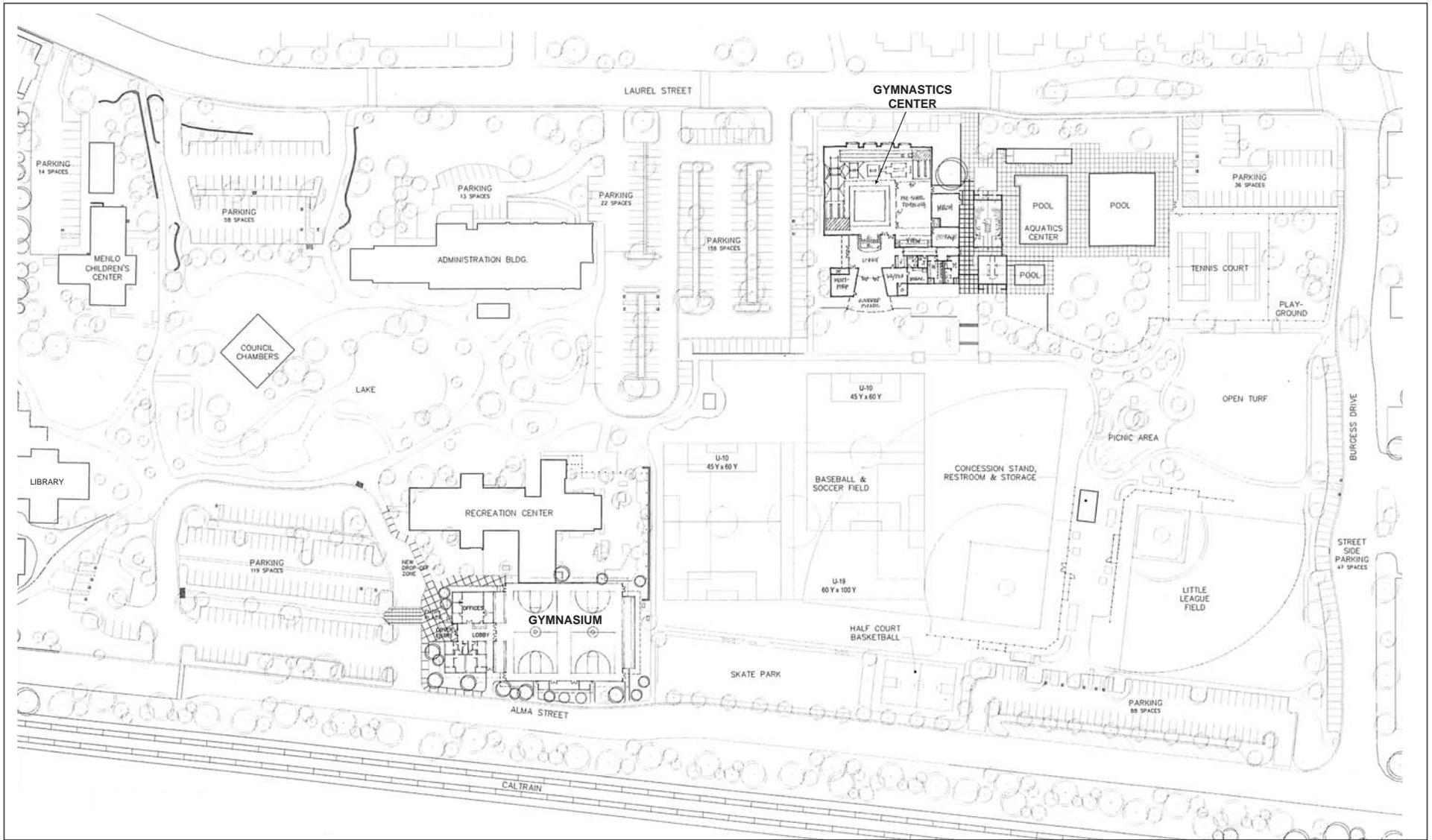
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FIGURE 1



PROJECT SITE

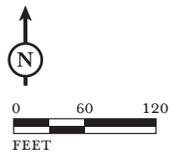
*Burgess Gymnasium and Gymnastics Center Project*  
 Project Location and  
 Aerial Photo of Project Sites



LSA

FIGURE 2

*Burgess Gymnasium and Gymnastics Center Project  
Proposed Conceptual Site Plan*



SOURCE: FIELD PAOLI, 2008.

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