

SDU MMRP COMPLIANCE

Community Development – Planning Division
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Purpose	
<p>Per Zoning Ordinance Section 16.79.050, all secondary dwelling unit (SDU) development shall comply, at a minimum, with the mitigation monitoring and reporting program (MMRP) established through Resolution No. 6149 associated with the Housing Element Update, General Plan Consistency Update, and Zoning Ordinance Amendments Environmental Assessment prepared for the Housing Element adopted on May 21, 2013. This handout outlines the MMRP items that are applicable to a SDU. Please review the requirements below and fill in your project data and/or initial to indicate compliance/understanding, as requested. Some items require additional submittals, as noted.</p>	
Zoning Ordinance Section 16.79.050 Mitigation Monitoring & Reporting	
<p>Air Quality (AQ1):</p> <p>Please add the following Air Quality mitigation measure notes to the site plan:</p> <ul style="list-style-type: none"> • Mitigation Measure AQ-1: Comply with the following Bay Area Air Quality Management District Basic Control Measures for reducing construction emissions of PM10: <ul style="list-style-type: none"> • Water all active construction areas at least twice daily, or as often as needed to control dust emissions. Watering should be sufficient to prevent airborne dust from leaving the site. Increased watering frequency may be necessary whenever wind speeds exceed 15 miles per hour. Reclaimed water should be used whenever possible. • Cover all trucks hauling soil, sand, and other loose materials or require all trucks to maintain at least two feet of freeboard (i.e. the minimum required space between the top of the load and the top of the trailer). • Pave, apply water twice daily or as often as necessary, to control dust, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking areas, and staging areas at construction sites. • Sweep daily (with water sweepers using reclaimed water if possible), or as often as needed, with water sweepers all paved access roads, parking areas and staging areas at the construction site to control dust. • Sweep public streets daily (with water sweepers using reclaimed water if possible) in the vicinity of the project site, or as often as needed, to keep streets free of visible soil material. • Hydroseed or apply non-toxic soil stabilizers to inactive construction areas. • Enclose, cover, water twice daily or apply non-toxic soil binders to exposed stockpiles (dirt, sand, etc.). • Limit vehicle traffic speeds on unpaved roads to 15 mph. • Replant vegetation in disturbed areas as quickly as possible. • Install sandbags or other erosion control measures to prevent silt runoff from public roadways 	<p>AQ notes added (Initial) _____</p> <p>Site plan sheet number _____</p>
<p>Evaluation of Potential Historic Significance</p> <p>For projects proposed on lots where the existing residence or a neighboring residence is greater than 50 years old, the applicant must complete the request for evaluation of potential historic significance handout and submit it for evaluation by staff.</p>	<p>Evaluation form complete (initial): _____</p> <p>Date of main residence construction (yyyy): _____</p> <p>Neighboring residence greater than 50yrs old? (y/n): _____</p>

<ul style="list-style-type: none"> Please review the Request for Evaluation of Potential Historic Significance form at the following link: http://www.menlopark.org/documentcenter/view/266 <p>Please note that if the property or a neighboring property is determined to be historically significant, additional environmental review of the cultural resource may be required.</p>	
<p>Greenhouse Gas (GHG) Mitigation Documentation Letter</p> <p>Per the GHG Emission mitigation measure:</p> <p>“Prior to issuing building permit, the Project application shall clearly identify on the plans or in written documentation compliance with each applicable General Plan policy.”</p> <p>Staff has identified the following General Plan polices as having potential to reduce greenhouse gas emissions. The policies listed below may be applicable to secondary dwelling unit proposals based on staff review of the General Plan (the full General Plan is available at the following link: https://www.menlopark.org/146/General-Plan, links to individual elements are included below), however additional items could apply on a project-by-project basis. Please provide documentation of compliance with the policies below by listing the project attributes relating to each policy.</p> <p>The documentation shall be provided as a separate, one- to two-page letter-size document listing explanations of the included GHG-reducing elements and referencing sheet numbers where the elements appear in the plans. Please note: some project features may address multiple policies. If specific green design elements have been evaluated but cannot be accomplished, please provide an explanation for staff to consider.</p> <p><u>Land Use Element:</u></p> <ol style="list-style-type: none"> 1. LU-7.1 Sustainability <ol style="list-style-type: none"> a. Promote sustainable site planning, development, landscaping, and operational practices that conserve resources and minimize waste. 2. LU 7.9 Green Building <ol style="list-style-type: none"> a. Support sustainability and green building best practices through the orientation, design, and placement of buildings and facilities to optimize their energy efficiency in preparation of State zero-net energy requirements for residential construction in 2020 and commercial construction in 2030. <p><u>Circulation Element:</u></p> <ol style="list-style-type: none"> 3. CIRC 3.2 – Greenhouse Gas: <ol style="list-style-type: none"> a. Support development, transportation improvements, and emerging vehicle technology that help reduce per capita (or other efficiency metric) greenhouse gas emissions. 4. CIRC 4.1 – Global Greenhouse Gas <ol style="list-style-type: none"> a. Encourage the safer and more widespread use of nearly zero-emission modes, such as walking and biking, and lower emission modes like transit, to reduce greenhouse gas emissions. 5. CIRC 4.2 – Air Pollution <ol style="list-style-type: none"> a. Promote non-motorized transportation to reduce exposure to local air pollution, thereby reducing risks of respiratory diseases, other chronic illnesses, and premature death. 6. CIRC 4.3 – Active Transportation <ol style="list-style-type: none"> a. Promote active lifestyles and active transportation, focusing on the role of walking and bicycling, to improve public health and lower obesity. 	<p>GHG Mitigation Documentation Letter Completed and Attached (Initial) _____</p>

Open Space/Conservation Element

7. OSC – 4.2 Sustainable Building
 - a. Promote and/or establish environmentally sustainable building practices or standards in new development that would conserve water and energy, prevent stormwater pollution, reduce landfilled waste, and reduce fossil fuel consumption from transportation and energy activities
8. OSC – 4.3 Renewable Energy
 - a. Promote the installation of renewable energy technology, such as, on residences and businesses through education, social marketing methods, establishing standards and/or providing incentives.
9. OSC – 4.5 Energy Standards in Residential and Commercial Construction
 - a. Encourage projects to achieve a high level of energy conservation exceeding standards set forth in the California Energy Code for Residential and Commercial development.

Housing Element:

10. H2.6: Renewable Energy/Energy Conservation in Housing
 - a. Encourage energy efficiency and/or renewable energy in both new and existing housing and promote energy conservation and/or renewable energy in the design of all new residential structures and promote incorporation of energy conservation and/or renewable energy and weatherization features in existing homes. In addition, the City will support the actions contained in the City's Climate Action Plan (CAP).

GHG Emission Reduction Examples:

Please review the following examples of design elements that could reduce GHG emissions. Elements below could apply to multiple policies. If included, please refer to the sheet number(s) where the element appears in the plans.

1. *Site Design*
 - a. *Solar orientation*
 - b. *Landscape screening*
2. *Construction Methods & Materials:*
 - a. *Pre-fabricated/modular construction*
 - i. *Please be advised, the use of prefabricated units may require a use permit to comply with the aesthetic similarity requirement*
 - b. *[Passive House](#) or [LEED](#) Certification*
 - c. *Use of refurbished/recycled material*
 - d. *Conversion of existing structures*
 - e. *Steel framing/highly re-usable materials*
 - f. *Use of glass & shade structures*
 - i. *Maximize daylighting*
 - ii. *Control thermal bridging*
3. *Building Systems/Utilities:*
 - a. *HVAC efficiency beyond T24 requirements*
 - b. *Exceptional building envelope seal & heat exchanger*
 - c. *Dual plumbing/water recycling*
 - d. *Passive House design*
4. *Transportation Options*
 - a. *EV Charger*
 - b. *Bicycle Parking*
 - c. *Proximity to Transit*

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| <p>5. <i>Finishes:</i></p> <ul style="list-style-type: none">a. <i>Tankless water heater and/or on-demand hot water system</i>b. <i>Efficient lighting fixtures</i> <p>6. <i>Renewable energy</i></p> <ul style="list-style-type: none">a. Solar PV/hot waterb. Vertical wind turbinec. Geothermal | |
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