



MEMORANDUM

DATE: May 6, 2015

TO: Housing Commission

FROM: Jean Lin, Associate Planner

RE: **Agenda Item B2: Recommendation of a Below Market Rate Housing Agreement Term Sheet with Hunter Properties for 133 Encinal Avenue**

SITE LOCATION

The project site is approximately 1.7 acres (Assessor's Parcel Number 060-344-270) located at 133 Encinal Avenue in the ECR/D-SP (El Camino Real/Downtown Specific Plan) zoning district. Using Encinal Avenue in an east to west orientation, adjacent uses include attached townhouses to the north, the Caltrain railroad tracks to the east, apartments to the south and offices to the west.

The subject site had previously operated as a commercial nursery, and there are currently three buildings and several storage sheds associated with the nursery use.

PROJECT DESCRIPTION

The applicant, Hunter Properties, is requesting architectural control and tentative map approval to redevelop the subject site with 24 attached residential units. The new development will feature seven residential buildings with between two to five units in each building, as well as a community amenity building. The unit plans include three- to four-bedrooms with two-and-a-half to three-and-a-half bathrooms, and range from approximately 1,698 to 2,132 square feet. Each unit features a two-car garage, where 22 units have garages with side-by-side parking spaces and two units have garages with tandem parking spaces. The unit types are summarized in the table below:

Unit Plan Summary

Bedrooms	Bathrooms	Approximate Square Footage	Number of Units (% of Total Units)
3	2.5	1,698 – 1,874 sq.ft.	3 units (13%)
3	3.5	2,108 sq.ft.	1 unit (4%)
4	3.5	1,888 – 1,935 sq.ft.	18 units (75%)
4	4	2,131 sq.ft.	2 units (8%)
Total Units			24 units (100%)

The excerpts of the project plans are included for reference in Attachment C. The proposed plans are preliminary and subject to change as staff review proceeds. The architectural control and tentative map would require review and recommendation by the Planning Commission, and review and approval by the City Council at future meetings.

BMR HOUSING PROGRAM REQUIREMENT

The applicant is required to comply with Chapter 16.96 of City’s Municipal Code, (“BMR Ordinance”), and with the BMR Housing Program Guidelines adopted by the City Council to implement the BMR Ordinance (“BMR Guidelines”). The BMR Ordinance requires the applicant to submit a Below Market Rate Housing proposal for review by the Housing Commission. At this time, the Housing Commission should review the draft BMR In Lieu Fee Agreement Term Sheet and provide guidance to staff, the applicant, the Planning Commission, and the City Council. The draft Term Sheet would be used to inform the BMR In Lieu Fee Agreement, which would subsequently be reviewed by the Planning Commission and City Council.

Residential use is allowed by the applicable zoning regulations on the subject property. In accordance with the BMR Ordinance, a residential development of 20 or more units is required to provide not less than 15 percent of the units at below market rates to very low-, low-, and moderate-income households. If the number of units required for a residential development includes a fraction of a unit, the developer shall provide either a whole unit or a prorated in lieu payment to account for the fraction of a unit. The BMR obligation for the proposed 24-unit project is 3.6 BMR units. The applicant is proposing to satisfy the project’s BMR obligation through the provision of three BMR units on site, and paying the in lieu fee for the remaining 0.6 fraction of a unit.

AFFORDABLE UNIT COUNT

Three of the 24 residential units shall be set aside on site as affordable units. As proposed by the applicant, these three units are designated as Units A, B, and C as shown on the diagram in Attachment A.

CHARACTERISTICS OF THE BMR UNITS

The three proposed BMR units would be distributed throughout the subject site. Unit A would be located in Building A fronting along Encinal Avenue, and would be an end unit that is adjacent to the site's open space amenity and nearest the railroad tracks. Unit B would be located in Building C on the interior of the site, and like Unit A, it would also be an end unit that is adjacent to the site's open space amenity and nearest the railroad tracks. Unit C would be located in Building F in the western portion of the site adjacent to an existing office development, and would be an interior unit within the building. The locations, floor plans, and elevations for each unit are provided in Attachment A. The bedroom and bathroom counts, approximate unit sizes, and garage configurations are summarized in the table below:

Proposed BMR Units Summary

Unit	Bedrooms	Bathrooms	Approximate Square Footage	Garage Type
A	4	3.5	1,888 sq.ft.	2 side-by-side spaces
B	4	3.5	1,888 sq.ft.	2 side-by-side spaces
C	4	4	2,132 sq.ft.	2 tandem spaces

Other characteristics of the BMR units, including Design and Materials as well as Legal Characteristics shall be as set forth in the BMR Guidelines. According to the applicant, the exteriors of the BMR units would be indistinguishable from those of the market-rate units, and the interiors of the BMR units would be similar to those of the market-rate units, with the exception of upgrades purchased by individual buyers.

IN LIEU FEE UNITS

For the remaining 0.6 fraction of a unit, the applicant is proposing to pay in lieu fees based on the sales price of four market-rate units, identified as Units D, E, F, and G in Attachment A. Site constraints, including the preservation of two existing groves of trees along the rear and development restrictions within the 40-foot wide Hetch Hetchy easement along the right side property line, would

effectively limit the ability to develop more units on the site or to take advantage of the up to three bonus market-rate units for which the development would be eligible. Given that three on-site BMR units are being proposed and that there are unique site conditions that limit the development of additional units, staff believes that it would be appropriate to consider a fee payment for the 0.6 fraction of a unit in lieu of providing an additional BMR unit.

The in lieu fee would be calculated based on three percent of the actual sales prices of each of the four units. A summary of these four units is provided in the table below:

Proposed In Lieu Fee Units Summary

Unit	Bedrooms	Bathrooms	Approximate Square Footage	Garage Type
D	4	3.5	1,935	2 side-by-side spaces
E	4	3.5	1,935	2 side-by-side spaces
F	3	2.5	1,698	2 side-by-side spaces
G	4	4	2,132	2 tandem spaces

Staff believes that the locations of the four proposed units upon which to base the in lieu fee payment are evenly distributed throughout the site, and that the size of these units are comparable to other market-rate units in the development.

RECOMMENDATION

While staff believes that the proposed combination of on-site BMR units and in lieu fee payment would be in compliance with the requirements of the BMR Ordinance and Guidelines, staff recommends that the proposed location of the BMR units located adjacent to the railroad tracks (Units A and B) be relocated such that one of the units would not be directly exposed to potential effects of train operations. This change, which has been incorporated into the draft BMR Agreement Term Sheet, would ensure that the BMR units would be representative of the overall development.

Staff recommends that the Housing Commission recommend to the Planning Commission and the City Council that they approve the draft BMR Agreement Term Sheet.

ATTACHMENTS

- A. 133 Encinal Avenue BMR Housing Proposal
- B. Draft BMR Agreement Term Sheet
- C. Excerpts of Project Plans

V:\STAFFRPT\HC\2015\050615 - 133 Encinal Avenue\050615 - 133 Encinal Avenue.doc

April 29, 2015

Ms. Jean Lin
Associate Planner, Planning Department
City of Menlo Park
701 Laurel Street
Menlo Park, CA 94025

Re: Inclusionary Housing Plan - 133 Encinal Avenue, Menlo Park

Dear Jean,

This correspondence outlines the Inclusionary Housing Plan for our 24-unit for-sale residential project for the site located at 133 Encinal Avenue, Menlo Park. This IHP includes the following.

- 1) Project Description
- 2) BMR Requirement for the Project
- 3) Proposal to Satisfy BMR Requirement
- 4) Site Plan
- 5) Landscape Plan
- 6) Elevations
- 7) Floor Plans

1) Project Description:

The 133 Encinal Avenue project involves the redevelopment of an approximately 1.74 acre site located within the Menlo Park El Camino Real/Downtown Specific Plan north of El Camino Real close to the Caltrain tracks, opposite of Garwood Way. The project proposes to demolish buildings associated with a former nursery and to construct twenty four (24) residential units plus one amenity building for future homeowners.

The townhomes consist of 2 duplexes (Buildings E and G) and 5 multifamily buildings (Buildings A, B, C, D, and F). Townhomes range from 2 to 3 floors with 3-4 bedrooms and 2.5-4 bathrooms, averaging 1,950 net square feet. Generous second-floor ceiling heights with open living and dining room plans will create bright and airy living spaces. The homes will have plentiful access to the outdoors as well, with a combination of private decks, front porches, or rear patios. Townhome porches front Encinal, enhancing street liveliness while maintaining resident privacy with layers of transitional elements such as landscaping and private porches. Paseos among the buildings also create an off-street approach and sense of arrival at each front door.

Abundant open space is provided across the project, totaling 31,300 square feet or approximately 41% of the site. Highlights of the landscape plan include heritage redwood and oak groves that will be preserved. Small play elements for children will be integrated among the towering redwoods, and new outdoor furniture will create a contemplative space within the oak grove. Raised planting plots on the northeast edge of the site will also give residents the opportunity to cultivate their own gardens.

Three of the twenty four units (12.5%) are two-story townhome units, while the remaining twenty one units are three-stories. Sixteen of the twenty four units (66.7%) have four bedrooms and three-and-a-half or four bathrooms and range from 1,888 to 2,132 square feet. Eight of the twenty four units (33.3%) have three bedrooms and two-and-a-half bathrooms and range from 1,698 to 2,108 square feet.

In its contemporary craftsman-style architecture, thoughtful detailing will be seen throughout the project in enhanced eaves, trims, balconies, trellises, and porch elements. All the buildings will be in wood frame construction and clad with a combination of wood shingles and lap siding. Two color schemes based on cool, refined grays and warm, light browns will work with the site layout to bring a lively variety and scale to the community.

2) BMR Requirement for the Project:

The on-site BMR requirement is to provide 15% of units as BMR units. For a 24-unit development, the BMR requirement would be 3.6 units.

3) Proposal to Satisfy BMR Requirement:

Three (3) of the twenty four (24) residences shall be set aside on-site as affordable units for "Low Income" families (the "BMR Units"). These 3 units are designated as Unit A, Unit B, and Unit C. These units are chosen for their representation of the different product types offered and desire to spread the units evenly throughout the site. Units A and B benefit from being an "endcap" of their buildings and have three unshared walls. These units have the additional advantage of being next to the landscaped garden plaza and the provided guest parking. Unit C benefits from being one of two units with an open entry courtyard that overlooks a grand paseo between Buildings B & C. This unit is also provided with a private backyard that backs up to dense mature trees along the property line. All three (3) BMR units are 4 bedroom units, the max number of bedrooms in the unit types offered.

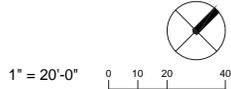
All BMR units will be built to the same standards as non-BMR units. The exterior materials used in construction of the BMR Units will be similar and indistinguishable from those to be used on the market rate units. The interior finishes of the BMR Units shall be similar to those of the market rate units, except for upgrades purchased by individual buyers.

The remaining 0.6 unit obligation shall be satisfied through in-lieu fees. The first twenty (20) units are satisfied by provision of three (3) BMR units, therefore, the in-lieu fee would apply to the remaining four (4) units in the development. The location of the four (4) units are designated as Unit D, Unit E, Unit F, and Unit G. These units are chosen for their representation of the different product types offered and decision to spread the units evenly throughout the site.



Legend

- EV Electric Vehicle Charging Station
- AC Condenser; See Landscape Drawings for planting to screen from view
- Transformer; See Landscape Drawings for planting to screen from view
- Guest Bike Parking; See Landscape Drawings
- Below Market Rate Unit
- Basis for In-Lieu Fee Unit



133 ENCINAL AVENUE

Hunter Properties Inc.
 10121 Miller Avenue, Suite 200
 Cupertino, CA 95014
 408.255.4100

CONCEPTUAL SITE PLAN

MENLO PARK, CA

KTGY # 2014-0032

04.29.2015

KTGY Group, Inc.
Architecture+Planning
 580 Second St., Suite 200
 Oakland, CA 94607
 510.272.2910
 ktgy.com



IHP 1.0



LANDSCAPE & WATER EFFICIENCY DESIGN INTENT STATEMENT

THE LANDSCAPE DESIGN INCORPORATES PRINCIPLES INCLUDED IN THE "SAY FRIENDLY" LANDSCAPE GUIDELINES & WILL COMPLY WITH THE CITY OF MENLO PARK'S DESIGN GUIDELINES & MUNICIPAL CODE.

PLANTS ARE GROUPED BY HYDROZONE, EXPOSURE & LOCAL CLIMATIC CONDITIONS. THE PLANTING DESIGN ALLOWS FOR THE PLANTS TO REACH THEIR NATURAL, FULL-GROWN SIZE AND ELIMINATES THE NEED FOR EXCESSIVE PRUNING OR HEDGING.

SELECTED TREES HAVE BEEN CHOSEN TO PROVIDE A VARIATION OF HEIGHTS, WIDTHS, COLORS, TEXTURES, AND CHARACTER. TREE LOCATION AND ORIENTATION HAVE BEEN DESIGNED FOR MAXIMUM AESTHETIC EFFECT AND PASSIVE SOLAR BENEFITS.

VEGETATED SWALES AND BIORETENTION TREATMENT AREAS WILL BE PLANTED WITH APPROVED WATER CONSERVING CAREX PANZA OR ALTERNATIVE GRASS SPECIES, AND PERMETER SHRUBS THAT ARE ADAPTED TO BIO-SWALE CONDITIONS.

THE TREES, SHRUBS AND TURF PLANTING AREAS WILL BE DESIGNED FOR MAXIMUM WATER CONSERVATION. THE LANDSCAPE ESTIMATED TOTAL WATER USE WILL NOT EXCEED THE PROJECT'S MAXIMUM WATER ALLOWANCE AS SPECIFIED IN THE STATE OF CALIFORNIA'S 2010 MODEL WATER EFFICIENT LANDSCAPES ORDINANCE.

THE PLANTING & IRRIGATION DESIGN WILL COMPLY WITH THE STATE OF CALIFORNIA'S 2010 MODEL WATER EFFICIENT LANDSCAPE ORDINANCE & THE CITY OF MENLO PARK'S MUNICIPAL CODE 12.44

THE PLANTS HAVE BEEN SELECTED UTILIZING THE STATE OF CALIFORNIA'S 2010 MODEL WATER EFFICIENT LANDSCAPE ORDINANCE PLANT LIST, WSUCOLS III. NO PLANTS ARE USED THAT ARE CONSIDERED INVASIVE IN THE REGION AS LISTED BY THE CAL-IPC.

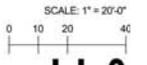
SF PUC RIGHT OF WAY:

GARDEN PLOTS (RAISED PLANTERS), CITRUS AND SELECTED SHRUBS AND GROUNDCOVER ARE ALLOWABLE PER THE SAN FRANCISCO PUBLIC UTILITIES COMMISSION RIGHT OF WAY REQUIREMENTS. FENCES AND TRELLIS FEATURE ARE SUBJECT TO SFRIC REVIEW AND APPROVAL. LANDSCAPE PLANS WILL CONFORM TO SFRIC REQUIREMENTS AND REVIEW.

BUILD IT GREEN LANDSCAPE ITEMS:

THE LANDSCAPE DESIGN WILL INCORPORATE THE FOLLOWING "BUILD IT GREEN" ITEMS TO MANAGE WATER CONSERVATION.

- NO INVASIVE PLANT SPECIES USED ON PROJECT.
- 75%+ OF PLANTS ARE WATER CONSERVING CALIFORNIA NATIVES OR MEDITERRANEAN SPECIES.
- TURF IS TALL FESCUE WITH WATER USE PLANT FACTOR OF 0.8
- TURF ARE IS LESS THAN 33% OF ENTIRE LANDSCAPED AREA.
- PLANTS ARE GROUPED BY WATER NEEDS AND EACH AREA IS IRRIGATED SEPARATELY (I.E., TURF AND SHRUB AREAS HAVE SEPARATE IRRIG. CIRCUITS).
- LOW FLOW SPRINKLER HEADS ARE USED ON PROJECT.
- 2" COMPOST ADDED INTO SOIL.
- 3" OF MULCH ADDED TO SHRUB AND GROUND COVER PLANTING AREAS.



133 ENCINAL AVENUE

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CONCEPTUAL LANDSCAPE PLAN

MENLO PARK, CA
SILA # 1416 4.04.2015

LI.0

VA **ABED**
LANDSCAPE ARCHITECTS, INC.
81 14TH STREET, SAN FRANCISCO, CA
ZF 9403 PH (415) 864-7921 FAX (415) 864-4796



1. Front Elevation - Encinal Avenue



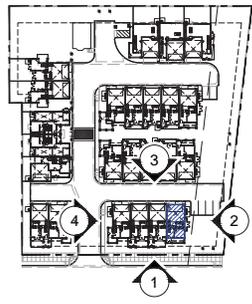
2. Right Elevation*



3. Rear Elevation



4. Left Elevation



Key Map n.t.s.

Below Market Rate Unit

*Elevation faces Southern Pacific Railroad and has been designed for smaller openings.

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CONCEPTUAL ELEVATIONS - BUILDING A

MENLO PARK, CA

KTGY # 2014-0032

04.29.2015

1/8" = 1'-0"

IHP 2.0

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Oakland, CA 94607
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1. Front Elevation



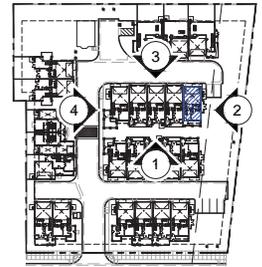
2. Right Elevation*



3. Rear Elevation



4. Left Elevation



Key Map n.t.s.

Below Market Rate Unit

*Elevation faces Southern Pacific Railroad and has been designed for smaller openings.

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CONCEPTUAL ELEVATIONS - BUILDING C

MENLO PARK, CA

KTGY # 2014-0032

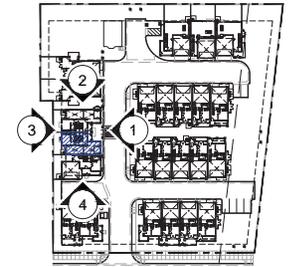
04.29.2015

$\frac{1}{8}'' = 1'-0''$

IHP 2.1

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Key Map n.t.s.

 Below Market Rate Unit



1. Front Elevation



2. Right Elevation



3. Rear Elevation



4. Left Elevation

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CONCEPTUAL ELEVATIONS - BUILDING F

MENLO PARK, CA

KTGY # 2014-0032

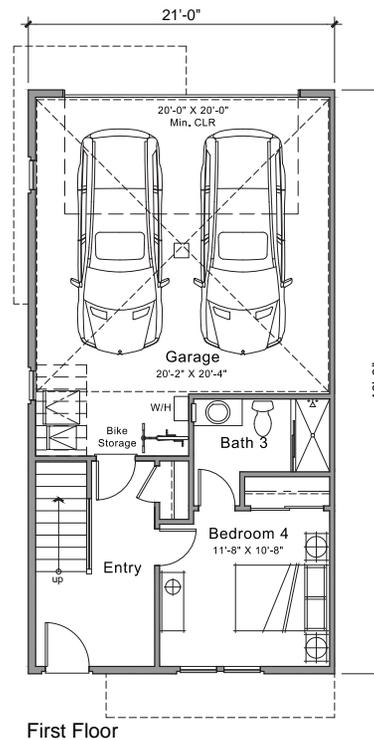
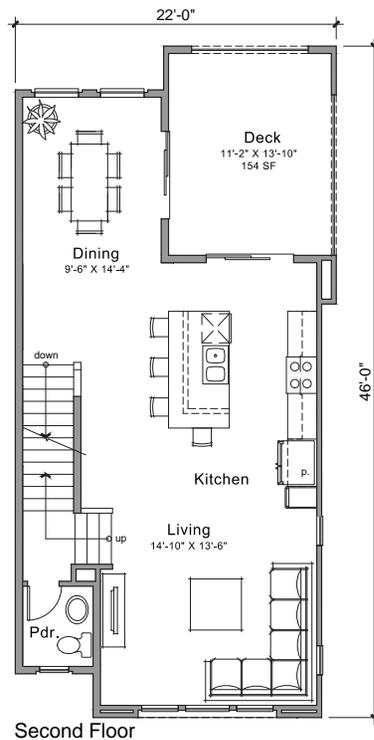
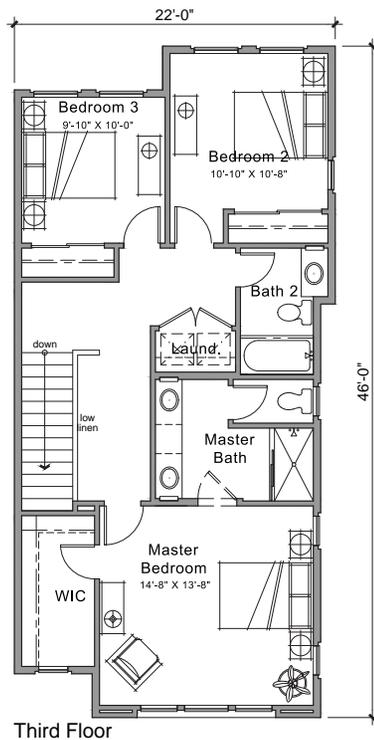
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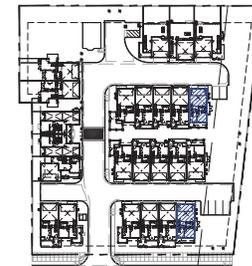
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Plan 1 Alt. - BMR Units A & B
 4 Bedroom / 3.5 Bath
 1,888 Net SF



Key Map n.t.s.

Below Market Rate Unit

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CONCEPTUAL FLOOR PLANS - PLAN TYPE I ALT

MENLO PARK, CA

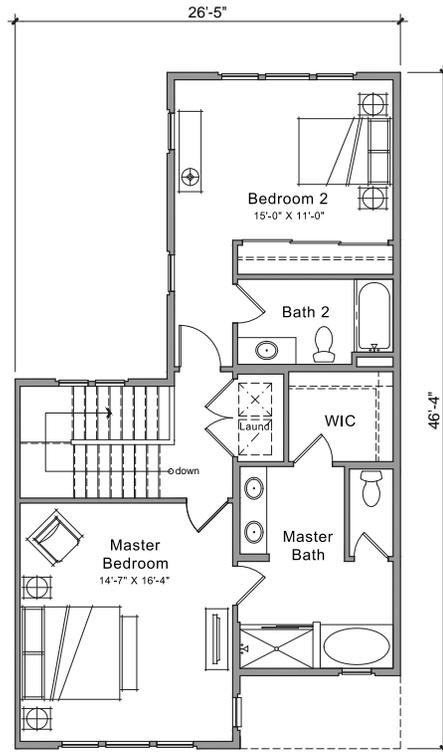
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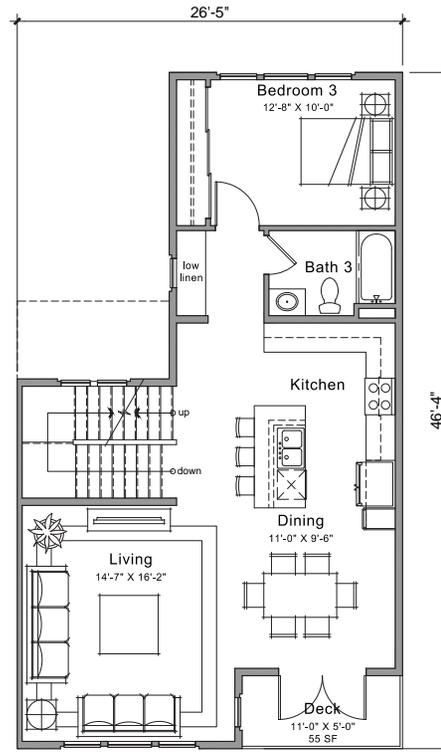
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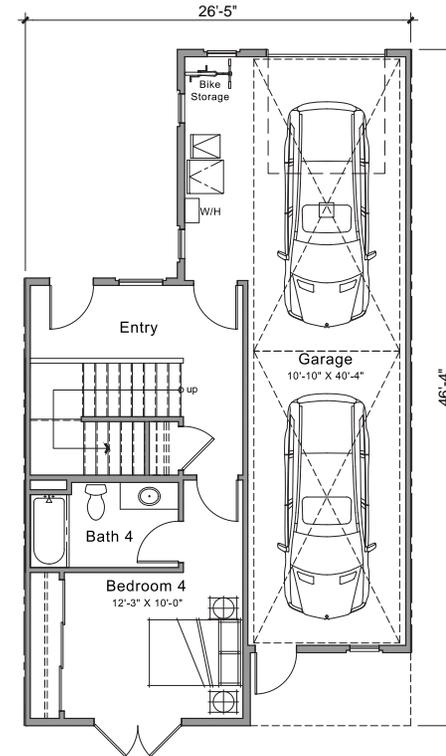




Third Floor

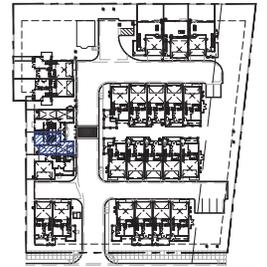


Second Floor



First Floor

Plan 6 - BMR Unit C
 4 Bedroom / 4 Bath
 2,133 Net SF



Key Map n.t.s.
 Below Market Rate Unit

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CONCEPTUAL FLOOR PLANS - PLAN TYPE 6

MENLO PARK, CA

KTGY # 2014-0032

04.29.2015

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133 Encinal Avenue

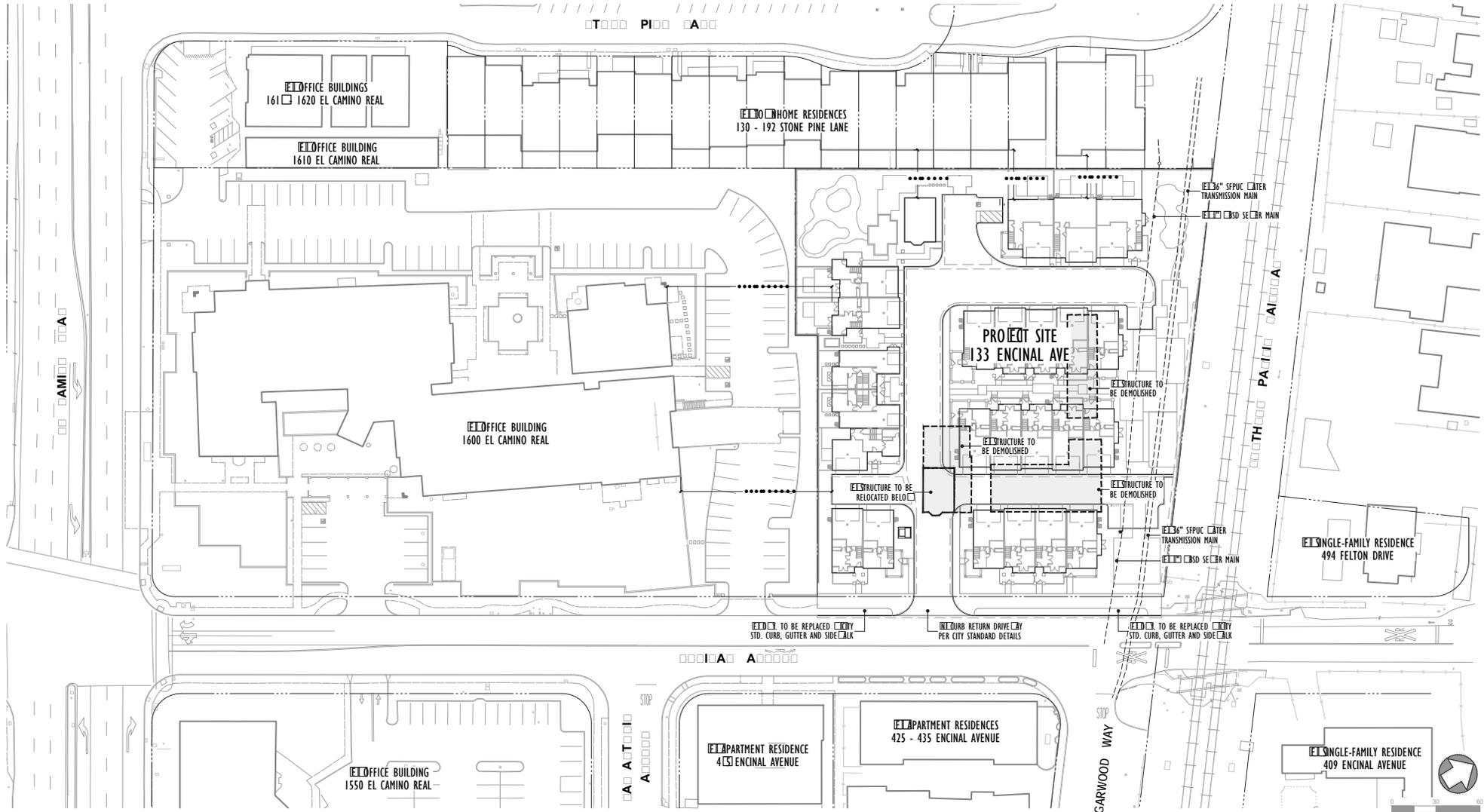
Draft Below Market Housing (BMR) Agreement Term Sheet

1. Applicant owns property known as Assessor's Parcel Number: 060-344-270 ("Property"), more commonly known as 133 Encinal Avenue, Menlo Park.
2. Applicant is requesting architectural control and tentative map approval to demolish existing garden nursery buildings and construct 24 attached townhouse-style residential units and associated site improvements in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. As a residential development consisting of five or more for-sale units, the proposed project is required to comply with Chapter 16.96 of City's Municipal Code ("BMR Ordinance") and with the Below Market Rate Housing Program Guidelines ("BMR Guidelines") adopted by the City Council to implement the BMR Ordinance.
3. In accordance with the BMR Ordinance and Guidelines, a residential development of 20 or more units is required to provide not less than 15 percent of the units at below market rates to very low-, low-, and moderate-income households. If the number of units required for a residential development includes a fraction of a unit, the developer shall provide either a whole unit or a prorated in lieu payment to account for the fraction of a unit. The BMR obligation for the proposed 24-unit project is 3.6 BMR units.
4. Applicant has elected to satisfy the BMR requirement for the proposed project through a combination of providing three on-site BMR units and payment of an in lieu fee. The in lieu fee would satisfy the BMR requirement for the remaining 0.6 BMR unit. Given that three on-site BMR units are being proposed and that there are unique site conditions that limit the development of additional units, staff believes that it would be appropriate to consider a fee payment for the 0.6 fraction of a unit in lieu of providing an additional BMR unit.

The in lieu fee payment would be calculated based on three percent of the actual sales price of four market-rate units. The table below summarizes how the Applicant proposes to satisfy the BMR requirement:

Proposed Units	BMR Requirement	BMR Proposal
20 units	15% of proposed units (3.0 BMR units)	3 on-site BMR units
4 units	15% of proposed units (0.6 BMR units)	In lieu fee based on 3% of sales price of 4 units
TOTAL: 24 units	3.6 BMR units	3 BMR units and In lieu fee for 4 units

5. The proposed location of the BMR units adjacent to the railroad tracks (Units A and B) should be relocated such that one of the units would not be directly exposed to potential effects of train operations.
6. The residential in lieu payment shall be established as set forth in Section 4 of the BMR Guidelines. Applicant proposes to pay residential in lieu fees based on the sales price of Units D, E, F, and G as shown in Attachment A.
7. The sales price for the BMR units shall be established as set forth in the BMR Guidelines.
8. The characteristics of the BMR units shall be in conformance with Section 5 of the BMR Guidelines.
9. The eligibility requirements for the BMR units shall be established as set forth in Section 6 of the BMR Guidelines.
10. The BMR unit purchase process, buyer selection, and sale procedures shall be established as set forth in Section 8 of the BMR Guidelines.
11. The occupancy requirements for owner-occupied BMR units shall be established as set forth in Section 9 of the BMR Guidelines.
12. The process for resale of BMR units shall be established as set forth in Section 10 of the BMR Guidelines.



133 ENCINAL AVENUE

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OVERALL AREA PLAN

MENLO PARK, CA
 NTG # 15-002

4.06.2015 2:02 SUBMITTAL

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4. Elevation C



3. Elevation B



2. Elevation A



Existing Context

Open Space

Building G

Entry

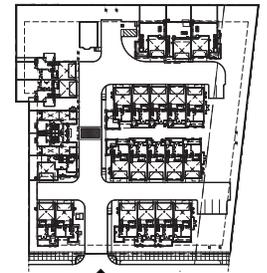
Building A

Open Space

Southern Pacific Railroad

Existing Context

1. Encinal Avenue Elevation



Key Map n.t.s.

133 ENCINAL AVENUE

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STREETSCAPE ELEVATION

MENLO PARK, CA

KTGY # 2014-0032

04.06.2015

0 8 16 32

A2.0

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- 1"x 6" Wood Window Trim
- Casement Aluminum Clad Window
- Wood Window Sill and Apron

4. Aluminum Clad Window
N.T.S



Key Elevation: Building A - Front



- 1" x 6" Wood Trim
- 6" x 6" Wood Beam
- 4" x 8" Decorative Corbel with Kicker
- 1" x 2" Wood Trim
- Wood Top Rail
- Wood Balusters
- Wood Deck Fascia
- Wood Corbels

3. Porch
N.T.S



- 8"x 8" Wood Column Cap
- 6" x 6" Wood Column Post
- 8" x 8" Wood Column Base
- Stone Veneer
- Wood Entry Gate

2. Entry Porch Column
N.T.S



- 2" x 6" Bargeboard
- 2" x 6" Rafter Tail
- Decorative Corbel with Kicker
- Wood Trim
- Wood Shingles
- Fiber Cement Panel

1. Decorative Corbel
N.T.S

133 ENCINAL AVENUE

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CONCEPTUAL DETAILS

MENLO PARK, CA

KTGY # 2014-0032

04.06.2015

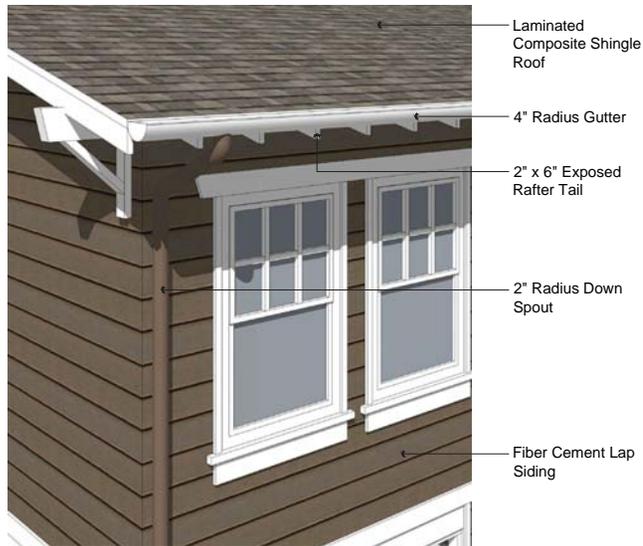
A6.10

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ktgy.com





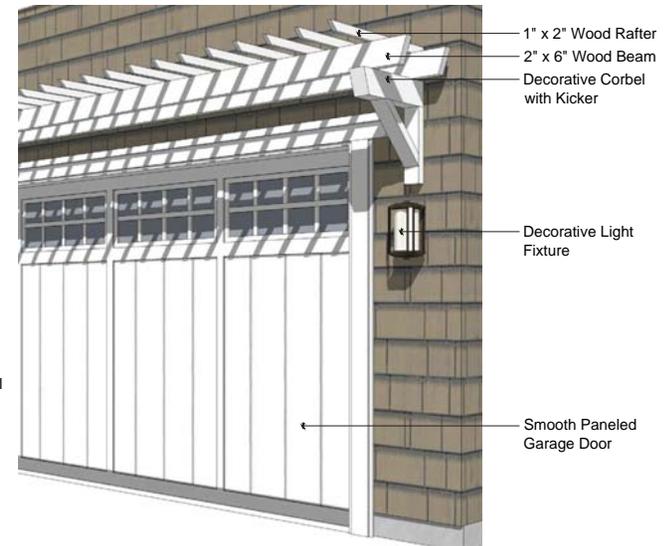
Key Elevation: Building A - Rear



3. Roof and Gutter
N.T.S



2. Fiber Cement Panel
N.T.S



1. Garage Trellis
N.T.S

133 ENCINAL AVENUE

Hunter Properties Inc.
10121 Miller Avenue, Suite 200
Cupertino, CA 95014
408.255.4100

CONCEPTUAL DETAILS

MENLO PARK, CA

KTGY # 2014-0032

04.06.2015

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