

From: [Alan Cooper](#)
To: [Planning Commission](#)
Subject: Castilleja School
Date: Tuesday, January 18, 2022 10:00:57 AM
Attachments: [PTC letter Jan 18 2022.pdf](#)

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Dear PTC members,

Please see my letter in the attached PDF file.

Thank you,

To: Planning and Transportation Commission
From: Alan Cooper, 270 Kellogg Ave, akcooper@pacbell.net
Subject: Castilleja School

January 18, 2022

Dear PTC members,

I have lived across the street from Castilleja on Kellogg Ave for 37 years. I support girls education, and modernization of their campus.

I have serious concerns because the great magnitude of the project (i.e., student growth) as now proposed will further impact the safety of the extended neighborhood and our quality of life. I outlined these concerns in my letter of December 6, 2021, and here I reiterate them. My concerns regard:

- Traffic movement
- Pedestrian/bike safety
- Parking congestion
- Construction duration, parking, noise and safety
- Number of school events
- Monitoring and enforcement of CUP requirements

I outline my concerns for each item and make a request for action **in red** on each by the PTC.

Traffic movement: The concept of “no new net trips” to the school is good, but does not address the problem of increasingly heavy traffic on neighborhood streets due to other daily Castilleja activities (e.g. school meetings, deliveries, student buses/shuttles, etc.) that are not counted and are a persistent swirl of often-speeding traffic and noise (tires, banging doors, etc). **Please implement TDM monitoring of ALL street traffic.**

Pedestrian/bike safety: The Castilleja’s TDM manual says cars should not queue in the street, but should drive around the block if traffic is stopped. Drivers **DO NOT** do this. At pickup time, cars stop in the street on Kellogg and impatient drivers behind them speed down the street going the wrong way in the oncoming lane. The problem is compounded because some girls walk along Kellogg (toward Bryant) and get into parents cars (in the traffic lane) thereby stopping cars in the street. Castilleja has not corrected this situation. If this is a problem now, it will only get more dangerous with more students. **Please require Castilleja to stop this from happening (e.g., add longer queue driveway; take away parking with red curb for cars to wait in; pay for officers to direct traffic).**

Parking congestion: Parking on Kellogg across from Castilleja is ok, however, students including freshmen, sophomores, juniors and seniors are permitted (by Castilleja parent handbook) to park in the neighborhood, and are doing so. The traffic consultant report does NOT address parking outside two blocks from Castilleja. **Please monitor/count/restrict? all Castilleja parking, including that in the surrounding extended neighborhood.**

Construction duration, parking, noise and safety: One good option presented by Castilleja to minimize construction impact on the neighborhood was to find a temporary campus, to reduce construction time from 34 to 21 months. This option would

- keep students out of the construction zone contamination/noise,
- keep staff/student traffic from further congesting streets,
- shorten construction delays on surrounding streets including Embarcadero
- shorten time of contamination, noise, construction parking issues for neighbors

Please require that Castilleja find and move to a temporary campus during construction time.

Number of school events: School events bring more traffic, parking and noise to the neighborhood. Castilleja continues to use a prior concept that all events must be onsite. The concept could readily be modified to that of holding events (e.g. meetings, concerts, talks) offsite at other nearby facilities. A constant flurry of school activity degrades neighborhood quality of life. The nicest days in the neighborhood are Thanksgiving, Christmas and New Years day when there is **NO ACTIVITY AT ALL** at Castilleja. **Please require that Castilleja have no more than 50 events of any size at the school, and that there is no activity at all on Sunday.**

Monitoring and enforcement of CUP requirements: Castilleja has a documented history of not following CUP guidelines as time goes on. Continual monitoring and enforcement is unfortunately necessary to assure compliance. These steps assure that neighbors interests are being respected. **Please assure compliance with each CUP mandate, with appropriate monitoring and enforcement steps. And, please implement a yearly or every other year assessment of the CUP with neighborhood input.**

Thank you for your dedicated efforts on this complex project.

Alan Cooper

From: [Tanner, Rachael](#)
To: [Planning Commission](#)
Subject: FW: consideration
Date: Tuesday, January 18, 2022 1:41:19 PM
Attachments: [image001.png](#)
[image003.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image002.png](#)
[image010.png](#)
[image012.png](#)
[image013.png](#)
[image014.png](#)
[image015.png](#)
[image016.png](#)



RACHAEL A. TANNER, MCP

Assistant Director

Planning & Development Services

(650) 329-2167 | Rachael.Tanner@cityofpaloalto.org

www.cityofpaloalto.org



Service Feedback

From: Velasquez, Ingrid <Ingrid.Velasquez@CityofPaloAlto.org>
Sent: Tuesday, January 18, 2022 1:04 PM
To: Tanner, Rachael <Rachael.Tanner@CityofPaloAlto.org>
Cc: City Mgr <CityMgr@cityofpaloalto.org>; Gaines, Chantal <Chantal.Gaines@CityofPaloAlto.org>;
Nose, Kiely <Kiely.Nose@CityofPaloAlto.org>
Subject: FW: consideration

Hello Rachael,

Forwarding this over as an FYI.

Thank You,

Ingrid

Ingrid Velásquez

Administrative Assistant

Office of the City Manager

(650) 329-2354 | ingrid.velasquez@cityofpaloalto.org

www.cityofpaloalto.org



Please click here to provide feedback on our City's services

From: juliehkaye@gmail.com <juliehkaye@gmail.com>

Sent: Sunday, January 16, 2022 5:12 PM

To: Council, City <city.council@cityofpaloalto.org>

Subject: consideration

Some people who received this message don't often get email from juliehkaye@gmail.com. [Learn why this is important](#)

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Dear Planning and Transportation Commissioners,

Thank you for the time you commit to the greater good of Palo Alto. We are writing to you about that very topic—the greater good in relation to Castilleja’s application for a new Conditional Use Permit (CUP). By definition, schools contribute to the greater good by educating children. In particular, Castilleja provides a particular benefit as the only nonsectarian 6-12 school for girls in the Bay Area. This isn’t the right setting for all girls, but for some it makes the difference in their lives at an important stage.

Castilleja also contributes to the greater good as a leader in TDM. Businesses and organizations across Palo Alto should look to Castilleja for ways to reduce THEIR car trips by up to 31%. Rather than incorrectly attributing the traffic on Embarcadero to Castilleja, we should credit Castilleja with finding creative and effective solutions. No one else has done more to reduce their traffic impacts in Palo Alto.

Excellent schools benefit everyone by providing a place for children to learn and grow, by fortifying property values, by outreach in the community. Castilleja does all of this and would even do more if the terms of the CUP allowed it. Most of all, if more students can attend in the high school (without adding more traffic) all of those benefits increase.

With accountability built into the plan, the school will only be permitted to grow if traffic remains the same. This proposal is all about public benefits.

Thank you,
Julie and Todd Kaye



From: [Michael Eager](#)
To: [Planning Commission](#)
Cc: [Andie Reed](#)
Subject: Castilleja Expansion
Date: Wednesday, January 19, 2022 10:11:31 AM

[You don't often get email from eager@eagercon.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

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I'm writing in opposition to the proposed expansion of Castilleja School.

The school has misrepresented its enrollment for many years and it continues to be over the permitted limits. There is no substantial reason to believe that the school would abide by any enrollment limits in the future.

The school appears to have misrepresented the Gross Floor Area of existing buildings, which appears to be in excess of the current allowed GFA, in violation of municipal code.

There are limited benefits to the City of Palo Alto and its residents in expanding the school. 75% of the students are not PA residents. The burden on the City and residents is disproportionate to the benefits.

Castilleja School has consistently refused to consider other expansion options which would not require a zoning variance. These include opening a satellite location within Palo Alto or a nearby city, or relocating to an appropriately zoned area. "We don't want to" is not a satisfactory reason for failing to evaluate these options nor is it a satisfactory justification for granting a zoning variance.

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Michael Eager

From: [Annette Ross](#)
To: [Planning Commission](#)
Subject: Castilleja
Date: Wednesday, January 19, 2022 12:38:25 PM

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I am among the many in this community who have concerns about the scope of Castilleja's expansion plans. Not exceeding allowed FAR should be a given. Let the school expand to the extent allowed; that is the limitation imposed on others. Sometimes, reasonable exceptions are made, but if the school already exceeds its FAR, how can a further exception be justified? No entity, regardless of popularity or mission success (in this case the education of young women) or financial means should be allowed to game a system that has been established for myriad good reasons.

Of particular concern to me is the garage. It isn't critical to expansion, but *not* approving it is critical to the City's credibility vis-a-vis its own climate change and sustainability goals. In 2019, the City made a decision that went against a promise to the business community when it voted against the downtown garage. Sustainability/environmental concerns were stated reasons. Former Mayor Kniss said that Palo Alto takes the City's goals very serious. The downtown garage proposal tested that. Castilleja's proposed garage is another such test. NO is the reasonable, responsible, future-minded answer.

I urge both the Planning Commission and City Council to give Castilleja a very clear message that they need to present a plan that conforms with code, does not exceed FAR, and does not include a massive garage.

Possible additional future upside to not having a garage: Castilleja becomes more of a resource for the community in which it is located. Local girls can walk, bike, or carpool, and I doubt there's a shortage of Palo Alto girls who qualify for admission.

Annette Ross
Palo Alto

From: [Carla Befera](#)
To: [Planning Commission](#)
Cc: [Council, City](#)
Subject: Notes on erroneous comments in tonight's meeting
Date: Wednesday, January 19, 2022 8:18:58 PM
Attachments: [Enrollment Graph Sept 2020.pdf](#)

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The meeting is still underway, but I wanted to write in response to Commissioner Templeton's early question/statement regarding the history of Castilleja's impact on its neighbors. To clarify to Ms. Templeton, neighbors DID complain (often) about Castilleja's impacts, including school and event parking/traffic, buses, evening and weekend events, and many other issues.

Ms. French spoke in error when she answered that over-enrollment did not cause issues among neighbors and was only brought to light when the school self-reported. The ongoing concerns by neighbors over decades have been documented, and are outlined in minutes of neighborhood meetings archived on the school's website. She also misspoke in noting that the issue came to light due to "a change in personnel" – Nanci Kauffman became Head of School in 2010, and as you will see by the attached, the school continued to increase its over-enrollment violation for the next three years, until it neighbors became aware and insisted the City address the issue. (The school is still in violation of its 415 enrollment cap.)

For a history refresher: the school hosted a neighborhood meeting on July 18, 2013 at which it presented its hope to grow from its CUP-allowed 415 students. At that meeting, neighbors asked exactly what was the current enrollment? In response to that question, the over-enrollment first came to public light. Here are the minutes:

https://www.castilleja.org/uploaded/Website_Content/Neighborhood_archives_thru_June_2018/2013_Meetings/July_2013_Meeting/July_18_-_Meeting_Minutes.pdf

At the bottom of page 1:

"The meeting then opened up for general discussion. During that time **the school reported that current enrollment for the upcoming school year is 445, due to higher than anticipated acceptance levels.**"

There is unanimous agreement among neighbors present that the over-enrollment was only revealed after specific questioning. It caused a fair bit of outrage, particularly among neighbors who had spent 18 months negotiating in good faith the previous CUP in 2000, and were now learning its cap had been completely disregarded. The corollary with increased impacts in traffic and parking - issues neighbors felt were not being adequately addressed by the school - were noted.

The next meeting was held August 15, 2013 to revisit the issue – here are those minutes:

https://www.castilleja.org/uploaded/Website_Content/Neighborhood_archives_thru_June_2018/2013_Meetings/August_2013_Meeting/Meeting_Minutes.pdf

On page 4 it notes:

"With regard to getting enrollment down to 415, **the school is currently pursuing a CUP amendment for 448 – the current enrollment.** It would pose undue hardship to get to 415 by the start of the school year. **Programmatically, 448 has allowed for better collaboration and an enhanced learning**

environment.”

Neighbors present at that meeting recall Nanci Kaufman making the case that 448 was a better number pedagogically, as it provided for 64 students per level, enabling 8 groups of 8 students in each level. We neighbors all questioned why 4 or 6 students per group wasn't just as effective, and felt her argument didn't hold much water, but that was her staunch defense of that specific enrollment number. So we question why 450 is now the starter requirement. Frankly, it appears to be specifically a funding issue, in which modernization/construction costs will be offset by additional tuition, not a pedagogical requirement.

*NOTE: it was after these meetings that the school implemented most of its current TDM measures (all of which were required in the 2000 CUP: shuttles, parking monitors, using the field for special event parking, carpool facilitation, etc.) These measures are listed in meeting minutes as new recommendations which would be implemented to offset proposed new enrollment – not as measures **that should have been undertaken 13 years earlier in compliance with the CUP.***

There is understandable frustration that the school has shown a history of not being in compliance, and that the City has no infrastructure to monitor or correct CUP violations. Neighbors calculated that over the years of non-compliance, the school has collected more than \$14.25 million from additional illegal enrollments (274 over-enrolled students since 2002 @ \$52,000/student). Its fine of \$364,000 seemed a very small penalty, and did nothing to offset the impact issues faced by the neighbors.

At the moment, the initiative seems to be to allow the school to start at 450 enrollment, a level higher than the height of their CUP violation - which begs the question why the PTC and City Council are rewarding non-compliance.

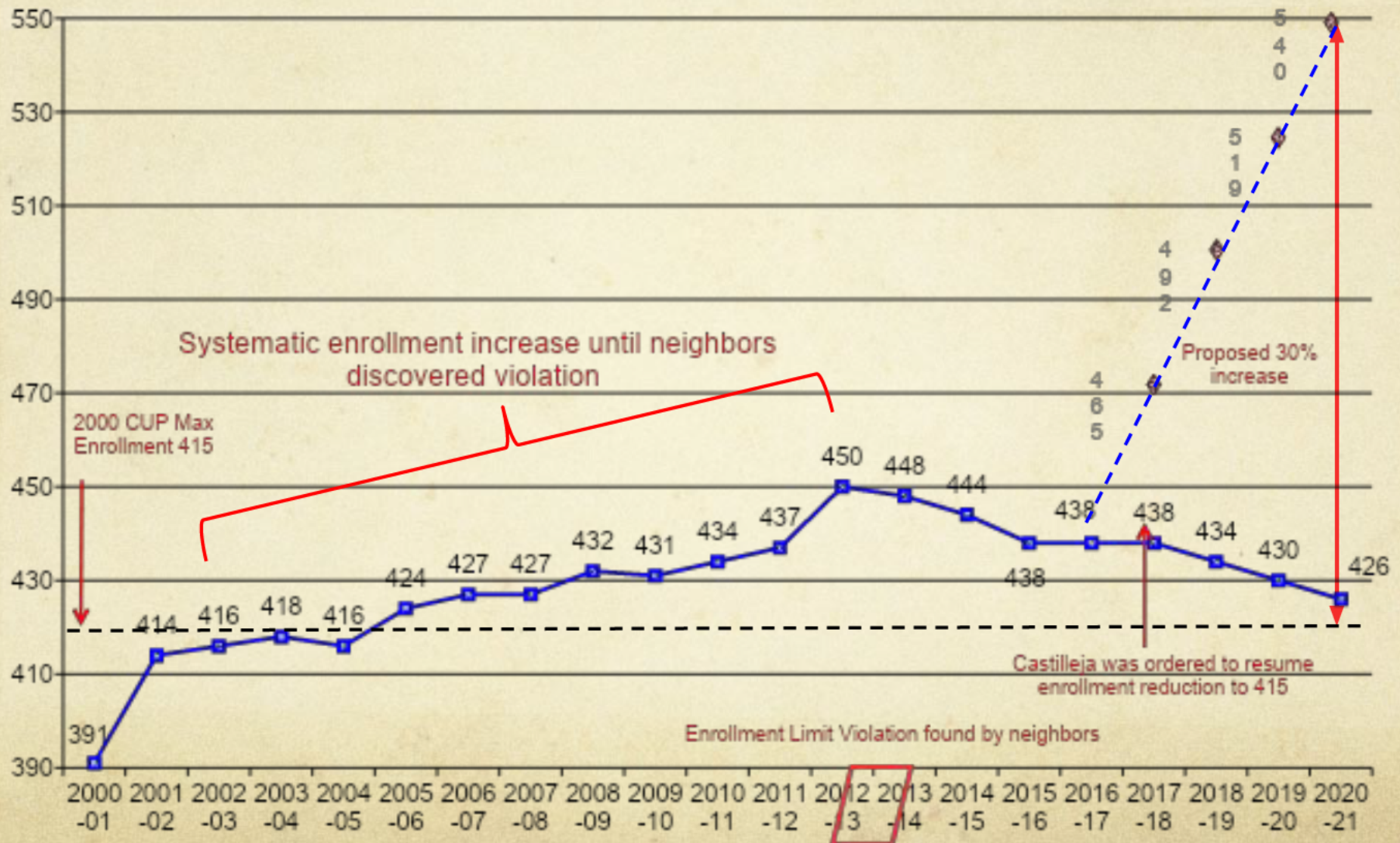
Attached is a graph showing the enrollment increases since 2000.

All the school minutes related to neighborhood meetings can be found on this portal:
<https://www.castilleja.org/community/neighborhood-portal>

Many thanks,
Carla Befera

Castilleja Enrollment History

19 Years of Enrollment Limit Violation



From: [Kerry Yarkin](#)
To: [City Attorney](#); [Planning Commission](#)
Subject: recual of Planning Commissioner
Date: Thursday, January 20, 2022 12:47:48 PM

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Dear Ms. Stump and Planning Commissioners:

I would like to voice my opinion that Bart Hechtman meeting with Castilleja's lawyers calls into question his integrity on the Castilleja expansion and CUP. This is an obvious conflict of interest! The PTC should be held to the highest ethical standards, so that we the citizenry can have faith in their decision making. Please recuse him from his duties regarding Castilleja.

Thank you,
Kerry Yarkin
Leadership Palo Alto 2015

From: [Jim Fitzgerald](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Cc: [Emily McElhinney; Elke Teichmann](#)
Subject: Support for Castilleja
Date: Monday, January 24, 2022 5:52:05 PM

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Hello,

Please approve one of the 5 versions of the Castilleja campus modernization plans. Having already approved this project once before, this should be a simple and quick process for all of you. Once again, Castilleja has gone above and beyond with five different versions for you to choose from. The repeated delays and tactics perpetrated by a vocal minority has had a detrimental effect on Castilleja fulfilling its mission to educate young women. Your support and rapid, affirmative resolution of this proposal will help to heal this damage and send a message to all that Palo Alto enthusiastically believes in the incredible value of Castilleja's mission to educate women.

The changes to the garage, the adjustments to the pool, and the new option for the loading entrance all preserve more trees. I recommend and prefer the garage plan with 69 spaces, to move as many cars as possible below ground, but the plan with 52 cars that the City Council asked for is also there. Also keeping the loading dock above ground is a preferred approach for preserving trees which is a priority for the community, but the good news is that if you go with the other option that moves deliveries below grade that will work as well.

The greatest step forward for Castilleja, the neighborhood and the city will come when you approve this for the last time and allow the school to break ground on this exciting and beautiful update. You are all doing the community a grave disservice by delaying, and now standing in the way, of this wonderful initiative and I implore you to just do the right thing.

Regards,
Jim Fitzgerald

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Jim Fitzgerald
M: 650 888-1293
Email: jimfitz8@gmail.com
<http://www.linkedin.com/in/jimfitz8>

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From: [Andie Reed](#)
To: [Shikada, Ed](#); [City Mgr](#); [Architectural Review Board](#); [Planning Commission](#); [Council, City](#)
Subject: Castilleja - Unanswered Issues re GFA
Date: Friday, March 4, 2022 8:39:16 AM
Attachments: [GFA5-17-21plans.pdf](#)

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Dear City Manager Shikada,
CC: ARB, PTC, City Council

I represent neighbors who have very grave concerns that the boards, commissions and City Council are not being provided accurate, essential information to allow for an informed analysis regarding the Castilleja project. We appeal to you to rectify this.

The project states that the school proposes to retain or reduce current gross floor area, which requires a variance. Many buildings over the years have been added to the site without their floor areas being properly counted, and Castilleja's current Floor Area Ratio is significantly in excess of allowed FAR. Because of the many inconsistencies in the plans, we have requested clarification over the past 5 years about this issue from the planning department, and in 5 years, have never received a straightforward answer that would lead to our understanding of why this project is being advanced. In two years of PTC and city council meetings, questions regarding what GFA is being requested versus what is allowed on this site have been asked but not answered accurately if at all.

In March 2021 the city council requested, and the planning department solicited, an official third-party measurement of Castilleja's existing above-grade (GFA) and below-grade square footages. In Nov 2021, the planning department published the **Dudek GFA study**. The school is proposing to demolish 5 buildings and build one large building. Neighbors have noted for 5 years that the proposed large building is unusually massive for the site. This new study shows our instincts were correct.

Please answer the questions below. We respectfully request a response within the next week, as opposed to offering promises that this will be addressed at some future time that never comes.

Questions:

1. Analysis of the Dudek GFA study appears to show that the proposed square footage being requested by Castilleja has increased to a FAR of .479, since volumetrics would be included in any analysis of current GFA. Is that the case? It appears that the allowed FAR for the site is .303. Is that the case? Please translate that to how many square feet of gross floor area is being requested over that allowed by code.
2. In our review of the most recent plans from May 17, 2021, pages G.004 and G.005, it appears that **additional** Gross Floor Area totaling 7,100SF is being proposed but not counted towards GFA (see att'd GFA5-15-21plans).

a. The pool equipment building at 4,300SF is underground but not under a building nor a part of a building

b. The lower level main building (LL1) is 2,800SF larger than the first floor building (L1), therefore not fully under the building.

Would these two underground spaces be considered exempt from GFA? I discussed these pages of the plans with the planning director last summer and have brought it up by email and written and oral communications to the PTC, but have not received an explanation.

3. Although it doesn't add to GFA or FAR, it appears, by review of the plans, that the underground square footage, not including the garage, is proposed to increase from 41,000SF to 80,000SF. Please confirm that the school is proposing to increase its underground class space by 39,000SF.

We appreciate that you will ensure straightforward, direct and correct answers are provided, as our experience in this regard has been discouraging.

Thank you,
Andie Reed
PNQL

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Andie Reed CPA
Palo Alto, CA 94301





CASTILLEJA SCHOOL

1310 Bryant St, Palo Alto, CA 94301

ARB RESUBMISSION #4 10/22/2020

WITH SUPPLEMENTARY INFORMATION #2 DATED 05.17.2021

SUMMARY OF CHANGES INCLUDED IN SUPPLEMENTAL INFORMATION #2 TO PLANNING RESUBMISSION #4 DATED 5/17/2021

1. REDUCING IMPACT TO TREE #89:

A. TRANSFORMER RELOCATED TO EMERSON PARKING LOT

- SEE REVISED ELECTRICAL SHEETS E1.01 & E.401 AND NEW SHEET AB.309 FOR INFORMATION ON TRANSFORMER LOCATION, SCREENING AND CLEARANCES
- SEE REVISED L2.0 FOR NEW LOCATION OF UNPROTECTED TREES 3, 5, & 74 RELOCATED TO ACCOMMODATE NEW TRANSFORMER LOCATION
- SEE REVISED G.031 FOR RELOCATION OF BIKE PARKING SPACES
- SEE REVISED T.3.5 FOR FURTHER REDUCED IMPACT TO PROTECTION ZONE OF TREE #89

B. RELOCATED POOL STAIR

- SEE REVISED SHEET AB.100 AND NEW SHEET AB100B FOR RELOCATED STAIR PLAN
- SEE REVISED T.3.5 FOR REDUCED TREE IMPACT OF TREE #89

2. REDUCING IMPACT TO TREE #87 & #89:

- SEE NEW SHEETS AB.807 & AB.808 FOR DETAILED SECTIONS SHOWING EXCAVATION AND SHORING DETAILS RELATED TO POOL CONSTRUCTION IN RELATION TO THE TREE PROTECTION ZONE

3. REDUCE GFA TO ADDRESS DISCREPANCY IN EXISTING SQUAREFOOTAGE OF CLASSROOM BUILDING PER PERMIT RECORDS AS NOTED IN THE 3.8.21 PLANNING DEPARTMENT MEMO

- SEE REVISED SHEET G.005 FOR REVISED GFA ON LEVEL 1 & 2. AREA REDUCTION IS A COMBINATION OF REDUCED BUILDING FOOTPRINT AND ADDITIONAL OUTDOOR OPEN DECK SPACE ON LEVEL 2. NOTE, WHILE BASEMENT AREA IS NOT COUNTED TOWARDS GFA, BASEMENT FOOTPRINT IS REDUCED TO TRACK WITH REDUCED FOOTPRINT ABOVE GRADE. SEE REVISED G.004.
- SEE NEW SHEET G.006 FOR DIAGRAM SHOWING PERCENT OPENESS OF UPPER LEVEL DECKS

WRNS STUDIO
501 SECOND STREET
4TH FLOOR, STE 402
SAN FRANCISCO
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| ISSUES | DATE | REVISION LIST | DATE |
|---|------------|---------------|--------|
| | | | MMDDYY |
| PLANNING RESUBMISSION | 04/02/2019 | | |
| PLANNING RESUBMISSION #1 | 07/01/2019 | | |
| PLANNING RESUBMISSION #2 | 08/22/2019 | | |
| PLANNING RESUBMISSION #3 | 02/10/2020 | | |
| PLANNING RESUBMISSION #4 | 10/22/2020 | | |
| PLANNING INFO TO PLANNING SUB #4 | 07/27/2021 | | |
| SUPPLEMENTAL INFO #2 TO PLANNING SUB #4 | 05/17/2021 | | |
| A | | REVISION 1 | |

| | |
|-----------------------|-------|
| PROJECT NO.: 18043.00 | AHJ # |
| COVER SHEET | |
| G.000 | |

CASTILLEJA SCHOOL

1310 Bryant St, Palo Alto, CA 94301

PROJECT DIRECTORY

ARCHITECT

PHASE 1: ARCHITECTURE 32245 DERBY STREET UNION CITY, CA 94587 510-585-6445

PHASES 3 & 4 WRNS STUDIO 501 SECOND STREET SUITE 402 SAN FRANCISCO, CA 94107 415-489-2242

CIVIL

PHASE 1: SANDIS CIVIL ENGINEERS, SURVEYORS & PLANNERS 1700 S. WINCHESTER BLVD SUITE 200, CAMPBELL, CA 95008 408-636-0900

PHASES 3 & 4: SHERWOOD DESIGN ENGINEERS 2548 MISSION STREET SAN FRANCISCO, CA 94110 415-577-7300

LANDSCAPE

BFS LANDSCAPE ARCHITECTS 425 PACIFIC STREET MONTEREY, CA 93940 831-646-383

STRUCTURAL

MAR STRUCTURAL DESIGN 2332 FIFTH STREET SUITE D BERKELEY, CA 94710 510-891-1102

ELECTRICAL

INTEGRAL GROUP 75 E SANTA CLARA STREET 6TH FLOOR SAN JOSE, CA 95113 408-448-6300

TECHNOLOGY

INTEGRAL GROUP 75 E SANTA CLARA STREET 6TH FLOOR SAN JOSE, CA 95113 408-448-6300

ACOUSTICAL

CHARLES M. SALTER ASSOCIATES INC. 100 WEST SAN FERNANDO SUITE 430 SAN JOSE, CA 95113 408-295-4944

AQUATICS

WATER DESIGN, INC. 5047 GALLERIA DRIVE MURRAY, UTAH 84123 801-261-4009

MECHANICAL

INTERFACE ENGINEERING, INC. 135 MAIN STREET SUITE 400 SAN FRANCISCO, CA 94105 415-488-7241

PLUMBING

INTERFACE ENGINEERING, INC. 135 MAIN STREET SUITE 400 SAN FRANCISCO, CA 94105 415-488-7241

PROJECT INFO

PROJECT LOCATION

1310 BRYANT STREET, PALO ALTO, CA 94301

PROJECT DESCRIPTION

The Castilleja School Foundation project consists of a new three-story, two above grade high school, middle school, creative arts library, Maker (Bourn) Lab and Dining/Meeting Hall. The project is comprised of approximately 130,000 sf of new construction. Also included are site upgrades including: constructing a new relocated pool to sit 15' below grade adjacent to the existing Lonergan Athletics building, a new below grade loading dock and ramp, new site paving, planting and lighting.

The project is part of the Master Plan phased development which includes the addition of a below grade parking structure (separate project) and the demolition of existing academic buildings to be replaced with the new building.

The new structure is approximately 84,000 sf above grade and comprised of a steel frame tied into a cast in place concrete lower level and mat foundation system. Concrete shear walls with board form finishing extend from the foundation system to the roof. Decks are both one-way dowel-laminated timber (DLT) or composite metal decking; concrete topped in both cases. The building construction type is II-B, fully sprinklered with mixed occupancies, primarily education, assembly and business. Two story openings as skylights, lightwells and open stairs are utilized to borrow daylight vertically throughout the building. Three story atria are NOT included in the design although three exit stairs are design as 1-hour rated exits.

Exterior decks connect much of the campus interior court facing space on the second level, are waterproofed slabs with pedestal-paved systems, and dedicated drainage. The roof is comprised of an SBS flat roof system. The roof overhangs and trellises are designed to shade the building and reduce conditioned space. The roof is designed in accordance with the R-1 zoning code height limit of 30' while incorporating a substantial quantity of PV.

Exterior materials on the project include a range of glazing units with varied reflectivity and integral screening for solar thermal and privacy benefits. The predominant exterior wall material is cedar wood. It is used for the vertical wall-siding system and shingles. Window framing is typically set to a residential scale at five-foot wide modules with vertical spans incorporating a mix of window, storefront and curtain wall glazed assemblies. Exterior metals include painted steel, steel plate and picket railings, anodized aluminum panel and window framing, as well as zinc paneling.

PROJECT DATA

EXISTING BUILDINGS TO BE DEMOLISHED

Table with columns: BUILDING, EXISTING ABOVE GRADE SF*, EXISTING BELOW GRADE, PROPOSED ABOVE GRADE. Rows include FINE ARTS BLDG, MAINTENANCE, CAMPUS CENTER, CLASSROOM BLDGS, POOL EQUIPMENT BLDG, and TOTAL.

* PER CITY OF PALO ALTO HISTORIC PERMIT RECORD

EXISTING BUILDING AREAS TO BE RETAINED

Table with columns: LEVEL, FITNESS, ADMIN / CHAPEL. Rows include ABOVE GRADE, BELOW GRADE, TOTAL EXISTING AREAS TO REMAIN, and TOTAL EXISTING AREAS TO REMAIN ABOVE/BELOW GRADE.

PROPOSED NEW FLOOR AREAS

Table with columns: LEVEL, ACADEMIC BLDG, FLOOR AREA, POOL EQUIPMENT/TRASH. Rows include LEVEL 2, LEVEL 1, LOWER LEVEL FLOOR AREA, POOL EQUIPMENT/TRASH, TOTAL PROPOSED NEW ABOVE & BELOW GRADE, TOTAL NEW PROPOSED ABOVE GRADE, and TOTAL NEW PROPOSED BELOW GRADE.

PROJECT DATA

Table with columns: ASSESSOR'S PARCEL NO., SQ. FT., ACRES, NET LOT AREA, LOT COVERAGE, EXISTING FLOOR AREA RATIO, PROPOSED FLOOR AREA RATIO, EXISTING GROSS FLOOR AREA, PROPOSED GROSS FLOOR AREA, NO. OF STORIES, TYPE OF CONSTRUCTION, OCCUPANCY GROUPS, FIRE PROTECTION SYSTEM, ZONE DISTRICT, SETBACKS, MAXIMUM BUILDING HEIGHT, EXISTING VEHICLE PARKING SPACES, PROPOSED VEHICLE PARKING SPACES, EXISTING BICYCLE PARKING SPACES, PROPOSED BICYCLE PARKING SPACES, USABLE OPEN SPACE.

Table with columns: ALLOWED, EXISTING, PROPOSED. Rows include FRONT, SIDE, REAR setbacks and MAXIMUM BUILDING HEIGHT.

Table with columns: EXISTING, PROPOSED. Rows include EXISTING VEHICLE PARKING SPACES and PROPOSED VEHICLE PARKING SPACES.

Table with columns: REQUIRED, PROPOSED. Rows include PROPOSED VEHICLE PARKING SPACES (REQUIRED CAV, REQUIRED HC, REQUIRED EVSE) and PROPOSED VEHICLE PARKING SPACES (REQUIRED SPACES, TOTAL PROPOSED SPACES).

Table with columns: EXISTING, PROPOSED. Rows include EXISTING BICYCLE PARKING SPACES and PROPOSED BICYCLE PARKING SPACES.

Table with columns: EXISTING, PROPOSED. Rows include EXISTING BICYCLE PARKING SPACES and PROPOSED BICYCLE PARKING SPACES.

Table with columns: EXISTING, PROPOSED. Rows include EXISTING BICYCLE PARKING SPACES and PROPOSED BICYCLE PARKING SPACES.

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Table with columns: EXISTING, PROPOSED. Rows include EXISTING BICYCLE PARKING SPACES and PROPOSED BICYCLE PARKING SPACES.

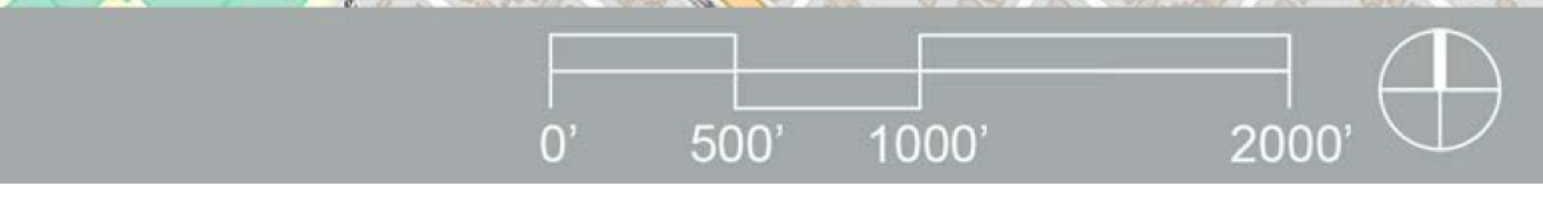
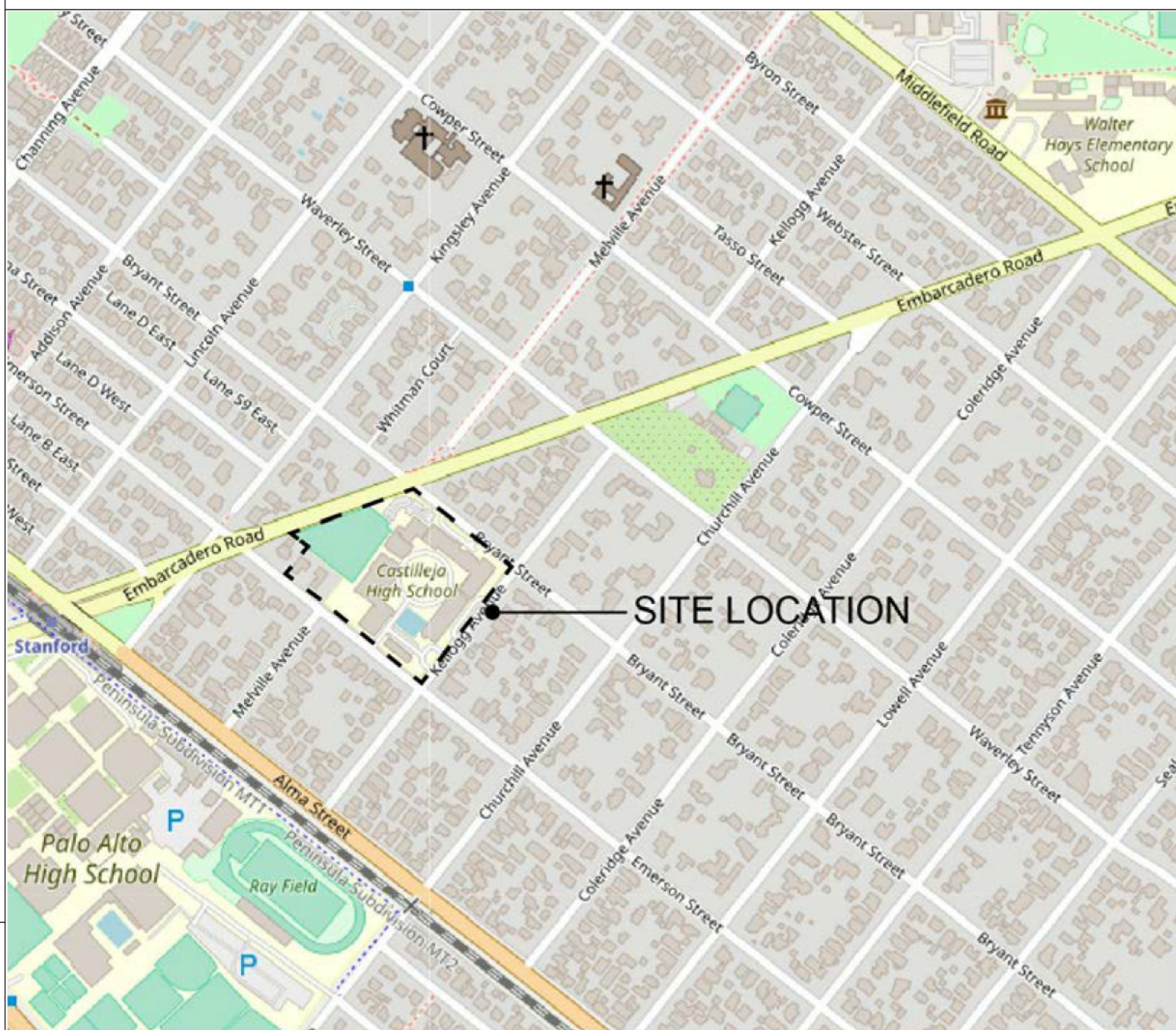
Table with columns: EXISTING, PROPOSED. Rows include EXISTING BICYCLE PARKING SPACES and PROPOSED BICYCLE PARKING SPACES.

All drawings and written material appearing herein constitute original and unpublished work of the Architect/Engineer and may not be duplicated, used or disclosed without consent of Architect/Engineer.

SHEET LIST

SHEET LIST table with columns: SHEET NO., SHEET TITLE, and checkboxes. Includes sections: 00 GENERAL, 01 CIVIL, 02 LANDSCAPE, 04 ARCHITECTURAL, 07 ELECTRICAL, 09 LIGHTING.

VICINITY MAP - N.T.S.



APPLICABLE CODES & AGENCIES

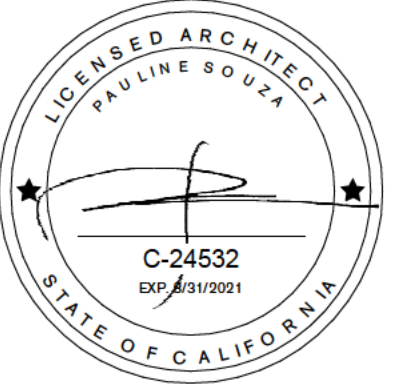
- THE INTENT OF THE DRAWINGS AND SPECIFICATIONS IS TO CONSTRUCT REFERENCED PROJECT IN ACCORDANCE WITH CALIFORNIA CODE OF REGULATIONS TITLE 24. SHOULD ANY CONDITION DEVELOP NOT COVERED BY THE CONTRACT DOCUMENTS WHEREIN THE FINISHED WORK WILL NOT COMPLY WITH SAID CALIFORNIA CODE OF REGULATIONS TITLE 24. A CHANGE ORDER DETAILING AND SPECIFYING THE REQUIRED WORK SHALL BE SUBMITTED TO AND APPROVED BY THE AGENCY HAVING JURISDICTION BEFORE PROCEEDING WITH THE WORK.
- CALIFORNIA CODE OF REGULATIONS (CCR)
- 2016 CALIFORNIA BUILDING CODE - PART 2, TITLE 24, CCR (BASED UPON 2015 INTERNATIONAL BUILDING CODE)
- 2016 CALIFORNIA ELECTRICAL CODE - PART 3, TITLE 24, CCR (BASED UPON 2014 NATIONAL ELECTRICAL CODE)
- 2016 CALIFORNIA MECHANICAL CODE - PART 4, TITLE 24, CCR (BASED UPON 2014 UNIFORM MECHANICAL CODE)
- 2016 CALIFORNIA PLUMBING CODE - PART 5, TITLE 24, CCR (BASED UPON 2015 UNIFORM PLUMBING CODE)
- 2016 CALIFORNIA ENERGY CODE - PART 6, TITLE 24, CCR
- 2016 CALIFORNIA GREEN BUILDING CODE - PART 11, TITLE 24, CCR
- 2016 CALIFORNIA FIRE CODE - PART 9, TITLE 24, CCR (BASED UPON 2015 INTERNATIONAL FIRE CODE)
- PALO ALTO MUNICIPAL CODE

WRNS STUDIO

501 SECOND STREET 4TH FLOOR, STE. 402 SAN FRANCISCO CALIFORNIA 94107 415.489.2224 TEL 415.358.9100 FAX WWW.WRNSSTUDIO.COM

Table with columns: ISSUES, DATE. Rows include PLANNING SUBMISSION (04/04/2019), PLANNING RESUBMISSION #1 (07/01/2019), PLANNING RESUBMISSION #2 (08/22/2019), PLANNING RESUBMISSION #3 (02/10/2020), PLANNING RESUBMISSION #4 (10/22/2020), SUPPLEMENTAL INFO #2 TO PLANNING SUBMISSION #4 (05/17/2021).

Table with columns: REVISION LIST, DATE. Row 1: REVISION 1, MM/DD/YYYY.



CASTILLEJA SCHOOL

1310 Bryant St, Palo Alto, CA 94301

KEYPLAN

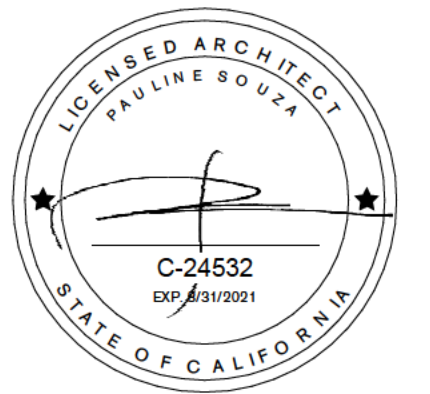
PROJECT NO.: 18043.00 DATE: 10/22/2020 SCALE:

SHEET TITLE:

PROJECT DIRECTORY, PROJECT INFO

SHEET NO:

G.001



CASTILLEJA SCHOOL
1310 Bryant St, Palo Alto, CA 94301

KEYPLAN

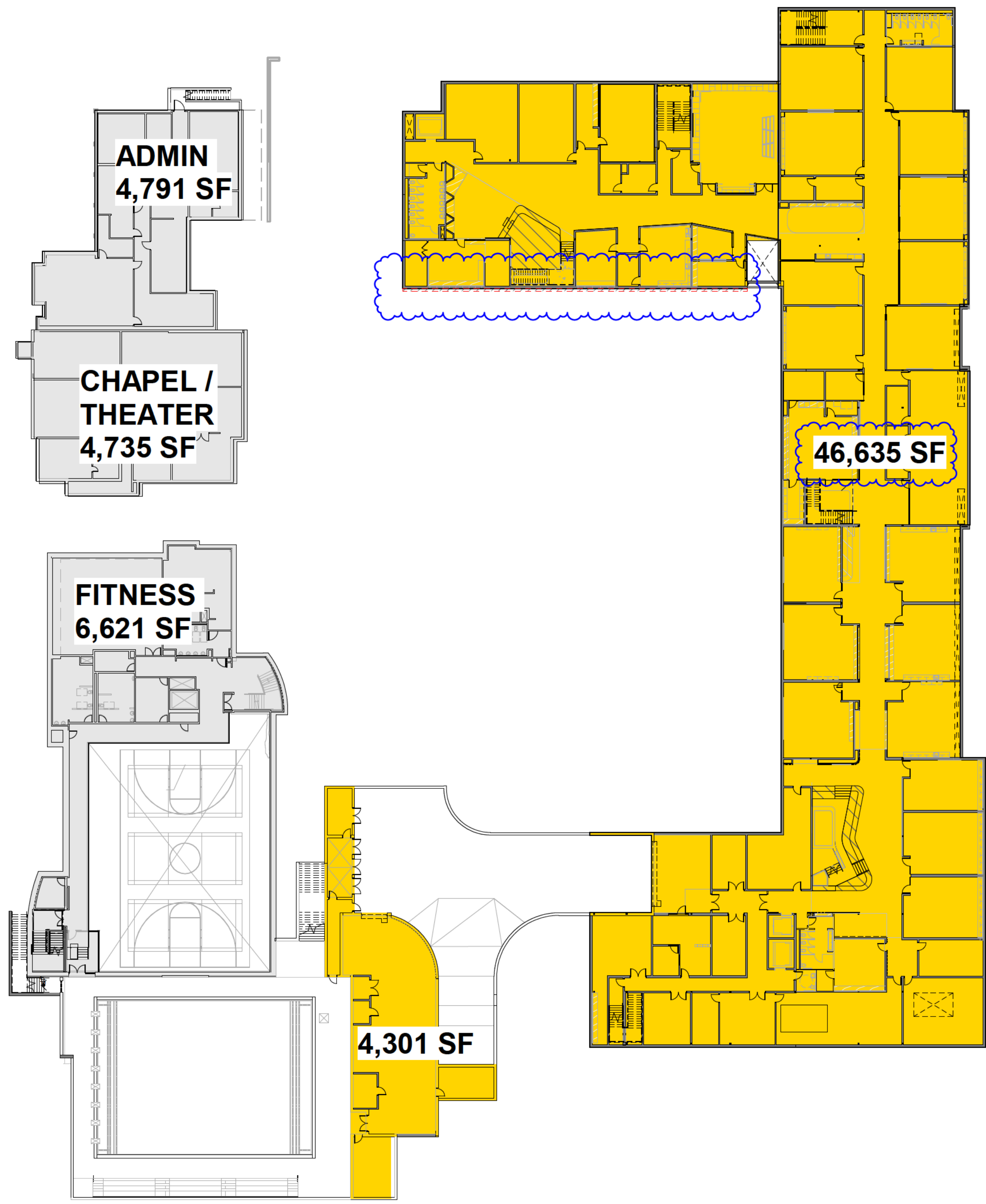
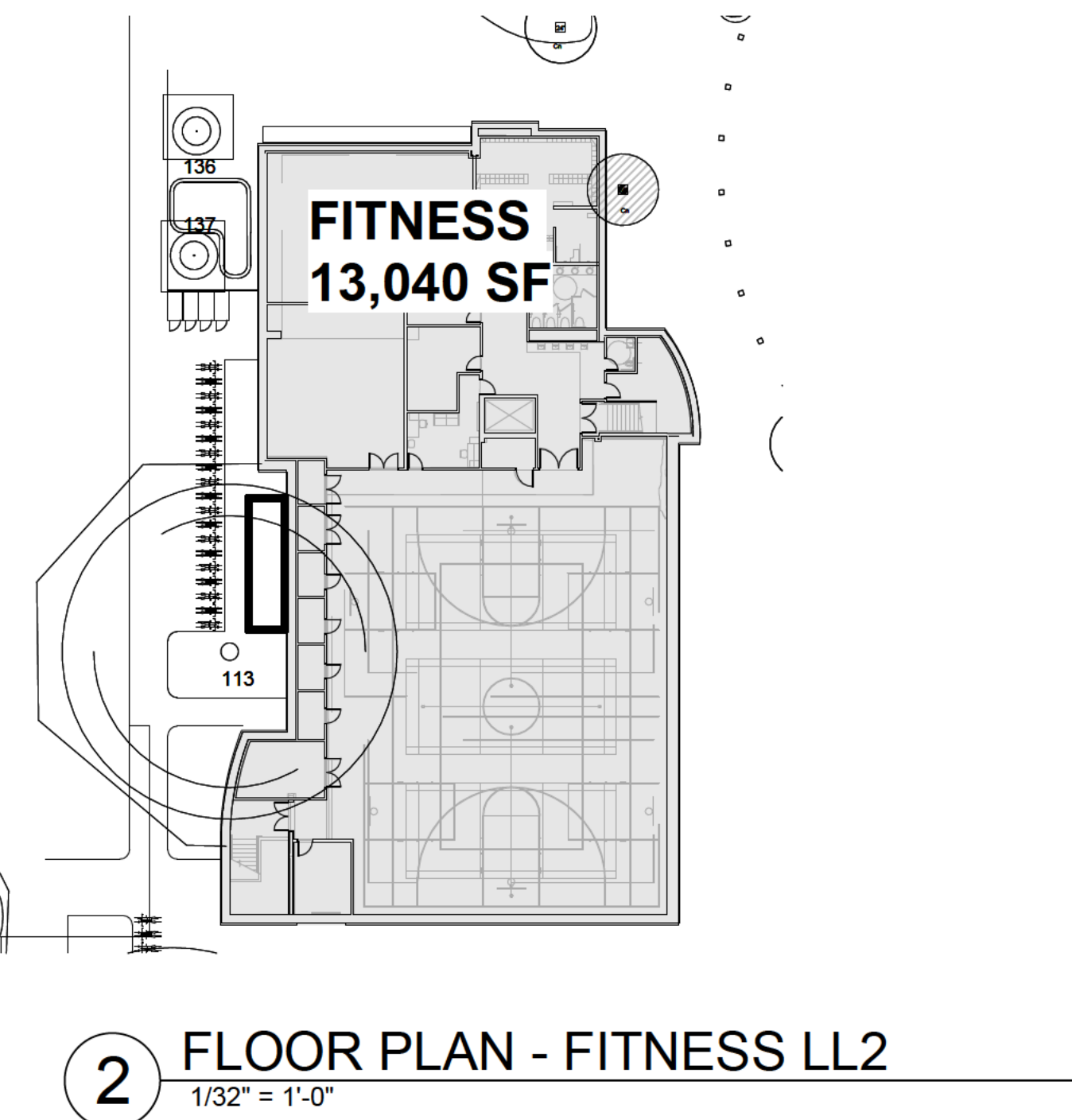
PROJECT NO.: 18043.00
DATE: 10/22/2020
SCALE: 1/32" = 1'-0"

SHEET TITLE:

BELOW GRADE CAMPUS FLOOR AREAS

SHEET NO:

G.004



LEGEND - GFA

- ENCLOSED FLOOR AREA INCLUDED IN GFA
- EXTERIOR DECK & PORCHE AREA INCLUDED IN GFA (L1, L2)
- EXTERIOR STAIRS, NOT INCLUDED IN GFA
- EXTERIOR DECKS/PORCHES, NOT INCLUDED IN GFA
- LOWER LEVEL AREA, NOT INCLUDED IN GFA
- LIGHTWELLS & SUNKEN GARDEN NOT INCLUDED IN GFA
- REDUCED BELOW GRADE FOOTPRINT TO ALIGN WITH REDUCED FOOTPRINT ABOVE GRADE

TOTALS:

| | 10.22.20 SUBMISSION | 5.17.21 SUBMISSION |
|--|------------------------|-----------------------|
| BELOW GRADE EXISTING (TO REMAIN): | 29,187 SF | 29,187 SF |
| BELOW GRADE PROPOSED (EXCLUDED FROM GFA): | 51,069 SF | 50,936 SF |
| TOTAL BELOW GRADE: | 80,256 SF | 80,123 SF |

NEW PROPOSED AREA:

BELOW GRADE LEVEL 1 (EXCLUDED FROM GFA)

| | 10.22.20 SUBMISSION | 5.17.21 SUBMISSION |
|--|------------------------|-----------------------|
| NEW PROPOSED FLOOR AREA: | | |
| ACADEMIC BUILDING: | 46,768 SF | 46,635 SF |
| POOL EQUIPMENT/TRASH: | 4,301 SF | 4,301 SF |
| TOTAL NEW PROPOSED FLOOR AREA : | 51,069 SF | 50,936 SF |

EXISTING AREAS BELOW GRADE TO REMAIN:

BELOW GRADE LEVEL 1

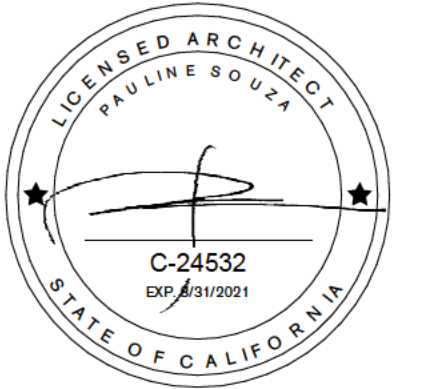
| | |
|--------------------------------|------------------|
| EXISTING FLOOR AREA TO REMAIN: | |
| FITNESS: | 6,621 SF |
| ADMIN: | 4,791 SF |
| CHAPEL/THEATER: | 4,735 SF |
| TOTAL | 16,147 SF |

BELOW GRADE LEVEL 2

| | |
|--------------------------------|------------------|
| EXISTING FLOOR AREA TO REMAIN: | |
| FITNESS: | 13,040 SF |
| TOTAL | 13,040 SF |

| ISSUES | DATE |
|--|------------|
| PLANNING SUBMISSION | 04/04/2019 |
| PLANNING RESUBMISSION #1 | 07/01/2019 |
| PLANNING RESUBMISSION #2 | 08/22/2019 |
| PLANNING RESUBMISSION #3 | 02/10/2020 |
| PLANNING RESUBMISSION #4 | 10/22/2020 |
| SUPPLEMENTAL INFO #2 TO PLANNING SUBMISSION #4 | 05/17/2021 |

| REVISION LIST | DATE |
|---------------|------------|
| 1 REVISION 1 | MM/DD/YYYY |



CASTILLEJA SCHOOL
1310 Bryant St, Palo Alto, CA 94301

KEYPLAN

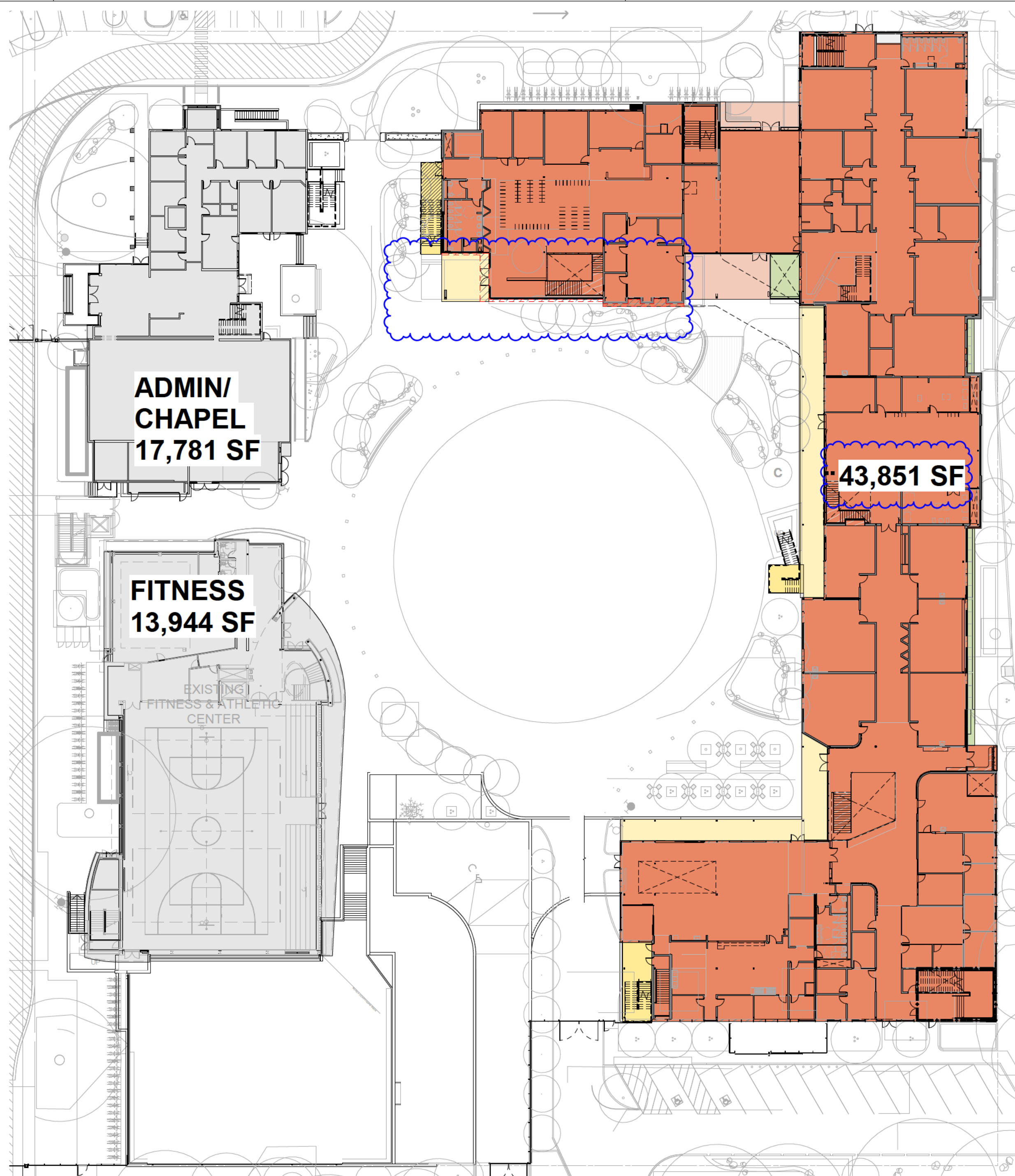
PROJECT NO.: 18043.00
DATE: 10/22/2020
SCALE: 1/32" = 1'-0"

SHEET TITLE:

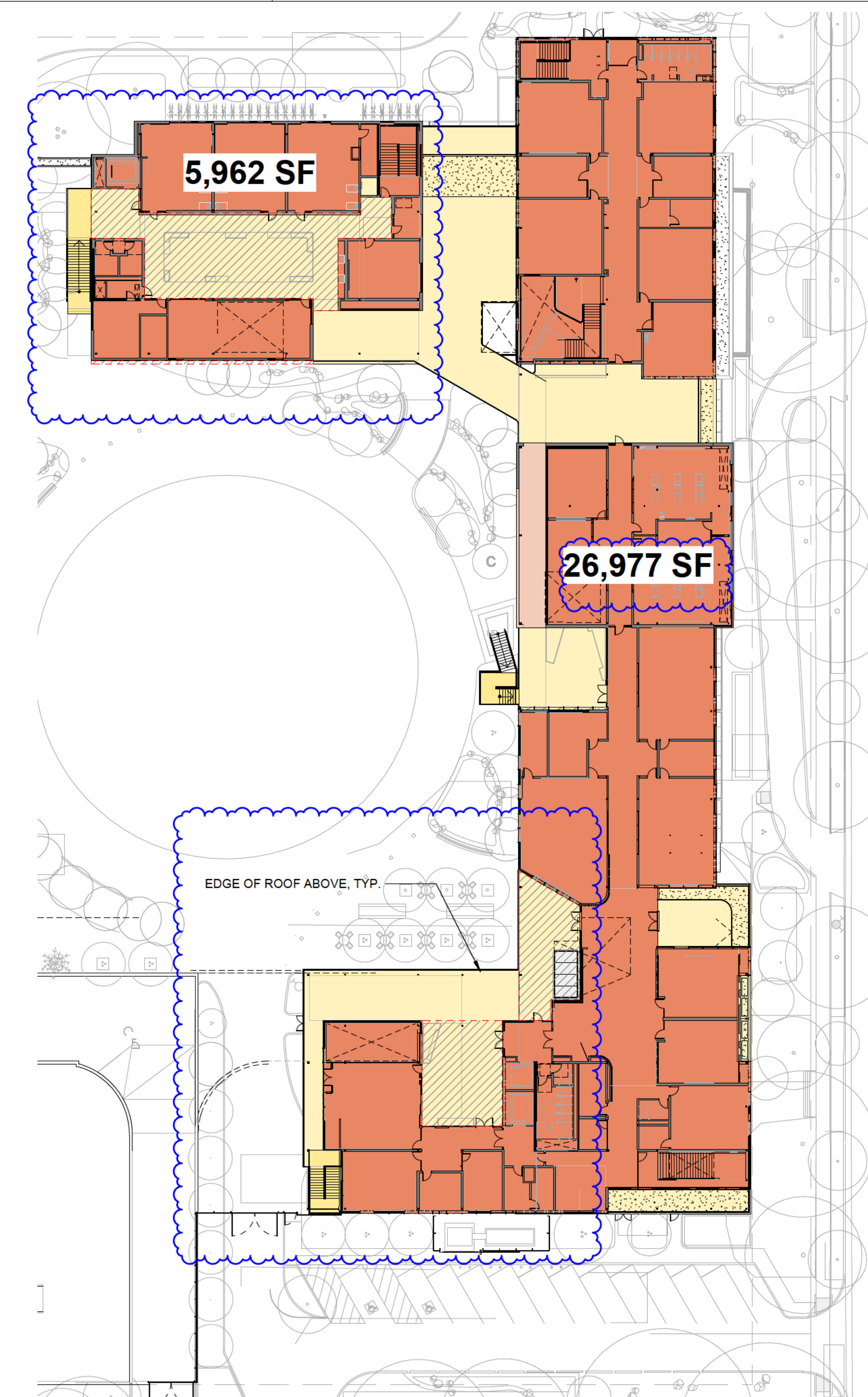
ABOVE GRADE CAMPUS FLOOR AREAS

SHEET NO.:

G.005



2 FLOOR PLAN - L1
1/32" = 1'-0"



1 FLOOR PLAN - LEVEL 2
1/32" = 1'-0"

NEW PROPOSED AREA:

| | 10.22.20 SUBMISSION | 5.17.21 SUBMISSION |
|--------------------------|---------------------|--------------------|
| LEVEL 1 | 44,028 SF | 43,851 SF |
| LEVEL 2 | | |
| LIBRARY / ARTS BUILDING: | 8,437 SF | 5,962 SF |
| MAIN ACADEMIC BUILDING: | 29,477 SF | 27,607 SF |
| TOTAL | 37,914 SF | 33,569 SF |
| GRAND TOTAL | 81,942 SF | 77,420 SF |

EXISTING AREAS ABOVE GRADE TO REMAIN:

| | |
|---------------|------------------|
| ADMIN/CHAPEL: | 17,781 SF |
| FITNESS: | 13,944 SF |
| TOTAL | 31,725 SF |

LEGEND - GFA

- ENCLOSED FLOOR AREA INCLUDED IN GFA
- EXTERIOR DECK & PORCHE AREA INCLUDED IN GFA (L1, L2)
- EXTERIOR STAIRS, NOT INCLUDED IN GFA
- EXTERIOR DECKS/PORCHES, NOT INCLUDED IN GFA
- LOWER LEVEL AREA, NOT INCLUDED IN GFA
- LIGHTWELLS & SUNKEN GARDEN NOT INCLUDED IN GFA

REDUCED FOOTPRINT, NOT INCLUDED IN GFA
SEE G.006 FOR ROOF TRELLIS DIAGRAM

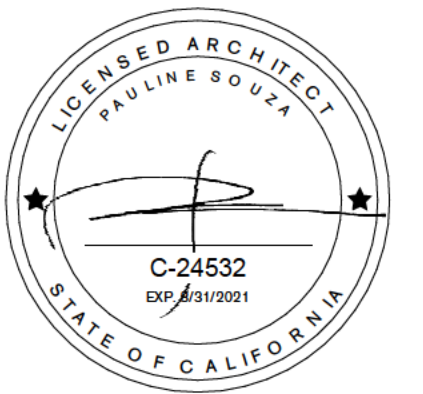
TOTAL AREAS:

| | 10.22.20 SUBMISSION | 5.17.21 SUBMISSION | TOTAL GFA DELTA |
|---------------------------------|---------------------|--------------------|-----------------|
| NEW PROPOSED ABOVE GRADE: | 81,942 SF | 77,420 SF | |
| EXISTING TO REMAIN ABOVE GRADE: | 31,725 SF | 31,725 SF | |
| TOTAL ABOVE GRADE: | 113,667 SF | 109,145 SF | 4,522 SF |

- NOTES:
- PER 2/27/2018 CUP SUBMITTAL, 84,572 SF ALLOWABLE AS REPLACEMENT AREA FOR BUILDINGS TO BE DEMOLISHED
 - LOWER LEVEL AREA HAS BEEN EXCLUDED FROM AREA CALCULATION, PER PAMC 18.12.090 (b)
 - PORCHES ON GROUND FLOOR THAT ARE LESS THAN 10'-0" IN DEPTH EXCLUDED FROM AREA CALCULATION, PER PAMC 18.04.030-65 (D)(v)
 - DECKS ON SECOND FLOOR THAT ARE LESS THAN 50% COVERED ARE EXCLUDED FROM AREA CALCULATION, PER PAMC 18.04.030-65 (C)(vi)
 - LIGHTWELLS THAT ARE LESS THAN 3'-0" DEPTH EXCLUDED FROM AREA CALCULATION PER PAMC 18.12.090 (c)
 - SUNKEN GARDEN THAT ARE LESS THAN 200 SF EXCLUDED FROM AREA CALCULATION PER PAMC 18.12.090 (c)
 - UPPER DECKS THAT ARE MORE THAN 50% OPEN EXCLUDED FROM AREA CALC PER PAMC 18.04.030.65.C.vi

5/19/2021 11:27:49 AM

| ISSUES | DATE |
|--|------------|
| PLANNING SUBMISSION | 04/04/2019 |
| PLANNING RESUBMISSION #1 | 07/01/2019 |
| PLANNING RESUBMISSION #2 | 08/22/2019 |
| PLANNING RESUBMISSION #3 | 02/10/2020 |
| PLANNING RESUBMISSION #4 | 10/22/2020 |
| SUPPLEMENTAL INFO #2 TO PLANNING SUBMISSION #4 | 05/17/2021 |
| REVISION LIST | DATE |
| 1 REVISION 1 | MM/DD/YYYY |



CASTILLEJA SCHOOL
1310 Bryant St, Palo Alto, CA 94301

KEYPLAN

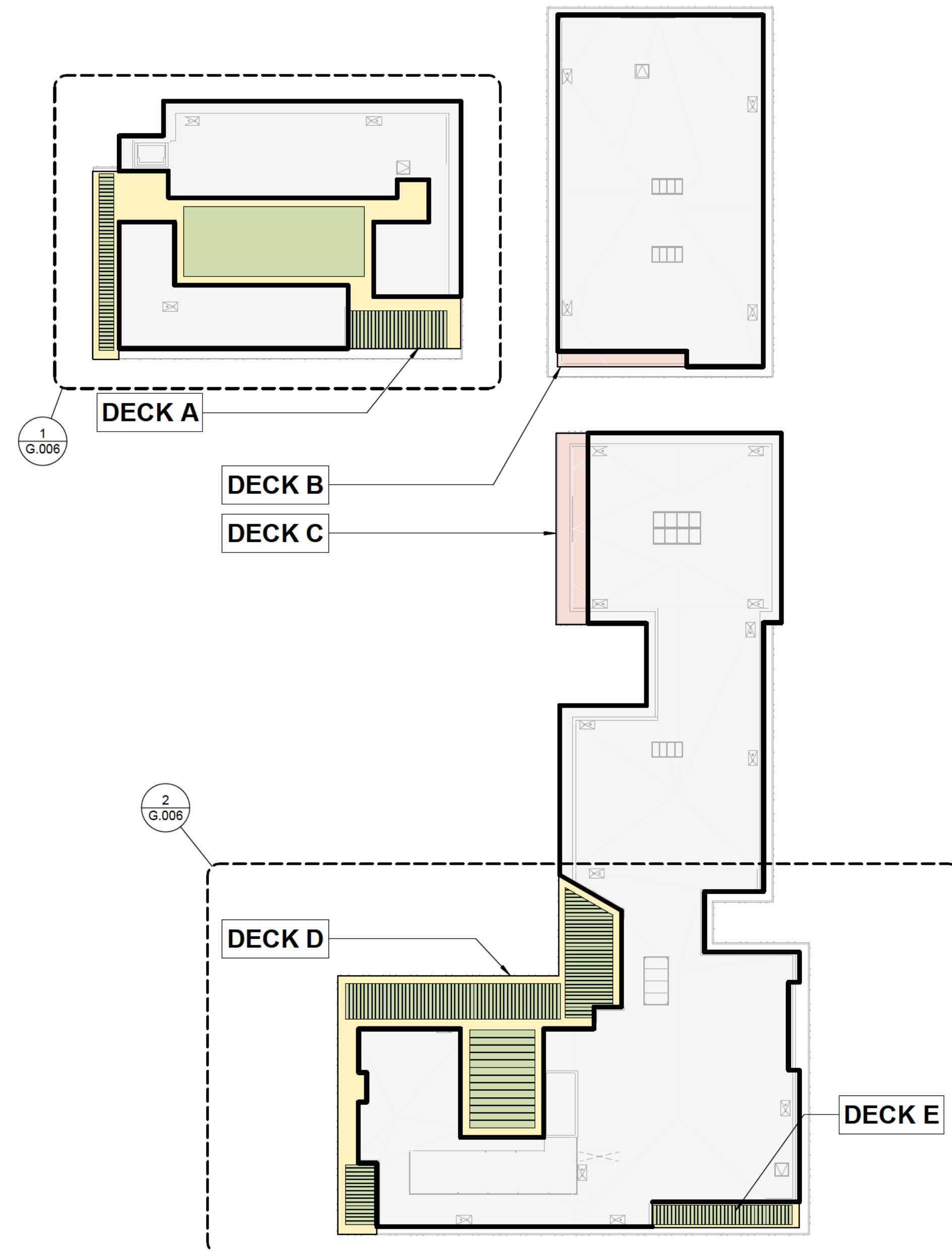
PROJECT NO.: 18043.00
DATE: 10/22/2020
SCALE: As indicated

SHEET TITLE:

ROOF OPEN AREA
DIAGRAM

SHEET NO:

G.006



- EXTERIOR DECKS LESS THAN 50% COVERED NOT INCLUDED IN GFA
- EXTERIOR DECKS GREATER THAN 50% COVERED INCLUDED IN GFA
- OPEN AREA ABOVE (CONTRIBUTES TO % OPEN, SEE BELOW)
- TRELLISED AREA ABOVE (CONTRIBUTES TO % OPEN, SEE BELOW)

NOTE: PER PAMC R-1 TECHNICAL REPORT, EAVES AND OVERHANGS THAT ARE A CONSISTENT DEPTH AROUND THE PERIMETER OF THE BUILDING DO NOT COUNT TOWARDS THE GFA. UPPER DECKS THAT ARE MORE THAN 50% OPEN EXCLUDED FROM AREA CALC PER PAMC 18.04.030.65.C.vi.

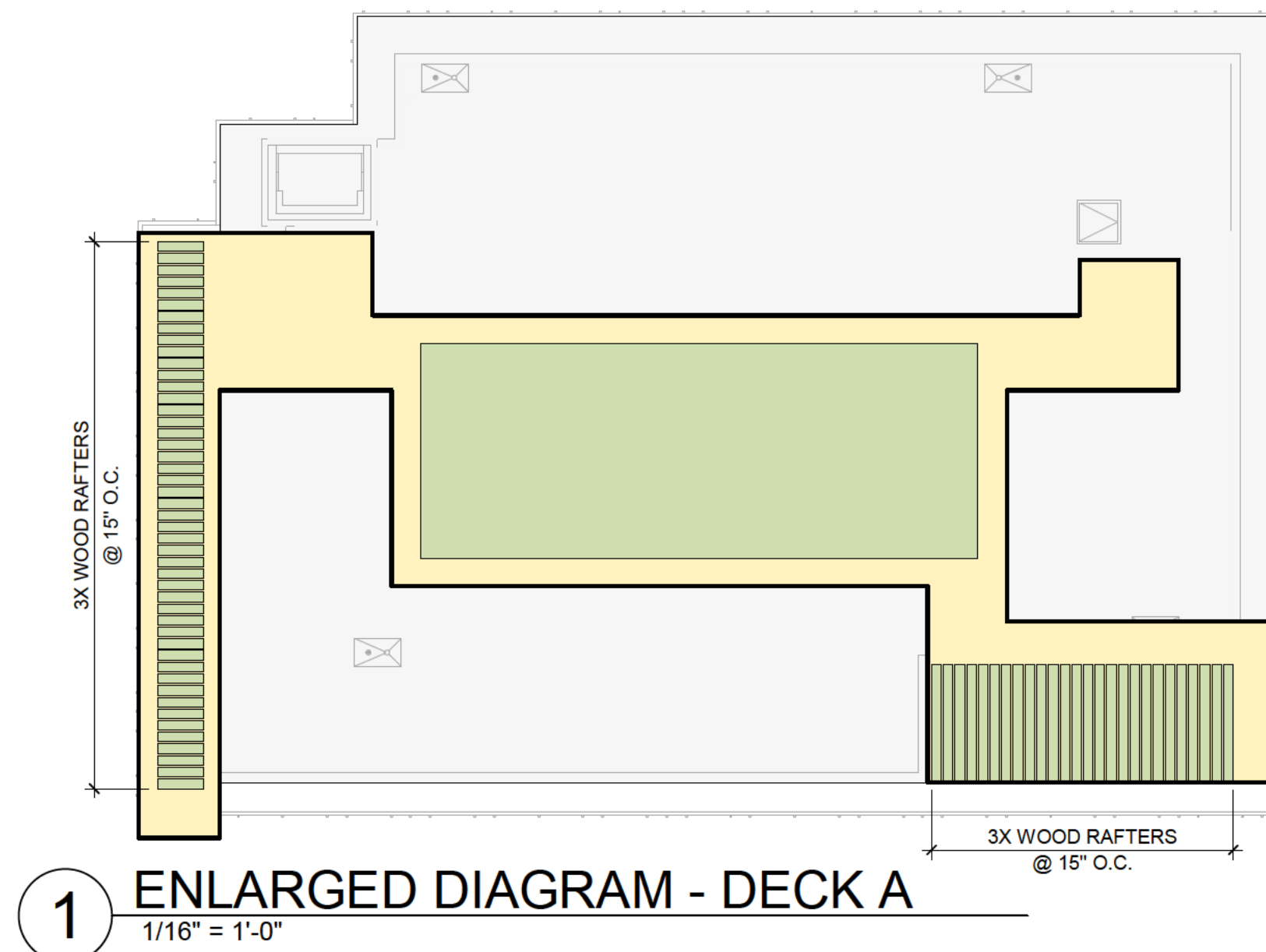
DECK A: NOT INCLUDED IN GFA
TOTAL TRELLISED AREA: 3,654 SF
OPEN AREA: 1,948 SF
PERCENTAGE OPEN: 53%

DECK B:
TOTAL COVERED AREA: 219 SF

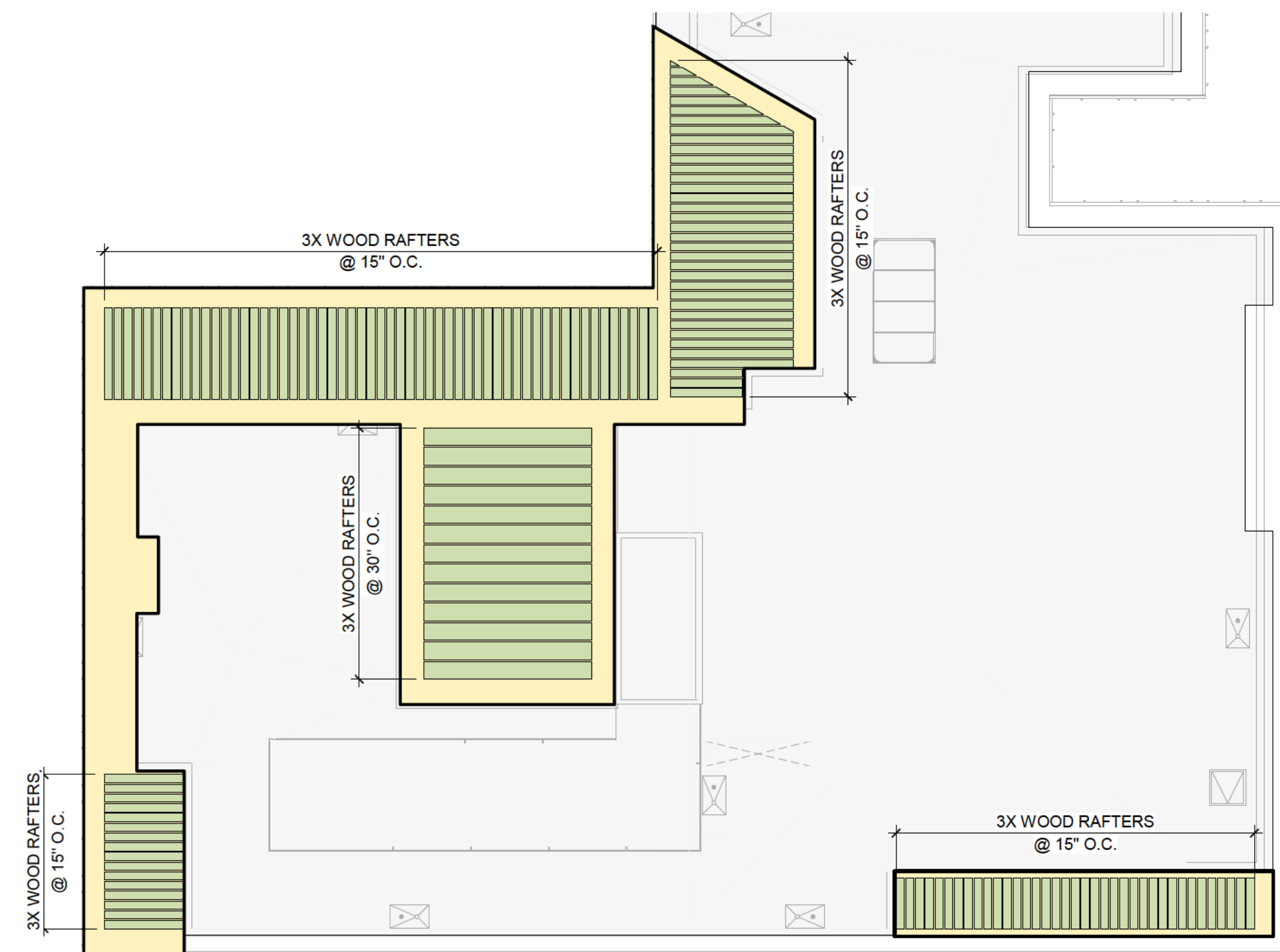
DECK C:
TOTAL COVERED AREA: 661 SF

DECK D: NOT INCLUDED IN GFA
TOTAL TRELLISED AREA: 3,812 SF
OPEN AREA: 2,004 SF
PERCENTAGE OPEN: 53%

DECK E: UNOCC. AREA, NOT INCLUDED IN GFA
TOTAL TRELLISED AREA: 407 SF
OPEN AREA: 250 SF
PERCENTAGE OPEN: 61%



1 ENLARGED DIAGRAM - DECK A
1/16" = 1'-0"



2 ENLARGED DIAGRAM - DECK D
1/16" = 1'-0"



DECK D

From: [Stewart Raphael](#)
To: [Council, City](#); [Architectural Review Board](#); [Planning Commission](#)
Subject: ARB Palo Alto - URGENT
Date: Tuesday, March 8, 2022 5:34:09 PM

You don't often get email from stewraph@aol.com. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Members of the ARB,

I am writing to you in support of the Castilleja School project. Over the course of the three hearings this past year, you have supported Castilleja's proposal and provided the school with productive recommendations for further improvement. The school listened and integrated your recommendations, making changes to the facade of Kellogg so that it blends in even better with the neighborhood. Now, the project once again is before you, and I urge you to support Castilleja's updates so that their dated buildings can at long last be updated and surface parking can be reduced. It is at long last that this project moves forward!

The City Council has asked you to once again review the massing of the proposed buildings. Following your recommendations in 2020, the school reduced the massing not just once, but twice. Following your recommendations in 2021, the school again revised the building, bringing the rooflines even lower than before and increasing its setback from the street. Your commission did an excellent job hearing neighbor feedback, studying the surrounding neighborhood, and ultimately voting to support the design, revised per your guidance. Now, I ask you to once again support the project with all these revisions that make the buildings fit in even better within our neighborhood. It is a beautiful building for our neighborhood that has been broken up such that it does not appear too linear or massive. Further, it's designed to protect the surrounding neighborhood from sound internal to the school. This latest design is ready for approval.

Thank you for your service to our community. Please do not allow further delays to this project, which is good for our city, children, and neighborhood.

Thank you,
Stewart Raphael, Military Way, Palo Alto

From: [Roy Maydan](#)
To: [Architectural Review Board](#)
Cc: [Council, City; Planning Commission](#)
Subject: Castilleja Project
Date: Tuesday, March 8, 2022 6:14:04 PM

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Dear Members of the ARB,

Once again, the Castilleja project is before you, and I hope you will once again vote to support their plans. Their latest submission looks like it gives you several options to consider, in particular for the underground parking garage and the pool. I know that your responsibility is to approve aesthetically pleasing design, and the school has made revision after revision in response to valuable feedback, ultimately landing on a master plan that is aesthetically pleasing and sustainable. In reviewing the options before you, I hope you will support the following:

Garage: I strongly support the garage with the capacity of 69 cars (vs. 52 cars). The 52 car limit seemed to be randomly suggested at a Council meeting, but 69 cars can be parked with no additional impact, AND it will allow the school to meet their required number of spaces without having to remove green space to do so. It would make no sense at all to require surface parking when the additional 17 cars can be parked below grade.

Pool: Two options are before you, one that moves the pool to better protect tree 89 (but will require deliveries to be above ground). A second option moves a pool stairwell and transformer, still protects tree 89, and allows for below ground deliveries. I would think the second option is preferable. Bringing deliveries below grade reduces noise in the neighborhood, and that option still better protects tree 89 compared to the previous plan.

What's most obvious to me are the lengths the school has gone to respond to feedback, protect trees, and still meet the objectives of their project. This has been an interminable approval process, and I certainly hope this will be their final round of revisions.

Thank you for considering my input, and thank you for your service to our community.

Sincerely,
Roy Maydan



From: [Kocher, Bob](#)
To: [Planning Commission](#)
Subject: Support for Castilleja
Date: Tuesday, March 8, 2022 6:28:34 PM

You don't often get email from bkocher@venrock.com. [Learn why this is important](#)

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Dear Commissioners,

I write to you in support of Castilleja's project. I am pleased that the discussion about Castilleja's permitted above ground square footage can now be put to rest. The school must cut 1,830 square feet from their plans, rather than the 4,370 square feet previously assumed. The square footage error was an important finding last spring, but fortunately we now have the correct information in hand to move forward.

So, before you, you have the school's latest plans which bring the square footage below current levels. With the massing reduced, square footage reduced, permitting requirements met, and other feedback incorporated, the school is now presenting architectural designs that are beautiful, sustainable, and appropriate for its residential neighborhood. I know you recommended approval last year, and now again, I hope you will approve the updated, elegant, and compliant plans.

Respectfully,
Bob Kocher - Neighbor, Emerson Street

Bob Kocher MD

Venrock

[@bobkocher](#) | [Insights](#)

From: [priya.chandrasekar](#)
To: [Planning Commission](#)
Subject: Please vote for Castilleja school to move forward with the plan
Date: Tuesday, March 8, 2022 7:21:39 PM

You don't often get email from priya_chandrasekar@yahoo.com. [Learn why this is important](#)

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Dear Commissioners,

Thank you very much for your dedicated public service to the City of Palo Alto. You have done a great job overseeing the harmonious development of our City, and I am grateful.

I am writing in support of Castilleja School. Nearly a year ago, City Council asked Castilleja to return to the ARB to revisit the square footage of the building. During the December 2021 hearing, you reviewed the school's improvements:

- The proposed square footage has been reduced by 1,830 sq. feet, which is the correct amount to make sure that it does not exceed current above ground square footage
- The underground garage's size is being reduced to preserve trees
- The pool stairway is adjusted (and in one option the pool is shifted) so that more trees can be better protected and preserved

To me, all of these changes further demonstrate the school's commitment to comply with city code, to respond to feedback, and to improve daily life and aesthetics in the neighborhood.

In fact, in response to your comments from December, the school has now changed the facade of Kellogg; the design blends in so nicely with the neighborhood. One section even looks like it could be the facade of a home with its lowered and sloped rooflines and revised windows.

We are long overdue for this project to be voted on and approved. The school has spent years adjusting their plans according to feedback, and that must be recognized - and it's time for our city and the school to move on. Please vote to approve their plans.

Thank you again,
Priya Chandrasekar



From: [Lian Bi](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Castilleja School Project
Date: Tuesday, March 8, 2022 9:09:42 PM

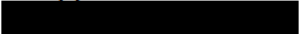
CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear ARB,

I am writing in support of Castilleja School's project. I live close to the school and am anxious for the modernization to begin, so thank you for your renewed attention to the project.

In particular, I appreciate that the school is putting forth several parking options for you to consider, so that an optimal solution can be recommended that best preserves trees, removes cars from our neighborhood streets, minimizes noise, and modernizes the very dated campus while offering an excellent all-girls education to more students. Specifically, I understand that the school is presenting an option for the pool that can better protect one of the trees, as well as different options for the below grade parking structure. Over the past several years, the school has made countless modifications to their plans in response to neighbor feedback as well as feedback from Council, the ARB, and PTC. I greatly appreciate their investment and effort in designing a campus that best meets our community's needs. For the sake of our city and our children, I hope this latest round of revisions can be the last. The goalposts for this project can not keep moving; please recognize the work that the school has done, including the latest options for your review. I hope that you will once again recommend approval of this project so that the divisive signs can come down, neighbors can again be friends, and construction can begin.

With great appreciation,

Lian Bi, 

From: [Trisha Suvari](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Castilleja Project
Date: Wednesday, March 9, 2022 9:10:58 AM


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Dear Architectural Review Board,

I am writing in support of Castilleja. I don't expect you to remember, but I made comments at the ARB hearing in 2020 regarding the Castilleja project. Now that the project is before your commission again, I once again would like to thank you for your guidance and urge your support for their latest design. The school is in desperate need of modernization, and I think they've done an excellent job revising, and revising again, to incorporate the constructive feedback they've received.

I recall that the massing of the building along Kellogg was of concern to a couple of you in particular, and I hope that you see that the latest design offers even more improvements. The current design is broken up so that it does not look massive at all. And, the massing in the proposed redesign is actually less than the building's existing massing. The new building will have a smaller footprint than what you see walking along Kellogg today. The materials and facade work well with the historic buildings that will remain standing, and while the design is modern, I think it blends beautifully into the mix of homes on Bryant, Kellogg, and Emerson. And, importantly, it provides the space to educate more young women so that those families seeking all-girls education can attain it for their daughters.

Thank you for your public service.

Best,
Trisha Suvari, 

From: [John Giannandrea](#)
To: [Planning Commission](#)
Subject: Castilleja planning project
Date: Wednesday, March 9, 2022 1:30:35 PM

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Dear Planning Commission members,

I am a resident of the city of Palo Alto and I am writing in support of the Castilleja application for a revised Conditional Use Permit and in support of their Master Plan to upgrade the school classroom buildings.

This project has received a level of due diligence and community feedback that might be unprecedented for the City. The final result is a proposal which has been highly responsive to community and staff input over a period of five years.

This project is extremely important to Palo Alto because it continues to provide the community with a world class school which is at the forefront of women's education. The plan if approved increases access to a highly sought after education with private investment in modern and green buildings on an existing school site. I urge you to approve the project for the betterment of Palo Alto.

Thank-you.

John Giannandrea

[REDACTED]

Palo Alto, CA

From: [Barbara Gross](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Castilleja Modernization Project
Date: Thursday, March 10, 2022 1:54:18 PM

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Do Not Scroll Ahead Without Reading

Dear Commissioners,

I am sending you a brief note thanking you for the work you have already done to advance the Castilleja School Modernization Project. The dated, academic buildings that have been in the neighborhood since the 1960s are long overdue for updating with sustainable new plans. You gave good feedback to the school last year, and I want to thank the school for the beautiful design they've put forward in accordance with your direction, City Council guidance, and feedback from neighbors.

While it's been an excessively long process, it's been productive, and all of us can benefit from a school that blends nicely into the neighborhood using sustainable building materials and drought resistant landscaping. The school has done an excellent job providing you with design options that will preserve more trees in keeping with the beauty in the neighborhood. Now, I trust you to make recommendations that will allow this project to move ahead.

Bravo to the ARB and the school, and I surely hope that your March 17 meeting will close with a recommendation for City Council to approve the latest design.

Thank you very much,
Barbara Gross



From: [Heidi Hopper](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Castilleja Modernization Project
Date: Friday, March 11, 2022 1:02:01 PM

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Dear ARB,

I am writing to express my fervent support for Castilleja's modernization project. It's been years of collaboration. Years of revision. Years of debate. Years of time. Years of denying more girls the opportunity to attend the school of their dreams. I sincerely hope you concur that it is time to give Castilleja's project final approval. Let's allow the school and Palo Alto to move forward.

My understanding is that you have already approved this project. What you have before you is a version of the plan that is in direct response to several sets of requests from other City bodies that reflect an even better version of the prior plan. Please guide the school on which of the following options is best for them *and* for the neighborhood. If I may suggest:

Underground parking garage: 69 or 52? City code allows for 69 parking spaces. Each one of those cars is one more car that is not visible on the street, thereby increasing the amount of green space. Why park 52 underground when they could park 69? Fewer cars on the street is more aesthetically pleasing, is quieter, and safer for our bicyclist and pedestrian community. Comprise. Everyone benefits.

The facade on Kellogg now better reflects the neighborhood aesthetic. Sloped and lowered rooflines resemble homes in the neighborhood. The setback is even greater. Windows have been modified to again resemble the surrounding houses. The architectural design suits the school's needs and is beautiful for neighbors to enjoy on their walks around the school. Everyone benefits.

I support the school's carefully thought-out plans and appreciate the amount of compromises they've made over the last several years. Please play a part in approving this plan for the last time. It's time to support more girls who wish to receive an all-girls education with the opportunity to do so. This isn't about expanding a footprint, and may I interject that this is a non-profit institution, not a company that is seeking profit. It's an educational institution whose goal is to educate girls to become compassionate and confident leaders. Let's do our part as compassionate community members so that in the end, we all benefit from greater educational opportunities for all.

Thank you for your time and attention.

Sincerely,
Heidi Hopper
Matadero Ave., Palo Alto

From: [Kyu Lee](#)
To: [Architectural Review Board](#); [Planning Commission](#)
Subject: concerns on Castilleja Expansion as a Kellogg resident
Date: Monday, March 14, 2022 6:28:19 PM

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Hello,

I would like to say thank you for your hard work and effort to make Palo Alto a better place to live. As a resident of 100 blocks of Kellogg avenue, I would like to raise some concerns related to Castilleja Expansion.

The first and most important point of Castilleja expansion is that there is **no good to neighbors and Palo Alto residents**. Over 2/3 of students are from outside of Palo Alto. Palo Alto already has very good public education system. The expansion is only beneficial for the school (making more profit) and wealthy family living in highly expensive but no good public school areas (e.g., Atherton, Woodside). We are suffering from high traffics every morning and afternoon, and it will get worse with expansion. School started school bus system to mitigate the traffic, and I counted how many students are using the bus. It was **less than ten**. School parks two big school buses on already busy Kellogg avenue every morning and afternoon, and it makes even harder to drive on my neighborhood. Since school buses block the view at the corner, they even hired people to look around the corner to have cars drive safely. Ironically, it shows how dangerous it is to drive the Kellogg avenue.

It has been over 5 years this project has spent going through the system, and through all those processes, **Castilleja has not reduced its proposed footprint by one inch, nor have they reduced their enrollment increase demand by one student.**

Please consider Palo Alto residents and their quality of life on the first of your decision making.

Best regards,
Kyu

From: [Edward Lauing](#)
To: [Klicheva, Madina](#)
Cc: [Summa, Doria](#); [Lait, Jonathan](#)
Subject: Fw: PTC dates for Castilleja review should include all members
Date: Tuesday, March 15, 2022 4:57:35 PM

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Madina,

Incoming mail like this needs to go to the entire commission mailbox. Please forward in the next batch to the full commission.

Thank you.

Ed Lauing

----- Forwarded Message -----

From: JIM POPPY <jcpoppy55@comcast.net>
To: evlauing@yahoo.com <evlauing@yahoo.com>; doriasumma@gmail.com <doriasumma@gmail.com>
Cc: [Lait, Jonathan](mailto:jonathan.lait@cityofpaloalto.org) <jonathan.lait@cityofpaloalto.org>; [Tanner, Rachael](mailto:tanner.rachael@cityofpaloalto.org) <rachael.tanner@cityofpaloalto.org>; amy.french@cityofpaloalto.org <amy.french@cityofpaloalto.org>
Sent: Tuesday, March 15, 2022, 05:44:00 AM PDT
Subject: PTC dates for Castilleja review should include all members

PTC Chair Lauing and Vice-Chair Summa,

I follow PTC meetings and am aware that early this year planning staff asked commissioners to identify dates when they would be absent in 2022.

I noticed on page 7 of the March 9 PTC "Retreat Agenda" that the PTC is tentatively set to hear the Castilleja project on March 30 and April 13.

<https://www.cityofpaloalto.org/files/assets/public/agendas-minutes-reports/agendas-minutes/planning-and-transportation-commission/2022/ptc-03.09.2022-agenda-packet.pdf>

Staff was fully aware that March 30 and April 13 were two dates when commissioners would be absent. Scheduling such a controversial project during these two dates is very problematic.

Please instruct staff to change these dates to allow for full participation by the Commission. After 6 years, now is not the time to cut corners or to subvert the public process.

Thank you,
Jim Poppy
Melville Avenue

From: [Teresa Zepeda Kelleher](#)
To: [Planning Commission](#)
Subject: Castilleja Project
Date: Tuesday, March 22, 2022 4:24:06 PM

You don't often get email from tnzepeda@hotmail.com. [Learn why this is important](#)

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Dear PTC Members,


I fervently support Castilleja's project to revitalize its campus, and I find it hard to believe that we are still debating their project. I appreciate the ARB's work, your support for the project last year, and your continued attention to the school's proposal.

In keeping with our city's namesake, we are a city that rightfully cares deeply about trees. We take great pride in our city's beautiful trees and appropriately protect them. Throughout Castilleja's many project revisions, I particularly appreciate the efforts they've made to protect their campus' trees and add abundantly to our canopy. **The new Master Plan adds over 100 new trees to the campus.**

Now, you have their revised proposal in front of you which *further* protects trees. First, they have recommended an underground parking garage which serves the important purpose of removing cars from the neighborhood streets while NOT harming trees. Second, they have a couple of proposals related to the pool design (i.e. a relocated staircase and a shift of pool location) that will further protect tree 89. I appreciate this latest round of revisions and certainly hope it's their last.

By recommending approval of their project, you can help the school educate more students, while at the same time adding no additional traffic, improving the neighborhood aesthetic with a modernized campus and underground garage, and protecting trees and adding to our canopy.

Sincerely,
Teresa Kelleher



From: [Ashmeet Sidana](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Cc: [Yuko Watanabe \(yknabe@hotmail.com\)](mailto:yknabe@hotmail.com)
Subject: Letter to PTC in Support of Castilleja
Date: Tuesday, March 22, 2022 6:02:11 PM

Some people who received this message don't often get email from sidana@engineeringcapital.com. [Learn why this is important](#)

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Dear PTC,

I am writing to support Castilleja's project and request you to approve it expeditiously.

It is my understanding that in 2020 there was good discussion about the EIR and Conditions of Approval including:

- The final EIR confirmed Castilleja project had no negative impacts which could not be mitigated.
- The school can have no new car trips; if they do, they will not be allowed to increase enrollment.
- The garage will bring no new car trips; it simply makes the neighborhood more beautiful by moving cars below ground and preserving greenspace.
- The garage will improve traffic patterns in the neighborhood. Drop off and pick up will be distributed around campus, and the garage will create a distribution such that traffic will improve for everyone.

This project was approved before, and it should be approved again. The ARB has already approved it twice, clearly for good reason. Will you please follow in their footsteps and see the project's many merits? Let's keep Palo Alto on the cutting edge of education!

Sincerely,
Yuko Watanabe and Ashmeet Sidana



From: [Joel Brown](#)
To: [Council, City](#); [Architectural Review Board](#); [Planning Commission](#)
Subject: Please support Castilleja project
Date: Tuesday, March 22, 2022 6:18:54 PM

Some people who received this message don't often get email from joelbrown@gmail.com. [Learn why this is important](#)

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Dear PTC -

I am writing to express my overwhelming support of Castilleja School. It's been more than a year since you last reviewed the Castilleja project, and now that it's before you again, I strongly urge you to endorse City Council's approval of the smaller, 69 car garage that they've recommended. In fact, just last week, the ARB approved a parking structure that maximizes the number of cars underground.

I understand that traffic is a concern for Palo Alto residents in general, and it can't be emphasized enough that Castilleja's enrollment increase will bring no new cars to the neighborhood. The school has set an example of excellent TDM for all businesses in the area. By requiring employees to rideshare, park offsite, take public transportation, AND by adding new bus routes for students during the pandemic, Castilleja has continued to reduce traffic to campus. They have shown both the commitment and flexibility needed to keep car counts low, and their plan makes clear that their TDM measures will broaden once enrollment increases. These measures are not just for show -- the school is teaching their students and employees the sustainable measures necessary to make life better in our shared community. It's an imperative, not a choice.

Please vote to recommend approval of the garage. It will not bring new cars to the neighborhood, and it undoubtedly improves the aesthetics of that neighborhood.

Thank you,
Joel Brown - Walter Hays Drive

From: [Richard Mamelok](#)
To: [Planning Commission](#)
Subject: Castilleja expansion
Date: Wednesday, March 16, 2022 9:47:18 AM

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Dear Planning Commission,

Castilleja is a wonderful school that seems to have outgrown its present site. The expansion that is planned runs counter to what should occur in an R1 neighborhood. In addition the school the large majority of matriculating students do not come from Palo Alto; nor do are its programs of speakers open to the community. It is not a major community benefit or resource. It pays no taxes. Their plan to expand should be denied.

Richard Mamelok and Midori Aogaichi


Palo Alto, CA

From: [Jo Ann Mandinach](#)
To: [Architectural Review Board](#); [Planning Commission](#); [City Mgr](#)
Subject: Casti Process & Nonsense
Date: Wednesday, March 16, 2022 1:49:37 PM

You don't often get email from joann@needtoknow.com. [Learn why this is important](#)

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Hello.

In all the years the "hearings" have been going on, Casti hasn't reduced its footprint or its proposed enrollment at ALL. This should have stopped as soon as they were found to be in violation of their enrollment cap. How long did it take the city to fine them for these violations? How much time and money has the city wasted when it should have said no immediately.

When we weren't totally outraged, we laughed at their nonsense about when a basement is not a garage, when a protected tree isn't protected unless we say so -- and all their other transparent absurd lies like only Cast can end sexism, pay inequity and foster pay equality!

If they really cared about equity for women, they should have instructed their parents to support equity in THEIR workplaces. Instead, they insult our intelligence claiming that only Casti can end discrimination. Where are their ads calling for pay equity? Has a single parent denounced his/her workplace continuing to pay women less?

Of course not. Instead Casti grads and/or Casti parents are denouncing Casti for violating the values they claim to espouse. They're furious at the hypocrisy which is why they oppose this illegal expansion and costly process.

The deception is unbelievable and insulting You all should be well aware that Embarcadero is one of the 3 PA access roads to 101. Anyone with a clue knows how backed up it is for much of the day yet you believe Casti's "promises" that there will be no traffic impact WHILE using outdated traffic numbers. GET REAL.

Why should PA taxpayers and residents have to pay out of their/our own pocket to hire consulting arborists, engineers, lawyers and other specialists to refute Casti's lies when you and the City Planning Board should have just said NO years ago?? We/they can't afford to hire big expensive PR firms but we do pay attention and we did put up lawn signs which Casti found so expensive.

How much has this prolonged nonsense cost Palo Alto taxpayers most of whom

get NOTHING from Casti -- no special events, no visiting privileges?

They refuse to consider having their students take a shuttle bus from off-site parking WHILE the city spends a fortune to tell US -- residents and taxpayers -- to get out of OUR cars while the city promotes its "vision" of a 15-minute city where WE can't go anywhere it would take US more than 15 minutes to walk, bike or take public transit!

Why are the 75%+ of NON-resident, non-taxpaying students exempt from making the sacrifices you expect US to make??

How much time and money has the city spent on this FARCE?? Each time Casti's caught in lies by the residents and their consultants, nothing changes.

Please get real. We're watching. Any of you supporting Casti's expansion should think twice about running for higher office should forget it.

Please do the right thing and stop this process. Deny Casti's proposal and force them to return to their legal entrolcap. AND better yet, charge them what it's cost Palo Alto at a time when the city still hasn't restored full library hours while the city pleads poverty.

Most sincerely,
Jo Ann Mandinach
Palo Alto, CA 94301

From: [Andie Reed](#)
To: [Lait, Jonathan](#)
Cc: [Architectural Review Board](#); [Planning Commission](#); [Shikada, Ed](#); [City Mgr](#); [French, Amy](#)
Subject: Re: Castilleja - Unanswered Issues re GFA
Date: Wednesday, March 16, 2022 6:05:44 PM
Attachments: [image003.png](#)
[image011.png](#)
[image012.png](#)
[image013.png](#)
[image015.png](#)

Thanks, Jonathan.

I appreciate that you provided these numbers in this email per my request. Can you please ensure that current existing GFA and FAR, proposed GFA and FAR, and allowable GFA and FAR are stated in the staff reports for the PTC, on the same page, so a comparison can be made by the reader? Thanks for confirming the additional underground square footage that is proposed, which increases classroom square footage by 38,000SF over current underground SF. Please get this important point in the staff report as well.

There's a reason new developments are required to comply with current code; it's an opportunity for old, overbuilt projects to get compliant. A variance is granted to allow a project to overcome special constraints that would keep them from using their site in ways similar to other sites, or otherwise subject them to substantial hardships if they followed current code, which is not the case here. If the "finding" isn't clear, decision-makers might think a variance is requested and granted when a developer simply wants to have more square footage than allowable.

Per my follow-up email of Mar 14, which I CC'd you on, I noted the "findings for the variance" from the Nov 4, 2021 PTC staff report compares current GFA with proposed GFA in the discussion about not being compliant with FAR standards. That is not helpful data for this purpose. Can you ensure that all three sets of numbers appear in the "findings" when it comes back for consideration in a couple of weeks? Decision-makers need to be able to "find" that the proposed GFA is requesting 47,300SF in excess of code.

It is important that boards and commissions are aware that the allowable GFA is not "what's there now", as they have been told is the case.

Regarding your last two paragraphs, please provide further clarification. 18.04.030(65)(C) refers to balconies and porches with partial coverage. Would the underground pool equipment area be open at the top? Please explain.

Regarding the differences between the basement and the first floor square footages, do you mean that people can build basements under their decks? I think the basement rules require being a part of a building, under the footprint, not an envelope. Please clarify.

Thanks again for getting back to me. I look forward to getting these follow-up answers.

Andie

On Wed, Mar 16, 2022 at 3:06 PM Lait, Jonathan <Jonathan.Lait@cityofpaloalto.org> wrote:

Hi Andie,

Thanks for your email and I apologize for the confusion surrounding this topic.

The Castilleja campus is currently, legally non-conforming for floor area. This means the school has obtained the necessary approvals for the existing campus buildings but by today's zoning code, it exceeds the amount of gross floor permitted on the site. The campus today has 138,345 square feet of gross floor area based on the zoning code definition, including volumetric calculations, and as documented by a third party surveyor. This represents a floor area ratio (FAR) of .51:1.

If the site were vacant and proposed for non-residential redevelopment, the maximum gross floor area that would be permitted without a variance or other legislative or discretionary approval, would be 81,379 square feet of gross floor area. This allowance is determined using the formula in the zoning code that allows R1 zoned properties to count the first 5,000 square feet of lot area at a .45 FAR. The balance of the site (263,765 SF) is calculated at .30 FAR.

Castilleja seeks to remove a portion of its existing, previously permitted gross floor area and replace with a new building. The project being considered by the ARB, PTC and City Council has approximately 128,687 square feet of gross floor area resulting in a FAR factor of .48:1. This represents a reduction in overall gross floor area, but still exceeds the allowable gross floor area under today's code.

The City's zoning code provides that non-conforming floor area, once removed, cannot be replaced. Accordingly, the applicant is seeking a variance application, as permitted in the zoning code, to remove and replace existing non-conforming gross floor area. Our staff report to the PTC will be released next week and will include updated draft variance findings.

With regard to your other specific questions to Ed Shikada below, the pool equipment structure is 50% or more open to the air and therefore is not included in gross floor area. Municipal code section 18.04.065(C) defines gross floor area to mean total covered area and the City has applied a 50% threshold, consistent with other guidance in the municipal code for floor area inclusions and exclusions.

You also questioned the difference between the square footages shown on plans for the basement and the first floor of the academic building. This discrepancy exists because the square footage provided for the basement is the total square footage, while the square footage provided for the first floor is gross floor area, as defined in our code. The first floor

includes several spaces, like uncovered porches and decks, that are excluded from gross floor area, but are still part of the building envelope.

Lastly, you wanted to confirm the amount of floor area was being added to the basement level of the campus, understanding this does not count as gross floor area. The existing basement area is 41,406 square feet. The project proposes a finished basement floor area of 79,357 square feet. This represents an increase of 37,951 square feet to below grade floor area, exempt from the gross floor area calculation.

I hope the above address your questions regarding gross floor area. I appreciate your attention to each of the details as this is a complex project and we want to make sure we are getting this right for the decision-makers to take a final action on this project.

As you know the ARB will consider some design modifications tomorrow. The PTC will have a hearing on March 30th and will have the authority to adjust or modify wholly or in part any of the variance findings.

Thanks, Andie.



JONATHAN LAIT

Director

CITY OF
**PALO
ALTO**

Planning and Development Services

(650) 329-2679 | jonathan.lait@cityofpaloalto.org

www.cityofpaloalto.org



From: Andie Reed <andiezreed@gmail.com>

Sent: Friday, March 4, 2022 8:38 AM

To: Shikada, Ed <Ed.Shikada@CityofPaloAlto.org>; City Mgr <CityMgr@cityofpaloalto.org>; Architectural Review Board <arb@cityofpaloalto.org>; Planning Commission <Planning.Commission@cityofpaloalto.org>; Council, City <city.council@cityofpaloalto.org>

Subject: Castilleja - Unanswered Issues re GFA

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear City Manager Shikada,

CC: ARB, PTC, City Council

I represent neighbors who have very grave concerns that the boards, commissions and City Council are not being provided accurate, essential information to allow for an informed analysis regarding the Castilleja project. We appeal to you to rectify this.

The project states that the school proposes to retain or reduce current gross floor area, which requires a variance. Many buildings over the years have been added to the site without their floor areas being properly counted, and Castilleja's current Floor Area Ratio is significantly in excess of allowed FAR. Because of the many inconsistencies in the plans, we have requested clarification over the past 5 years about this issue from the planning department, and in 5 years, have never received a straightforward answer that would lead to our understanding of why this project is being advanced. In two years of PTC and city council meetings, questions regarding what GFA is being requested versus what is allowed on this site have been asked but not answered accurately if at all.

In March 2021 the city council requested, and the planning department solicited, an official third-party measurement of Castilleja's existing above-grade (GFA) and below-grade square footages. In Nov 2021, the planning department published the **Dudek GFA study**. The school is proposing to demolish 5 buildings and build one large building. Neighbors have noted for 5 years that the proposed large building is unusually massive for the site. This new study shows our instincts were correct.

Please answer the questions below. We respectfully request a response within the next week, as opposed to offering promises that this will be addressed at some future time that never comes.

Questions:

1. Analysis of the Dudek GFA study appears to show that the proposed square footage being requested by Castilleja has increased to a FAR of .479, since volumetrics would be included in any analysis of current GFA. Is that the case? It appears that the allowed FAR for the site is .303. Is that the case? Please translate that to how many square feet of gross floor area is being requested over that allowed by code.

2. In our review of the most recent plans from May 17, 2021, pages G.004 and G.005, it appears that **additional** Gross Floor Area totaling 7,100SF is being proposed but not counted towards GFA (see att'd GFA5-15-21plans).

a. The pool equipment building at 4,300SF is underground but not under a building nor a part of a building

b. The lower level main building (LL1) is 2,800SF larger than the first floor building (L1), therefore not fully under the building.

Would these two underground spaces be considered exempt from GFA? I discussed these pages of the plans with the planning director last summer and have brought it up by email and written and oral communications to the PTC, but have not received an explanation.

3. Although it doesn't add to GFA or FAR, it appears, by review of the plans, that the underground square footage, not including the garage, is proposed to increase from 41,000SF to 80,000SF. Please confirm that the school is proposing to increase its underground class space by 39,000SF.

We appreciate that you will ensure straightforward, direct and correct answers are provided, as our experience in this regard has been discouraging.

Thank you,

Andie Reed

PNQL

--

Andie Reed CPA
Palo Alto, CA 94301



--

Andie Reed CPA
Palo Alto, CA 94301



From: [neva yarkin](#)
To: [Planning Commission](#)
Subject: from neva yarkin
Date: Thursday, March 17, 2022 5:00:22 PM

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March 17, 2022

Dear PTC Commissioners:

This is my speech I gave this morning at the ARB meeting.
Neva Yarkin

ARB meeting, March 17, 2022

My name is Neva Yarkin and I live on Churchill Ave.
I live within 600 feet of Castilleja School. My family has owned this property since 1963 when Castilleja was a boarding school with very little traffic. My family has no affiliation with Castilleja except living around the corner from the school.

Adding another 125 students, for Castilleja expansion, will only lead to more traffic and congestion in the area because 75% of the students come from outside of Palo Alto.

Building a parking garage with **Entrance** --Embarcadero/Bryant and **Exit**-- Emerson/Embarcadero will only add to Palo Alto's traffic congestion. What parent, dropping off a daughter will want to be stuck in a parking garage while rushing off to work?

What about the **Bike Boulevard** on Bryant Street? If the underground garage happens off of **Embarcadero/Bryant** how will bikers traverse through Palo Alto?

What about other future projects, like train crossing, or increased enrollment at Paly, or Stanford? Will there be room for any other future expansions in this area of Palo Alto if Castilleja is **not limited** in their enrollment?

Stanford is buying properties up and down the Peninsula. Isn't it time for Castilleja to split their campus like Pinewood, Crystal Springs, Nueva, and Harker Schools if they want to expand further?

Thank you for your time.

Neva Yarkin

From: [Kathy Burch](#)
To: [Planning Commission](#)
Subject: Fwd: Castilleja School Project
Date: Tuesday, March 22, 2022 1:56:04 PM

You don't often get email from kburch777@gmail.com. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Planning and Transportation Commissioners,


I would like to express my enthusiastic support of Castilleja's desire to modernize and increase enrollment. I am grateful for the hard work you have already put into reviewing the Castilleja project. And, again, thank you for recommending it for approval last year. This year, you have minor improvements to review, and excellent options to choose from to reach a compromise. I am grateful that the ARB has already paved a path for compromise that I hope you will follow.

One element of recent news to add to the conversation is Castilleja's capacity to adapt its outstanding TDM program in response to the pandemic. Before the pandemic, many students who live north of campus rode the Caltrain to school and were met by Castilleja's electric shuttles to get to campus from the station. As school reopened when it became safe again, some students who had ridden the shuttles before chose not to do so at that time. Castilleja responded immediately, with two new bus routes picking students up near their homes, thus freeing them from the need to use smaller carpools or single-occupancy vehicles. Even as some students have become more comfortable riding the Caltrain again, Castilleja's bus routes are still running to make sure that daily trips remain low.

Please put these questions of increased car trips to rest. As Castilleja has promised, there will be a cap on the number of cars coming to campus. The school has an outstanding TDM program, and will immediately make any changes necessary to keep car trips below the cap. What other institution or organization in Palo Alto has achieved a reduction of its daily car trips by 25–31% percent?

This process has taken up your time, energy, and brain space for far too long now. Please make your decision so that all involved can move forward. I urge you to approve this project and highlight Castilleja for being a leader in reducing traffic in its neighborhood.

Thank you,
Kathy Burch


Palo Alto

From: [Megan Hutchin](#)
To: [Planning Commission](#)
Subject: Castilleja
Date: Tuesday, March 22, 2022 3:30:36 PM

You don't often get email from megan.hutchin@gmail.com. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

I am writing in support of Castilleja AND as a neighbor on Churchill. Thank you for approving the very thorough and painstaking analysis in the Environmental Impact Report, which took years to research and produce and found no significant impacts. Now I hope you will recommend this project for approval to the City Council for the second time.

Schools should always be part of residential neighborhoods. They sustain the children who live in the homes there and are the promise for the future. **Schools should not be driven out of residential zones.** They should be encouraged to thrive. Every other school in Palo Alto has grown and modernized their campus in recent years. Why should this very small all-girls school not have the same opportunity? Castilleja has improved this project again and again, and now you have excellent options before you that allow a school to thrive quietly and sustainably within a residential zone.

Castilleja's mission to educate girls for leadership is critical to support the broader societal movement to place more women in positions of leadership. With a budget of \$3.5 million in Tuition Assistance to grant access to any deserving student despite her family's financial circumstances, Castilleja is actively working to rectify age-old disparities in access to education. Particularly important to me, Castilleja has a year-round program to support first-generation college students as they prepare to take steps no one in their families has ever taken before. Supporting this should be a core value for our city. Palo Alto is a bellwether city, a community known for cutting a brave path into a better future. Castilleja is part of that effort working to amplify young women's voices.

Sincerely,
Megan Hutchin

From: [Andie Reed](#)
To: [Architectural Review Board](#); [Planning Commission](#); [Council, City](#)
Subject: Castilleja
Date: Thursday, March 17, 2022 7:37:12 AM

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To the Architectural Review Board

Good morning Board Members:

Mar 17, 2021

I'm Andie Reed and I live on Melville by Castilleja.

Today you are tasked with approving "findings" that are by their nature subjective and some are at odds with what many neighbors have been saying and writing about for years.

For example, Finding #2, d reads: "provides harmonious transitions in scale, mass and character to adjacent land uses..." We residents in the surrounding narrow streets and mostly smaller, older homes, always thought that the one building proposed to replace 5 buildings, taking up the entire block of Kellogg, is too large for the site. Since a **Nov 2021 Gross Floor Area study** was published by **Dudek**, our instincts have been proven correct. Existing above grade square footage is significantly in excess of allowable by code. Over the years, buildings were built and SF not appropriately counted, even those built after code was in place that required counting things like volumetrics. For example, the gym is very tall and gets counted 3x - that was the case when it was built in 2006, and that's the case today.

The Code specifically states: " when GFA that exceeds permitted allowances is demolished, that floor area may not be restored".

Now, as you read that paragraph and consider what that means, your first question might be "well, what kind of numbers are we talking here? What is the variance being requested in square feet?"

All reports are silent on that very important point. Please request planning staff to provide you with the number of square feet in excess of allowable being proposed. Variances are not granted because developers want more square footage than allowable, even to replace old GFA. A variance is granted to overcome special constraints others in the zone don't suffer, or without a special exception they would be subject to hardship. That is not the case here. "Because we had the square footage before" is not a valid criteria for being granted a variance.

Instead of accommodating their own redevelopment by building into the "circle" in the middle of the campus, Castilleja chooses to move their swimming pool to accommodate this 77,400SF, thus taking away existing on-site surface parking. In other words, the school is choosing to create a need for parking that doesn't currently exist.

Please keep in mind that the 2 parking schemes you will be considering today **do not** increase the number of parking spaces at the school, a hugely important point.

The school has been there a long time, and was a boarding school until 27 years ago. Now it is a commuter school, with 75% of its students coming in from out of Palo Alto. If the school reduced their scope, built within code and maintained the character of the neighborhood, they would be re-built by now.

Thank you.

--

Andie Reed CPA
Palo Alto, CA 94301



From: [Tina Peak](#)
To: [Planning Commission](#)
Subject: Castilleja
Date: Wednesday, March 16, 2022 7:42:20 PM

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Dear Planning Commission,

I am very opposed to any expansion at Castilleja. This organization cheated and lied to the people of Palo Alto for 20 years by systematically over-enrolling students at their campus. Now they have the audacity to suggest that we should let them increase the size of their campus and add an additional 30% to student enrollment. They are not to be trusted or rewarded for their past lawlessness.

The Castilleja campus adds little benefit to the city of Palo Alto. 75% of Castilleja's students come from outside Palo Alto. The campus sits on just over 6-acres in an R-1 residential neighborhood upon which they pay no taxes.

Their plans call for destruction of the natural environment. They will remove trees and disrupt the soil. Any building material and concrete used produces large amounts of additional CO2 that is added to our environment. Underground garages use large amounts of polluting concrete and adding an underground parking lot is not even allowed in R-1 areas. Trips to the school are also huge greenhouse gas emitters.

Castilleja should get no more special treatment. They have a conditional use permit that they ignored for decades, have been poor neighbors, and add to the noise and pollution of the area. They deserve no special variance for adding more floor area or enrollment. This is an R-1 neighborhood.

If Castilleja wants to grow they should find an appropriate piece of real estate and move to an area that will accommodate their desired growth. Please do not allow them any ability to grow or increase enrollment

Regards, Tina Peak

From: [Carol C. Friedman](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Enthusiastic support for Castilleja Reimagined!
Date: Thursday, March 24, 2022 4:52:44 PM

Some people who received this message don't often get email from carolfriedman465@gmail.com. [Learn why this is important](#)

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Dear Honorable Mayor Burt, Members of the City Council and Planning Commission,

I am writing in support of Castilleja School's *Reimagined Project*. The project is before you once again, more than a full year after you last recommended approval of the project to the City Council. I am a nearby neighbor on Lowell Avenue, and I am enthusiastic for the modernization to begin, so thank you for your approval last time. I hope this will be the last time you approve the project, and we can begin to see positive change in the neighborhood. I was pleased to learn that the ARB voted to move the project forward at their March 17 meeting. Many times Commissioners spoke of compromise, and they too modeled such behavior.

I hope you, too, see the many benefits of Castilleja's project just as the ARB has.

I'm aware that the school has offered several parking options for you to consider that preserve trees, reduce noise, remove cars from the street, and update the aging buildings to be able to provide an excellent all-girls education to more students. With the different options for underground parking, I hope you will choose the one that maximizes spaces without impacting trees. I believe that one has 69 spots with no impact on healthy trees. The ARB voted in favor of the parking garage option that moves more cars off the street, and yes, does not harm trees. It can be done! The more cars underground the better as far as I'm concerned. We should thank Castilleja for making this investment in the beauty of my neighborhood. If the cars don't go below ground, they will stay on the surface. Let's take advantage of moving as much below ground as possible.

Please maintain Speaker Field as a recreational space for girl's sports and fitness.

The goalposts for this project can not keep moving, and it has to stop. Castilleja has worked to design a campus that best meets our community's needs. Please review the work that the school has done, and select from the excellent choices before you. I hope that you will soon recommend approval of this project so that neighbors like me can enjoy the benefits. It seems as though I have been writing to you for a decade.

Please be bold and have the courage to finally make a decision for quality girls education at Castilleja School.

Best regards,

Carol C. Friedman



From: [Shames Panahi](#)
To: [Planning Commission](#)
Subject: In support of Castilleja's Development Project
Date: Thursday, March 24, 2022 3:25:39 PM

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Dear Commissioners,

I am writing in support of Castilleja School. Thank you for your dedication to the city of Palo Alto. As a longtime Palo Alto resident, I have seen many changes over the years, some better than others, and I am writing to ask you to support one I feel could greatly benefit our community—the proposal to modernize Castilleja's campus and to allow the school to enroll more students **without adding traffic**.

Castilleja School has been an institution in this city longer than any of us have been alive. Along with the many advantages that are brought by such an established and nationally well-respected school in our city comes the inevitable need for change over time. Castilleja's plan to modernize their campus and gradually admit more students would allow them to adapt to the changing nature of our community. The Palo Alto we know today is not the same town as it was 10 years ago, or 20 years ago, or even 60 years ago (even though that is the age of many of Castilleja's current buildings). We should encourage and support schools like Castilleja to reflect those changes. The other schools in Palo Alto have been allowed to update and grow with time; why not Castilleja?

Castilleja's modernization plan is truly a win-win for the community and the school. They have shown their commitment to reducing traffic for years, including by increasing the number of buses during the pandemic when students no longer felt comfortable taking the Caltrain. As they can only enroll new students if they keep the traffic counts level with current numbers, we can have faith that we will not see an increase in traffic. I truly hope you will recommend this project for approval so that more students from different backgrounds will have the opportunity to access the only secular all-girls school in the Bay Area. Castilleja is presenting you with a meaningful set of compromises that will improve the neighborhood and strengthen our city, and I think it's time we listen. It's clear that the ARB did, as evidenced by their approval of the project last week. Will you support these next steps, too?

Thank you,
Shames Panahi


Palo Alto, CA

From: [Jim Fitzgerald](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Cc: [Emily McElhinney; Elke Teichmann](#)
Subject: In support of Castilleja
Date: Thursday, March 24, 2022 10:27:13 AM

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Members of the Planning and Transportation Commission,

I am writing in support of Castilleja School's project. I was pleased to learn that the ARB saw the many, many, merits of the school's project. From the beginning, Castilleja has listened and responded with new designs that are reflective of the comments they received. This time around, they heard feedback from the ARB that a garage option with more parking spots (Option D), combined with a shift of the swimming pool and removal of the underground delivery space (Option E) would be the best compromise. This hybrid option also saves an additional oak tree. Not only am I glad to hear of this resolution, but also, did it have to take this long? Here's where you come in. I sincerely hope you build on the momentum of the ARB, following their lead of compromise, and continue to advance this stellar project.

After all, has any applicant ever worked so hard to listen to feedback, respond with creativity, and move forward in the spirit of compromise? You have already approved this project once, and with wonderful choices in front of you will surely be able to do so again during your upcoming hearing.

The changes to the garage, the adjustments to the pool, and the new option for the loading entrance all preserve more trees. More cars below ground is better for the neighborhood, as it moves cars off the street. More trees are preserved in this situation. And contrary to the belief of many naysayers, a parking structure with more spots does not, will not, and can not increase car trips. The project has stringent built-in compliance measures that ensure car trips will remain capped at current levels. This project is ready for approval.

The greatest step forward for the neighborhood and the city will come when you approve this for the last time and allow the school to break ground on this exciting and beautiful update.

Thank you,
Jim Fitzgerald

--
Jim Fitzgerald
M: 650 888-1293
Email: jimfitz8@gmail.com
<http://www.linkedin.com/in/jimfitz8>

αιεν αριστευειν

From: [Jennifer Carolan](#)
To: [Architectural Review Board](#)
Cc: [Council, City; Planning Commission](#)
Subject: Castilleja School Plans
Date: Wednesday, March 23, 2022 7:22:31 PM

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Dear Architectural Review Board Members,

I am a resident of Palo Alto and a former JLS tenured teacher.

I am writing in support of Castilleja School and want to take a moment to express my appreciation for the school's responsiveness to requests for changes—particularly the garage plans—over the last several years. Have you noticed that each time the school is asked to delineate plans in ever-more detail, it responds with a variety of options—each one viable, compliant, and thoughtful. Have other applicants been as thorough or worked as hard to listen to community feedback and circle back with new ideas and plans, all in the spirit of compromise?

This plan has already been approved by you in 2019. You've seen it before, most recently in December 2021. Following feedback from you and from Kellogg neighbors, the school now presents to you changes to the Kellogg facade. The modified design has been updated with windows that give the building even more of a residential feel. The roof is sloped so it looks more like a home. The roof line is even lower than the existing buildings. The building is set back even further from the street to contain sounds coming from campus. Castilleja has been responsive, it has provided multiple options, and it has patiently listened to a multitude of feedback. Their project is better than it's ever been. Please, approve it again.

Lastly, I urge you to support the parking option that allows for the maximum number of cars to be below ground and not at the surface level. City code permits underground parking for non-residential use in R-1 zones. Up to 69 spaces can be constructed without impacting trees. That should be the allotment for Castilleja's below-ground parking option. Supporting this option will still require the school to limit car trips and not exceed current levels. Setting an arbitrary limit to underground parking spaces runs counter to neighbor requests of moving parked cars off the City streets. Again, a 69-car garage is *allowed; poses no threat to trees; and moves cars off the street.*

Please recognize these many improvements and approve their latest plan. Thank you for your time and attention to this project.

Finally, I know PAUSD has lost about 2,000 students over the last few years and I expect this trend to continue due to overall trends in public education. We should be supporting our local institutions (both public and private) that make Palo Alto such a desirable place to live. For many, The Great Reshuffling has untethered us from our work locations which necessitates that every

municipality welcome and retain beloved institutions. Happy to speak with you more about this.

Thank you,
Jennifer

--

Jennifer Carolan

www.reachcapital.com

(408) 460-9122

Asst: Maria Torres

Maria@reachcapital.com

From: [Leila H. Moncharsh](#)
To: [Council, City; Planning Commission; City Mgr; Stump, Molly](#)
Subject: Castilleja Project - Planning Commission hearing on March 30, 2022
Date: Monday, March 28, 2022 10:11:33 PM
Attachments: [Final Letter to PTC. March 28, 2022.pdf](#)

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Please see attached

DONNA M. VENERUSO (d.'09)
LEILA H. MONCHARSH

LAW OFFICES
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March 28, 2022

Planning & Transportation Commission
City of Palo Alto
250 Hamilton
Palo Alto, CA 94301

Re: Castilleja School Hearing, 19PLN-00116 EIR, Use Permits

Dear Commissioners:

I represent PNQL and this is in response to the Staff's report for the March 30, 2022 hearing. Previously, I have extensively advised your commission and the City Council about the school's request for a variance and why it was not legally available for this project. As I recall, there was further work left to perform around specifying the amount of square footage Castilleja was seeking in its application for a variance. My understanding is that this work has now been completed and the variance grant would be for 47,000 square feet, a huge amount for any city to grant.

A small amount for, say, a setback, would be consistent with past variances granted by the City as we have shown before in correspondence and hearings. A variance for a very large amount of square footage would cause the City to realistically give up its variance ordinance as others down the road will easily argue that the ordinance was abandoned with this project. Even if the City Council made findings about special conditions for Castilleja in an effort to ward off downstream applicants' claims that they too should be granted similar large variances, the horse would already be out of the barn. Basically, the City Council will be chipping away at its own ordinance and inviting lawsuits for similar rights as what is now contemplated here. Moreover, what does the City Council propose to do when Castilleja comes back before it in the future wanting another variance for even more square footage? Its history shows that it has an unquenchable thirst for growth and the City Council will have already made findings here that Castilleja is a "special case" deserving of additional square footage over what is legally allowable.

A few additional points, some already made and some new, are below. See Packet Pages 67 - 70: SECTION 7. Variance Findings. Castilleja's application for a variance does not satisfy the City's variance code section 18.76.030 (c), which requires that there be "special circumstances applicable to the subject property, including (but not limited to) size, shape, topography, location, or surroundings ..."

The staff report states:

Planning & Transportation Commission
City of Palo Alto
250 Hamilton, 5th Floor
Palo Alto, CA 94301
Re: Castilleja Project
March 28, 2022
Page 2

1. *Castilleja School campus is found to have special circumstances, in that the parcel is unique both in terms of size and insofar as it has historically hosted private school facilities that exceed current development standards. (packet page 67)*

However, the staff report does not cite the very next part of this code, namely 18.76.030(c)(1):

Special circumstances that are expressly excluded from consideration include:

(A) The personal circumstances of the property owner

Being a private school, wanting to expand, and being in the same location a long time are personal circumstances of Castilleja and thus, they do not meet the criteria for granting a variance.

The staff report further states:

· FAR limitations and maximum lot size (19,999 sf) would not support the physical space requirement of a private school and were not created with conditionally permitted private school uses in mind; (packet page 67, bullet 1)

The site clearly can support a private school, just one that is smaller. The staff report continues:

· The property is unique in many respects ... many buildings were constructed before ... modern development standards. (packet page 67, bullet 2)

Being unique has no bearing; in fact, 18.76.030(a)(1) states, “The purpose of a variance is to: Provide a way for a site with special physical constraints, resulting from natural or built features, to be used in ways similar to other sites in the same vicinity and zoning district”; and 18.76.030(a)(2) to “Provide a way to grant relief when strict application of the zoning regulations would subject development of a site to substantial hardships, constraints or practical difficulties that do not normally arise on other sites in the same vicinity and zoning district. ”

Castilleja has been successful in this site for 100 years. They are not at a disadvantage to other properties. Some buildings were built earlier, but most, and certainly those with volumetric space (the Gym, 2006, and the Arts Building, 1998) were built after FAR rules were in effect). The City Council should deny the application for the variance.

Thank you for considering my comments.

Planning & Transportation Commission
City of Palo Alto
250 Hamilton, 5th Floor
Palo Alto, CA 94301
Re: Castilleja Project
March 28, 2022
Page 3

Very truly yours,

Leila H. Moncharsh

Leila H. Moncharsh, J.D., M.U.P.
Veneruso & Moncharsh

LHM:lm

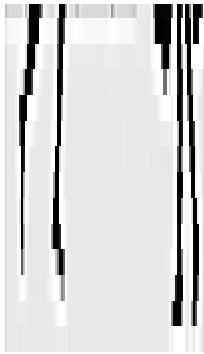
cc: Clients

From: [Sheri Furman](#)
To: [Planning Commission](#)
Subject: Castilleja: Palo Alto Neighborhoods (PAN) Comments for March 30, 2022 PTC Meeting
Date: Monday, March 28, 2022 7:19:46 PM
Attachments: [image.png](#)

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Dear Planning Commission Members:

As the co-chairs of Palo Alto Neighborhoods (PAN), we are very concerned that the latest City proposals in the staff report for your March 30, 2022 meeting on Castilleja do not comply with our municipal code and also violate basic fairness as the proposals promote the interests of one party above those of the rest of the community. Furthermore, the proposals do not protect neighbors in the vicinity of Castilleja and create precedents that may harm others throughout our city.

The proposed variance to grant Castilleja an FAR of 0.48 exceeds what every other property in R-1 in Palo Alto is allowed. That makes it a special treatment absolutely disallowed under our variance laws. Castilleja failed to request and obtain proper approvals to exceed its allowed floor area in the past. It did not even fully disclose the total magnitude of that floor area, as was recently revealed. To now reward Castilleja with a variance because it underreported its floor area and failed to seek a variance in the past is wholly inappropriate. Furthermore, the precedent of granting excess floor area of this magnitude to one property has not been evaluated. How many other properties across Palo Alto will then be able to point to this and demand similar treatment?

The Conditional Use Permit should not put the burden on neighbors to report problems. Independent, automated systems should collect and distribute data about traffic, driveway usage, and noise. Penalties should be severe. The city's record on code enforcement, including for the excess enrollment and floor area at Castilleja, is tragically deficient. Despite an audit and promises of reform, no real improvements have occurred. Thus, relying on complaints and code enforcement is also unfair to neighbors.

The proposed exemption from gross floor area for the underground garage also violates fairness. No other residential property in Palo Alto has ever been allowed such an exemption. Worse, the exemption looks to enable Castilleja to avoid paying approximately three quarters of a million dollars in impact fees – at a time when we desperately need more affordable housing, parks, and recreational facilities.

We urge you to look at the Castilleja proposal not as a singular project but as the harbinger of what may come forth across the city if these new precedents are allowed. Please instead insist that our city strictly follow its municipal code and not distribute special privileges and exemptions while burdening residents.

Respectfully,

Sheri Furman and Rebecca Sanders
Co-Chairs, Palo Alto Neighborhoods (PAN)

From: [Sulev Suvari](#)
To: [Council, City](#); [Architectural Review Board](#); [Planning Commission](#)
Subject: PTC & Castilleja School
Date: Monday, March 28, 2022 5:07:27 PM

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Dear Palo Alto Planning and Transportation Commissioners,

I am writing in **support of Castilleja School** and their desire to modernize the campus and increase enrollment. Both of these objectives will happen in a phased approach so as to minimize the impact on the neighborhood.

Castilleja was founded in 1907, and has operated on its current location for more than 100 years, predating zoning laws. Since the implementation of zoning and the subsequent creation of R1 districts, Castilleja has operated under a Conditional Use Permit (CUP).

What puzzles me is that within this dynamic, schools are inherently treated differently than residences because they are two separate and distinct entities. For example, when evaluating Gross Floor Area and Floor Area Ratios, schools and residences abide by different regulations. This isn't skirting the rules. The rules are simply different because residences and schools are not the same. A small and obvious example: schools serve a public interest—hundreds of children—whereas residences only serve a small handful of people. They are not the same, hence the need for a CUP.

In the most recent PTC meeting of December 2021, some of you suggested that the school re-submit plans every time they wanted to increase the number of students. Going down this path of approving new CUPs with far greater regularity would be financially irresponsible and detrimental to Palo Alto's resources. I trust we can all agree that this process has gone on far too long, so why would any of us want to extend it and manage a piecemeal approval process in the future? Especially when there are copious examples of regulations in place to cap enrollment and car trips.

Castilleja's plan has already been approved by the ARB. Twice, in fact. The latest plan was approved on March 17, at which point the ARB moved forward in the spirit of compromise. Castilleja has been responsive, it has provided multiple options, and it has patiently listened to a multitude of voices. Their project is better than it's ever been. Please recognize these many improvements and approve their latest plan. **This project has been under review for far too long**; our community needs closure, and it needs to support education in all its forms. I urge you to give your support for final approval so we can put this debate to rest.

Kind regards,
Sulev Suvari


sulev@outlook.com

From: [Mary Sylvester](#)
To: ptc@cityofpaloalto.org; [Lauing, Ed](#); doriasummer@gmail.com; [Bryna Chang](#); [Cari Templeton](#); [Giselle Roohparvar](#); [Planning Commission](#); [Lait, Jonathan](#); [French, Amy](#); [Shikada, Ed](#); [Council, City](#); [City Attorney](#)
Subject: PTC Review of Castilleja Expansion Plan--3/30/22
Date: Monday, March 28, 2022 12:08:56 PM
Attachments: [Castilleja_PTC_Letter_220119-2.rtf](#)

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March 28, 2022

Dear PTC Chair Lauing and Commissioners,

I am writing as a 44-year neighbor of Castilleja School, living 1/2 block from the entrance to the school's Emerson/Melville parking lot, who is deeply concerned about the ecological impacts of the school's expansion project and how it undermines our natural environment! **Our community's environmental future is being threatened by City decision makers giving away fragile, irreplaceable natural resources to the highest bidders! Approving the Castilleja expansion project as proposed is not in our community's best interests!**

This letter will lay out 5 factual points about Castilleja's Expansion Plan that all intersect and cumulatively undermine our existing City of Palo Alto's Sustainability Goals (S-CAP):

1. Castilleja's proposed project is an Expansion Plan as the school is requesting an addition of 50,000 sq ft to the project's allowable square footage and a 30% increase in its student population.

2. The proposed swimming pool is within the groundwater table and like the 2006 construction of Castilleja's gymnasium threatens to waste countless amounts of irreplaceable groundwater.

3. Only adoption of Option D allows safeguard Protected Oak #89. Neither Option E or a combination of Options D & E as recommended by the ARB on 3/17/22, sufficiently safeguard Tree #89.

4. It is an oxymoron to state construction of an unneeded underground garage is an "environmentally superior" option as stated by Castilleja as thousands of cubic tons of irreplaceable soil will be trucked away, the removal of which will be extremely polluting, and will be replaced with a highly carbon producing substance, cement.

5. Castilleja's traffic plan does not result in net 0 carbon impact as claimed by the school (ad: P.A. Weekly, 3/25/22). It defies belief that adding 30% more students and at least 300 additional car trips per day will meet any rational person's sense of common sense, particularly as Castilleja refuses to implement mandatory shuttling as other private schools do.

INTRODUCTION

Castilleja operates in a R-1 neighborhood under a Conditional Use Permit (CUP-- PAMC Section 18.76.01 *e)) as it is a nonconforming use in a residential neighborhood. How long are we going to *give away* highly valuable public resources (e.g. natural resources) to a very privileged school and threaten our fragile, irreplaceable natural resources and undermine the few zoning and municipal safeguards we have to protect residents?

I. EXPANSION PLAN

A. Square Footage Expansion

Castilleja, under Palo Alto's Municipal Code (Section 18), is allowed 81,385 sq ft. The school's new plan requests 128,687 sq ft. The school likes to argue that it is a reduction plan because they have illegally added sq footage to their campus over the years, now amounting to 138,345sq ft, which they want to count as their baseline, not their legal base. (see Dudek study, 11/17/21). The approval of Castilleja's EIR and Variance request was based on faulty information and needs to be re-reviewed with the 2021 Dudek data in mind.

B. Student Enrollment Expansion

Castilleja when filing their expansion plan and request for a new CUP in 2016 argued that 438 students were their legal baseline, with the support of City staff. As a result of neighbors hiring an attorney, it was established that 415 students was the school's legal baseline under their 2000 CUP. Consequently, 450 students as suggested by Council (4/21) and the PTC (12/21), represents a reasonable expansion.

II. THE PROPOSED SWIMMING POOL THREATENS THE WATER TABLE

Again we are revisiting Castilleja planning to build a structure that threatens Palo Alto's groundwater. Based on the letter and statement of Keith Bennett of Save Palo Alto's Groundwater's of 1/19/22 (attached), we learn that Castilleja again threatens the community's irreplaceable groundwater with its proposed pool as it did in 2006 with its new gym, costing Palo Alto millions of gallons wasted water that poured into local storm drains and down neighborhood streets.

“The pool deck is 15 feet below ground surface and excavation for the pool will extend to approximately 26 ft. below ground surface allowing for the 7.5 foot. depth of the pool below the deck, 1.5 feet for pipes and pumps plus an approximately 2-foot thick slab of concrete to reduce buoyancy when the pool isn't filled. The water table at this location is about 25 feet below ground surface in autumn, rising to about 18

feet below ground surface during winter storms. We must assume groundwater will be encountered during construction, as it was in 2006 for construction of the gym.

City staff has never accounted for whether a penalty was paid for the lost of such a valuable community resource!

III. ONLY OPTION D WILL ADEQUATELY SAFEGUARD PROTECTED OAK #89

Castilleja's expansion project threatens Palo Alto's tree canopy and undermines our Tree Protection Ordinance, particularly Palo Alto's protected trees. Both neighbors and community residents enjoy the natural beauty of the trees on the Castilleja campus, which also offer valuable heat protection to the streets but most importantly these trees provide invaluable carbon capture.

Only Option D will adequately safeguard the beautiful, healthy Protected Tree #89, not Option E or a combination of Option D and E as proposed at the recent ARB meeting (3/17/22)

IV. AN UNDERGROUND GARAGE IS NOT ENVIRONMENTALLY SUSTAINABLE OPTION

Underground garages are not allowed in R-1 neighborhoods except with approval of a variance (PAMC 18.10). Is there a "Substantial public interest" being served by the construction of an underground garage to justify construction of an underground garage in a residential neighborhood?

The construction and operation of an underground garage undermines Palo Alto's S-Cap goals. Removal of 60,000 cubic tons of earth (6000 truck trips) and use of cement, a carbon dense substance to produce. Castilleja's consultant, Fehr & Peers, in 2021 in conducting an audit of the school's existing parking, found that more than sufficient parking exists on campus, on the street and at the school's off-site parking location at First Presbyterian Church (Fehr and Peers, July 2021).

Free underground parking only serves as a magnet for students, parents and staff to drive to campus, thereby increasing neighborhood traffic and pollution.

V. ADDED TRAFFIC DOES NOT EQUATE NET ZERO CARBON

Castilleja has been touting its model Transportation Demand Management Project for years. I view this as a smoke and mirrors campaign to allow students, parents and staff to drive to campus with impunity as the school plans to monitor its own behavior.

It's unfathomable to believe that Castilleja can't implement mandatory shuttling for its students and staff with its existing electrical vehicles. Numerous private schools such as Nueva, Notre Dame and Harker have well-developed TDM programs that keep student/family/staff car trips out of residential neighborhoods.

A transparent, verifiable TDM plan must be developed before Castilleja is granted a

new CUP and Expansion Plan. At private schools such as Neuva and Notre Dame, students are not allowed to drive to campus and are encouraged to use public transportation and school transportation.

CONCLUSION

At a time when Palo Alto has so many pressing needs such as our natural environment, our inadequate affordable housing supply and our current financial situation, is the Castilleja expansion plan the project that the City wants to provide so many free, deleterious giveaways--uncounted extra square footage, an underground garage in an R-1 neighborhood, and destruction of trees, groundwater, soil and clean air--with NOTHING coming back for the betterment of the community?

Thank you,
Mary Sylvester
Melville Ave.
Palo Alto

To: Members of the Planning and Transportation Commission

From: Keith Bennett, Ph.D., Save Palo Alto's Groundwater

January 19, 2022

Re: Agenda Item 3, **Castilleja School CUP/Variance and Amend PAMC Chapter 18.04 GFA**

Definition: Planning and Transportation Committee meeting, January 19, 2022

Summary

Save Palo Alto's Groundwater recommends the project to be modified so as to leave the pool at or slightly below ground level and to reduce the size of the garage. We have no objections to the changes proposed to the above ground buildings.

1. 1. Construction of the underground pool (in place of the current pool at ground level)
 - a. a. Is not addressed at all in either the geotechnical study or the DEIR.
 - b. b. Requiring the bottom of the pool excavation to extend no more than 15 feet below ground surface would substantially avoid the impacts below including groundwater interactions.
 - i. i. Unless a proper cutoff wall or sheet piling are required and properly used to minimize groundwater flows as a condition of approval, pumping and dumping of a very large amount of groundwater and associated subsidence extending well beyond the subject property should be expected.
 - ii. ii. Approximately 1,520 tons of concrete, resulting in nearly 550,000 pounds of CO₂ emissions from the manufacture of the concrete will be needed to counteract buoyancy.
- iii. 2. Impacts of the large underground garage:
 - c. a. The entire surface area is impervious to water, increasing load to the storm drains.
 - d. b. The entire volume of soil removed is no longer available to store / buffer stormwater
 - e. c. Approximately 2,000 tons of concrete, resulting in 720,000 pounds of CO₂ emissions, will be used for the parking floor, ceiling and sides of the garage.
- f. 3. Palo Alto S/CAP has clearly stated a goal of reducing GHG dramatically by 2030. The total of 1,270,000 pounds of CO₂ emitted in the manufacture of the concrete for the underground construction is significant. It is equivalent to over 3,000 years of emissions from the CO₂ emitted by our family's use of natural gas to heat all of our hot water. Alternatively, it is equivalent to the CO₂ emitted by driving a Prius getting 60 miles per gallon 10,000 miles per year for 410 years (4,100,000 miles).
- g. 4. Members of the PTC are reminded the current Palo Alto Dewatering Ordinance does not

place any restrictions on the amount or rate of groundwater pumped and discarded, nor does it require the use of cutoff walls, even for large-scale projects, such as this.

- h. 5. The current DEIR does not reflect the actual project modified so as the pool is underground, which requires deeper excavation to a level which will almost certainly require dewatering. The DEIR should be revised to be consistent with the actual project currently proposed.
- i. 6. Keeping the pool at ground level substantially reduces the impacts from groundwater and CO₂.
- j. 7. We request the applicant seriously consider design alternatives to a) place the pool at grade, not underground and b) reduce or eliminate underground parking.

The following are substantially similar to oral comments from Mary Sylvester presented at the PTC Meeting on December 8, 2021.

Castilleja Planning and Transportation Comments^[1]_{SEP} December 8, 2021

Our concerns are primarily with the impacts of underground construction particularly on our community groundwater, which is becoming increasingly valuable as a result of climate change and population growth. Underground construction has impacts during and after construction. These impacts should be avoided and minimized through design and construction processes.

First, decisions on any underground construction need to be made based upon relevant and up-to-date geotechnical studies. The environmental impact reports must be specific for the actual project design and include accurate and current ground conditions. The geotechnical study for the DEIR for this project was prepared in 2017; the geotechnical studies have a clearly stated expiration date of 1/2020. Importantly, neither the geotechnical study nor the DEIR consider the excavation proposed for the swimming pool. Rather they only contemplate a single-level underground for the garage. This is a very material difference.

The pool deck is 15 feet below ground surface and excavation for the pool will extend to approximately 26 feet below ground surface allowing for the 7.5 foot depth of the pool below the deck, 1.5 feet for pipes and pumps below the pool plus an approximately 2 foot thick slab of concrete to reduce buoyancy when the pool isn't filled. The water table at this location is about 25 feet below ground surface in autumn, rising to about 18 feet below ground surface during winter storms. We must assume groundwater will be encountered during construction, as it was in 2006 for construction of the gym. Palo Alto building code requires contractors to dewater to at least 2 feet below the deepest excavation, and contractors invariably dewater further. Therefore, we can assume groundwater will be lowered by at least 5 feet to 30 feet or more below ground surface. Applicants often cite compliance with Palo Alto's Dewatering Ordinance as providing necessary protections from impacts. However Palo Alto's dewatering ordinance does not impose any, I repeat any, restrictions on the rate or total amount of groundwater pumped. Contrary to the perception of many, unless specifically required as a condition of approval, the ordinance does not require use of cutoff walls to limit groundwater waste.

The extent and impacts of dewatering are significant. Based upon measurements in Old Palo Alto with

similar soils, groundwater will likely be lowered by 5 feet or more for many months, likely over an area extending 500 feet from the construction site, and 2 feet or more over a circle of ½ to 1 mile in diameter, and tens of millions of gallons of a valuable resource will be discarded. Castilleja is on the border of area of the high recharge zone for deeper aquifer levels that Palo Alto uses for our emergency potable water supply, so pumping groundwater here reduces aquifer recharge.

It is well-known that lowering the groundwater table results in permanent subsidence. For the alluvial fan soils typical of Old Palo Alto, typical subsidence is about 1% of the amount of groundwater lowered, which corresponds to ½" or more for this project. I have clearly observed and documented such subsidence from residential dewatering at my house from basement construction 100's of feet away, as well as associated permanent damages. Furthermore, groundwater is a source of soil moisture especially for trees, as soils above the water table are moistened by water wicked-up through the soil, and mature tree roots grow down into the moist soil zones.

Palo Alto S/CAP has clearly stated a goal of reducing GHG dramatically by 2030. An often overlooked environmental impact of underground construction in high groundwater areas is the greenhouse gas emissions from the concrete used. To prevent the structure from floating up, like a boat, due to pressure from the water, Palo Alto's building code requires the building to be heavier than the water displaced at the highest anticipated groundwater level. Appendix A provides a summary of the calculations used to estimate CO₂ emissions from this project. For a pool of the size indicated, approximately 1,456 tons of concrete will be needed just to counteract buoyancy. Although accurate geotechnical estimates are needed for design, based upon measurements taken during storms and geotechnical reports for other properties, we estimate the design will require prevention of buoyancy for groundwater rising at least 9 feet above the bottom of the excavation (to 17 feet below ground surface). To be conservative in our estimates of the pool impacts, in this calculation, we have assumed the project can be designed so that the concrete (400 tons) used for the pool deck are reduced from the added weight required to counteract buoyancy, leaving a net additional weight of provide some of the weight required, and are not separately computing CO₂ emissions from the concrete from the pool deck. Additionally, about 2,175 tons (1,075 cubic yards) of concrete is required for the floor, roof and walls of the garage, for a total of 3,631 tons. The manufacture of concrete releases roughly 360 pounds of CO₂ per ton of concrete. The CO₂ emissions for this underground construction are therefore approximately 1,307,000 pounds. Let's put some perspective on this number. Palo Alto is strongly encouraging residents to replace their gas-burning ranges and hot water heaters with electric. Our family uses 36 therms per year of natural gas for hot water. Burning 1 therm of natural gas results in the emission of about 11.66 pounds of CO₂, so our annual consumption of natural gas for hot water emits is about 420 pounds of CO₂. The CO₂ emitted for this proposed underground construction of the pool is equivalent to the amount we emit due to cooking and hot water heating in 3,112 years. Retrofitting 311 residences with all electric water heaters would offset these emissions over 10+ years. Assuming a cost of \$10,000 per retrofit, the cost would be \$3.11 million. Or, for another way to look at it, I could drive a Prius getting 60 miles / gallon for 10,000 miles a year for 400 years. Or, 100 commuters to Castilleja could drive 50 miles round trip for 200 days / year for 4 years. This is a lot of CO₂ to relocate an existing ground-level pool and build underground parking. Low-carbon concrete modestly reduces, but does not eliminate GHG emissions from concrete.

This large underground construction increases the load on our stormwater management system. Approximately 80% of stormwater is absorbed by soil, then flows over time to the Bay. This buffering

system both filters the runoff and reduces load on our stormdrain system, and is a motivation for Valley Water and the City of Palo Alto to encourage and require rain gardens, permeable pavement and other features for capture stormwater. The proposed playing field is entirely impervious, and moreover, the soil for absorbing groundwater permanently removed.

Underground construction is very expensive – in fact, in presenting their proposals for new high-density housing, Stanford explicitly stated they intend to use above ground parking and increase building heights due to costs; and buoyancy is not a concern for their projects.

In summary, construction of the pool underground has many impacts on groundwater and greenhouse gas emissions. The underground garage excavation is not as deep and likely will not directly impact groundwater during construction, however the loss of soil for absorbing stormwater and greenhouse gas emissions are significant. At a minimum, an updated and comprehensive DEIR is needed, but more importantly we suggest the applicant seriously consider design alternatives, including ways the need for parking could be ameliorated through quality transportation demand management.

Appendix A^[SEP] Calculations of CO₂ emissions from concrete and equivalencies

Estimated concrete required for placing the swimming pool underground

Pool dimensions: 60' x 77' x 7'^[SEP] Pool excavation: (allowing for side walls, drainage, slab for mass, etc.): 64' x 81' x 11' = 57,024 ft³

Depth of pool excavation: 15' (height of top deck of pool) + 11' (7' pool + 4' for underpool drainage and slab) = 26'.

Typical "summer" groundwater level: 25 feet below ground surface (bgs)^[SEP] Design groundwater level (maximum expected during the project lifetime): 17 feet bgs^[SEP] Design groundwater rise above bottom of excavation: 26' - 17' = 9'^[SEP] Estimated minimum weight of concrete and steel used for construction of the pool, pool deck and underground walls to counteract buoyancy: 81' x 64' x 9' x 62.4 lbs/ft³ = 2,911,000 lbs. (1,456 tons)

CO₂ emissions from the manufacture of concrete: 180 kg/metric ton = 18% of concrete weight^[SEP] (embedded CO₂ emissions from steel are higher on a weight basis)^[SEP] **Estimated CO₂ emissions from pool: 2,911,000 x 18% = 523,980 lbs.**

Estimated CO₂ emissions from concrete used in the underground parking

- a. (A) Area of garage: 20,000 ft² (estimated)
- b. (B) Thickness of concrete: 6" for top + 6" for floor = 1 foot.
- c. (C) Volume of concrete for floor and ceiling: A x B = 20,000 ft³
- d. (D) Perimeter of garage: 600 ft.
- e. (E) Depth of garage (bottom of concrete): 15+ feet
- f. (F) Estimated thickness of concrete used for sides (including allocation for internal supports): 1 foot
- g. (G) Total volume of concrete (sides and supports): D x E x F = 9,000 ft³
- h. (H) Total volume of concrete for garage: C + G = 29,000 ft³
- i. (I) Weight of concrete: 150 lbs/ft³
- j. (J) Total weight of concrete: H x I = 4,350,000 lbs (2,175 tons)
- k. (K) **Estimated CO₂ emissions from concrete used for underground garage: 4,350,000 x 18% = 783,000 lbs.**

Total CO₂ emissions: 523,980 + 783,000 = 1,306,980 lbs.

Equivalency calculations

- a. (A) CO₂ emitted from burning natural gas: 11.66 lbs / therm
- b. (B) Amount of natural gas used by us for water heating (tankless) and gas range: 36 therms / year
- c. (C) CO₂ emitted by us for hot water: $A \times B = 420 \text{ lbs.}$
- d. (D) CO₂ emitted burning gasoline: 19.6 lbs / gallon
- e. (E) Gasoline required to drive 10,000 miles @ 60 miles / gallon: $10,000 / 60 = 167 \text{ gallons}$
- f. (F) CO₂ emitted driving 10,000 miles: $D \times E = 3,270 \text{ lbs.}$

From: [Alan Cooper](#)
To: [Planning Commission](#)
Cc: [Council, City](#)
Subject: Castilleja: A Pragmatic Compromise
Date: Monday, March 28, 2022 9:43:48 AM
Attachments: [Cooper letter to PTC March 28, 2022.pdf](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Note: I am also attaching this letter as a PDF file in case the email formatting is not good

To: Planning and Transportation Commission
From: Alan Cooper, 270 Kellogg Ave, akcooper@pacbell.net

March 28, 2022

Subject: Castilleja: A Pragmatic Compromise

Dear PTC members,

I've lived on Kellogg across from Castilleja for 37 years, and have negotiated with them for the past 7 years to reach a neighbor-school compromise. The summary below is a pragmatic compromise with "fall-back" requests.

Castilleja is a non-profit business providing high-quality education to girls in an R-1 neighborhood.

Castilleja wants more students at current ~ \$60K/student tuition and future alumni support. Neighbors want a residential feel (ie less traffic, noise, activity), and they receive NO financial benefits from having the school here.

I assume we all know the background facts and options after years of discussion. My pragmatic proposal is new but based on common background:

1. <!--[endif]-->Give Castilleja an incentive for greater compromise with neighbors, with immediate approval of 35 student increase (to 450 total) – a \$2.1M/yr income increase **if and only if** they agree to

<!--[if !supportLists]-->a. <!--[endif]-->abide by City code in their remodel (i.e., eliminating the 47,000 sq.ft code excess outlined in the 2021 Dudek GFA study) AND

<!--[if !supportLists]-->b. <!--[endif]-->replace the underground garage with a small underground structure for ALL student dropoff/pickup only (ie NO parking) to keep traffic from "circling" thru surrounding streets. Use existing proposed alternative plans for surface school-parking (eg offsite shuttle, student no-drive, lot parking) AND

<!--[if !supportLists]-->2. <!--[endif]-->Give Castilleja an addition 5 student increase (to 455 students) – a \$300K/yr income increase **if and only if** they agree to

<!--[if !supportLists]-->a. <!--[endif]-->assure student safety during the school remodeling by educating them at an offsite location. This will benefit neighbors with a significantly shorter construction time.

3. <!--[endif]-->If Castilleja does not want greater compromise via accepting these incentives (i.e., items 1 and 2), then give them a 35 student increase (to 450 total) when the remodel project is fully completed. But, require that they stay at 450 enrollment for 2 full years to evaluate whether the CUP and TDM plan requirements are being fulfilled. After 2 years, Castilleja would request more student enrollment based on fulfilling their TDM plan, as previously outlined by the PTC.

I have serious concerns and "fall back" requests about several aspects of this complex project that combines a remodel and a new CUP.

My concerns regard:

- Rate of enrollment growth
- Traffic density and movement
- Number of school activities
- Monitoring and enforcement of CUP requirements
- Construction duration, parking, noise and safety
- Parking congestion

I outline my concerns for each item and make a request for action *in red italic* on each by the PTC.

Rate of enrollment growth: Six years ago, Castilleja's first goal was expanding to 450 students based on academic criteria. Shortly thereafter they raised the number to 540 students for reasons unexplained. My concern about 540 students is that 30% more students would bring 30% more school activity (e.g., traffic, parking, noise, events) than today, degrading quality of life in this R-1 neighborhood.

As a compromise, allow Castilleja to increase enrollment to 450 students when the school remodeling is completed, but require that they stay at the 450 enrollment for 2 years. If all goes well with the CUP and TDM, they could then apply for a CUP enrollment-amendment and start a TDM-based enrollment increase, as currently being discussed.

Traffic density and movement: The concept of "no new net trips" to the school is good, but does not address the problem of reducing the density of car/truck/bus/shuttle traffic on neighborhood streets due to daily Castilleja activities (e.g. school meetings, deliveries, student buses/shuttles, sporting events etc.) that are not counted and are a persistent swirl of often-speeding traffic and noise (tires, banging doors, etc).

Please implement TDM monitoring of ALL street traffic within 1-2 blocks of the school.

Number of school activities: Every school activity of any size (2-500 people) brings traffic, parking and noise to the neighborhood. The constant flurry of school activity has long degraded neighborhood quality of life. Castilleja maintains that all activities/events must be onsite. If they held 25-50% of their necessary activities/events (e.g. meetings, conferences, concerts, talks, sporting events) offsite at other nearby facilities this would help offset their huge impact on this R-1 neighborhood. The nicest days in the neighborhood are Thanksgiving, Christmas and New Years day when there is **NO ACTIVITY AT ALL** at Castilleja. *Please require that Castilleja hold activities/events offsite and have no more than 50 activities/events of any size at the school, and that there is no activity at all at the school on Sunday.*

Monitoring and enforcement of CUP requirements: Castilleja has a documented history of not following CUP guidelines as time goes on. Continual monitoring and enforcement is unfortunately necessary to assure compliance. Clearly defined monitoring and enforcement procedures will assure that neighbors interests are being respected. *Please assure compliance with each CUP mandate, with appropriate monitoring and enforcement steps. And, please implement a yearly or every other year assessment of the CUP with neighborhood input.*

Construction duration, parking, noise and safety: One good option presented by Castilleja to minimize construction impact on the neighborhood was to find a temporary campus, to reduce construction time from 34 to 21 months. This option would

- keep students safe and out of the construction-zone contamination, noise, heavy equipment,
- keep staff/student traffic from further congesting streets,
- shorten construction delays on surrounding streets including Embarcadero
- shorten time of contamination, noise, construction parking issues for neighbors

Please require that Castilleja educate their students at a temporary offsite campus during construction time.

Parking congestion: Parking on Kellogg across from Castilleja is ok, however, students including freshmen, sophomores, juniors and seniors are permitted (by Castilleja parent handbook) to park in the neighborhood, and are doing so. The traffic consultant report does NOT address parking outside two

blocks from Castilleja.

Please monitor/count/restrict? all Castilleja parking, including that in the surrounding extended neighborhood.

Thank you for you dedicated efforts on this complex project.

Alan Cooper

To: Planning and Transportation Commission
From: Alan Cooper, 270 Kellogg Ave, akcooper@pacbell.net

March 28, 2022

Subject: Castilleja: Pragmatic compromise

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- keep staff/student traffic from further congesting streets,
- shorten construction delays on surrounding streets including Embarcadero
- shorten time of contamination, noise, construction parking issues for neighbors

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*Please **monitor/count/restrict?** all Castilleja parking, including that in the surrounding extended neighborhood.*

Thank you for your dedicated efforts on this complex project.

Alan Cooper

From: [JIM POPPY](#)
To: [Planning Commission](#); [Council, City](#)
Subject: Safeguards needed for Castilleja expansion
Date: Monday, March 28, 2022 6:55:43 AM

You don't often get email from jcpoppy55@comcast.net. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

PTC and City Council,

Please install safeguards to protect the neighborhood and larger community from Castilleja's plans for massive growth.

Castilleja has never complied with their CUP and The City has never enforced it. TDMs are theories, not blueprints.

Please help make sure this project remains manageable by adopting a few simple safeguards:

1. Limit enrollment to 450 students once the project is complete. Make the school earn further increases by demonstrating they can manage the traffic from the increased number of student, staff, and support vehicles.

Your instructions from City Council are to determine how best to allow enrollment increases beyond 450. **The staff report falsely assumes an immediate increase to 540.**

2. Install severe penalties for killing protected trees and disrupting groundwater. The sunken pool design will no doubt hit groundwater, yet the planning department does not want to scrutinize construction details.

3. The proposed pool is only 50 feet away from a residence across the street! The pool should have been located inside the campus, not along the edge of Emerson Street next to homes. The existing pool location is fine and provides for many surface parking spots. There is no need to move the pool!

4. Get details on how cars will exit the garage. Will this require loud beeps or other noise pollution night and day?

5. Measure all traffic around the school, not just drop-off locations, in order to accurately measure the impact of all school and support vehicles. TDMs can easily be subverted to meet the needs of the school.

Castilleja is already violating the agreement to contain parking in the neighborhood. Student and staff cars are filling up Emerson Street between Churchill and Kellogg.

Require all vehicles to show Castilleja stickers on windshields so side streets do not

fill up with cars without detection.

PLEASE scrutinize the plans and install safeguards to help ensure compliance with the CUP and TDM.

Thank you,
Jim Poppy
100 block of Melville Avenue

From: [Ellen Smith](#)
To: [Council, City; Planning Commission](#)
Subject: Castilleja expansion
Date: Saturday, March 26, 2022 2:10:14 PM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

I have generally been opposed to the expansion proposed by Castilleja School because, despite its academic excellence and encouragement of young women, I think it has far outgrown its now unfortunate location in an otherwise wholly residential neighborhood and on a major commute artery. I have not been active in my opposition, but having received the following information from PNQL, I am moved to say that if half of it is accurate, this project should not go forward - especially with the blessing of a city council that has been sometimes only too willing to object to any threat to our hallowed single-family neighborhoods.

Per PNQL:

... with each change proposed, more ridiculous inaccuracies get revealed.

1. This project has taken so long because of errors in the plans and non-compliance with code and ordinances, and juggling how to fit a poorly designed, over-sized private school into a small lot in an R-1 zone
2. The school is screaming the process is taking too long, but this very important **Dudek GFA Study** published in Nov 2021 (five years into the process), showed that the school is 47,000SF in excess of code.
3. We've been saying (for 5 years) that the one building replacing 5 buildings is enormous for the site, and now we have been proven correct.
4. The **Dudek GFA Study** dramatically changes the Variance request; it isn't posted on the city's Castilleja website, so we have to provide a link to it.
<https://www.cityofpaloalto.org/files/assets/public/planning-amp-development-services/new-developmentprojects/1310-bryant-street/castilleja-school-building-survey-and-gfa-111721.pdf>
5. They tout "sustainability" while proposing to pump out water by the millions of gallons, in a drought, to dig a hole to hide surface parking spaces the neighbors have never complained about, and pour CO2 emitting concrete, and then allow exhaust to build up in an underground garage. **Is that acceptable to any R-1 neighborhood in Palo Alto?**
6. On-site parking currently supports a reasonable increase in enrollment (see Fehr & Peers report, <https://www.cityofpaloalto.org/files/assets/public/planning-amp-development-services/file-migration/castilleja/2021/13.pdf>). The staff report (pkt pg 64, D.i.) contradicts this; the staff report is wrong.
7. They want to move a perfectly good swimming pool to make room for their large building, taking away the surface parking, creating a need that doesn't currently exist.

As the **ARB pointed out on Mar 17**, an increase of 38,000SF of underground

classrooms, in addition to the 41,000SF underground that is already there, means a proposed 23 classrooms out of 58 (over 1/3 of the kids) will be in classrooms without natural ventilation and light. And the fact that they added buildings over the years in non-compliance with code is what they are basing their variance request on - **"We got away with it for so many years, we're entitled to keep getting away with it!"**

Ellen Smith



From: [Priyanki Gupta](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Castilleja reimagined
Date: Friday, March 25, 2022 4:30:07 PM

You don't often get email from priyanki_gupta@yahoo.com. [Learn why this is important](#)

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Dear Planning and Transportation Commission,

I am writing to enthusiastically support Castilleja's proposal to modernize campus, increase enrollment, and beautify the neighborhood. After your thoughtful review and approval of this project last year, it should be easy to approve it again, especially as the garage size is reduced to preserve more trees and the pool and the delivery access is also improved to further protect other trees. The ARB voted for the second time to approve the project just last week on MArch 17. I was so happy to hear that. Castilleja's project has only gotten better since the last time you approved it.

Since that time, the TDM at school has also proven to be agile and responsive, doing whatever it takes to keep car trips level in any circumstances—including a once-in-a-century pandemic. As fewer people rode the Caltrain during the pandemic, the school opened new bus routes and expanded its already-successful carpool matching program to ensure that when students returned to campus, they did not do so in single-occupancy cars. The community is committed to sustainability and improving quality of life in the neighborhood and the city by reducing traffic. TDM is not a passing phase, it is a way of life at Castilleja, and it's here to stay.

I think we are all finally on the same page in understanding that the garage will not bring more cars to campus. There is a cap on daily car trips. If the school exceeds the cap, it will not be allowed to enroll more students. After all the years that the school has invested in this new CUP process, it's abundantly clear that the school wants to enroll more students. Thus, they will stay under the cap. However, for critics who need more reassurance, there are external audits and consequences and the increase in students is GRADUAL and CONDITIONAL. It is ALREADY SELF-LIMITING: 25 to 27 students can be added each year IF CAR TRIPS REMAIN LEVEL. These many stipulations for enrollment increase are BUILT IN to the project. The school wants to succeed in meeting these requirements and has self-imposed conditions into their project. It's time to move forward.

I was delighted when you approved the project the last time, and I look forward to your endorsement of these improvements.

Respectfully,

Priyanki Gupta



From: [Laura Stark](#)
To: [Planning Commission](#)
Subject: Please support Castilleja and approve their plan
Date: Friday, March 25, 2022 10:32:09 AM

You don't often get email from laura.s.stark@gmail.com. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Planning and Transportation Commissioners,

I fully support Castilleja's plan to renovate their campus and expand enrollment and I am writing to ask you to support their project. Castilleja is one of Palo Alto's many gems and we must allow them to modernize and expand so that they can continue to provide the world class educational experience for girls in the Bay Area.

They worked very hard to take into account multiple rounds of feedback from the City and neighbors. It is time to approve the project and allow them to move forward.

Regards,
Laura Stark

--

Laura Stark [REDACTED] Palo Alto, CA 94301

From: [Annette Glanckopf](#)
To: [Council, City](#); [Clerk, City](#); [Planning Commission](#)
Subject: Castilleja
Date: Tuesday, March 29, 2022 12:47:42 PM
Attachments: [Comments to PTC on Castilleja on March 30.docx](#)

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Dear Planning Commission Members:

See my attached comments on Castilleja
Annette Glanckopf
Midtown Resident

Comments to PTC on Castilleja on March 30, 2022

I would like to add my comments to the discussion about Castilleja.

It is time to end the discussion about this project that has gone on for years, with hundreds of hours for staff, applicant, residents and supporters with much misinformation and inaccuracies leading to frustration by each stakeholder group.

This issue is **not** about woman's education, it is about a school that has continually violated the CUP enrollment numbers and has built 47,000 sf over code with no code enforcement. The issue is about **profit**. Every new student will add \$50-60K more revenue per year for the school. Just 100 new students, would provide at least \$5,000,000 more per year – with no tax benefit to Palo Alto.

Castilleja's proposed oversized building and garage will very negatively affect the neighborhood with severe environmental consequences and traffic nightmares. Palo Alto has high environmental goals; however, this project will do more in environmental damage than the positive benefit of years of residents converting to electricity. The concrete production alone is energy intensive. Concrete production accounts for 7% of all GHGs. Construction will require truckloads of debris and dirt removal, plus the hundreds of trips with new materials, including concrete trucks spewing pollution.

Embarcadero is already a traffic nightmare. Construction will cause additional jam ups with stalled cars, particularly when students are arriving and departing, and could create safety hazards for bikers, especially on the bike boulevard. Additionally, traffic, looking for a faster path, will flow through surrounding neighborhoods and affect their quality of life.

As for my recommendations, I would like to see the redevelopment:

- Omit the garage (or provide the smallest garage option). If a garage is built, count the proposed underground parking square footage in determining floor-area ratio.
- Do not cut down the established trees. Castilleja needs to come up with a plan that doesn't remove beautiful trees that delight the eye, shade the street and remove CO2 from the air. Let's respect the goal of Palo Alto as a tree city.
- Allow only a small increase in students. I do not support the phased future enrollment of 540 from their current enrollment in an R1 neighborhood, As many have cited before, only ¼ of students come from Palo Alto. There is no benefit to our community for Castilleja to expand so dramatically.
- Design with more modest multiple buildings, not the proposed monolith.

Finally, I am opposed to the new GFA definition for below grade parking facilities in the R-1 zone for non-residential properties, called out in the staff report (starting on page 35). This **will apply to all** non-residential uses conditionally allowed in R1 neighborhoods throughout the city. Plus it will encourage development of these properties and negatively affect neighborhoods abutting these properties, most notably Midtown.

Why give the school a variance for their benefit? Their proposed plans will wreak havoc on the environment and community, not only for the neighbors, but for any driver or biker on Embarcadero, and nearby streets to which traffic will migrate. Thinking about the environment -- really everyone in Palo Alto will be affected. Why should this project have specific zoning definitions created for them which will affect other neighborhoods by allowing extra development opportunities for other non-residential properties in R1?

From: [Carla Befera](#)
To: [Planning Commission](#)
Cc: [Council, City](#)
Subject: RE: Castilleja discussion 3/30
Date: Wednesday, March 30, 2022 5:41:16 AM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

To valued members of the Planning and Transportation Commission:

My family has owned a home across the street from Castilleja since 1968, when the school was welcome as a quiet and respectful member of the neighborhood. Certainly we understand the pace of living has increased for all of Palo Alto since that time.

We understand schools may ebb and flow with the times, and anyone living across from a public school expects a certain amount of happy noise and inconvenient traffic from time to time. But 75% of those attendees don't come from outside the city. Those students walk or bike to school, for the most part, and evening and weekend events are rare.

Unlike public middle or high schools in Palo Alto, Castilleja is not buffered from neighbors with extensive parking lots and playing fields and no local high school (or private business) counts on neighborhood street parking to mitigate its impact, as Castilleja proposes to do.

We ask you to consider the school's desire to modernize its buildings, but NOT to tie that authorization with an automatic increase in enrollment by 30%. The school has done nothing to prove it will honor its mitigation commitments to the City or the neighbors, and neighbors are acutely aware of how little oversight the City can provide, and how easily the monitoring measures can be circumvented.

In its current proposal, Castilleja says it plans to reduce traffic by **adding 30% more students** - with those students (75% from out of town) dropped off (2 trips daily) and picked up (2 trips daily). The school claims it will urge the use of carpools and count all traffic, but we know that only the cars that use the school's drop-off lanes and immediate streets will be counted - not the cars that we see every day parking a couple blocks away. **It is notable that the same school leaders who claim their impacts can be mitigated were also in charge when the school's enrollment shot past its agreed-upon 415 cap, to 450 students, and who ignored neighbors' concerns about parking and traffic issues, even though specific mitigations were outlined in the previous CUP.**

To this day, the school is not back to the enrollment level it agreed upon in

2000, a number the neighbors felt it could handle - provided the school ALSO instituted parking and traffic mitigations (which were not in fact implemented until the school sought additional growth).

There is discussion of setting an enrollment cap at 450 at this time, and letting the school prove it can mitigate the impacts, before allowing incremental increases. (Frankly, we would prefer the school be required to actually meet its current commitment of 415 before being allowed more, but it appears that ship has sailed.) But it would be obscene to allow the school to increase its enrollment to 540 at this time, in one fell swoop, based on metrics that are hardly measurable and which experience shows are not enforced.

We thank you for your consideration.

Carla McLeod

From: [Mary Sylvester](#)
To: ptc@cityofpaloalto.org; [Lauing, Ed](#); doriasummer@gmail.com; [Bryna Chang](#); [Cari Templeton](#); [Giselle Roohparvar](#); [Planning Commission](#); [Lait, Jonathan](#); [French, Amy](#); [Shikada, Ed](#); [Council, City](#); [City Attorney](#)
Subject: PTC Review of Castilleja Expansion Plan--3/30/22--CORRECTION: ONLY OPTION E PROTECTS TREE 89!
Date: Tuesday, March 29, 2022 7:37:38 PM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Commissioners, City Council Members and City Staff,

I am writing to make a correction on Point #3 below. It is only **OPTION E THAT WILL SAFEGUARD PROTECTED OAK #89**, not as I mistakenly stated on 3/28/22 that it is Option D that will safeguard #89. Please accept my apologies.

Thank you for your time.

Sincerely,
Mary Sylvester

On 03/28/2022 12:07 PM Mary Sylvester <marysylvester@comcast.net> wrote:

March 28, 2022

Dear PTC Chair Lauing and Commissioners,

I am writing as a 44-year neighbor of Castilleja School, living 1/2 block from the entrance to the school's Emerson/Melville parking lot, who is deeply concerned about the ecological impacts of the school's expansion project and how it undermines our natural environment! **Our community's environmental future is being threatened by City decision makers giving away fragile, irreplaceable natural resources to the highest bidders! Approving the Castilleja expansion project as proposed is not in our community's best interests!**

This letter will lay out 5 factual points about Castilleja's Expansion Plan that all intersect and cumulatively undermine our existing City of Palo Alto's Sustainability Goals (S-CAP):

1. Castilleja's proposed project is an Expansion Plan as the school is requesting an addition of 50,000 sq ft to the project's allowable square footage and a 30% increase in its student population.

2. The proposed swimming pool is within the groundwater table and like the 2006 construction of Castilleja's gymnasium threatens to waste countless amounts of irreplaceable groundwater.

3. Only adoption of Option D allows safeguard Protected Oak #89. Neither Option E or a combination of Options D & E as recommended by the ARB on 3/17/22, sufficiently safeguard Tree #89.

4. It is an oxymoron to state construction of an unneeded underground garage is an "environmentally superior" option as stated by Castilleja as thousands of cubic tons of irreplaceable soil will be trucked away, the removal of which will be extremely polluting, and will be replaced with a highly carbon producing substance, cement.

5. Castilleja's traffic plan does not result in net 0 carbon impact as claimed by the school (ad: P.A. Weekly, 3/25/22). It defies belief that adding 30% more students and at least 300 additional car trips per day will meet any rational person's sense of common sense, particularly as Castilleja refuses to implement mandatory shuttling as other private schools do.

INTRODUCTION

Castilleja operates in a R-1 neighborhood under a Conditional Use Permit (CUP--PAMC Section 18.76.01 *e)) as it is a nonconforming use in a residential neighborhood. How long are we going to *give away* highly valuable public resources (e.g. natural resources) to a very privileged school and threaten our fragile, irreplaceable natural resources and undermine the few zoning and municipal safeguards we have to protect residents?

I. EXPANSION PLAN

A. Square Footage Expansion

Castilleja, under Palo Alto's Municipal Code (Section 18), is allowed 81,385 sq ft. The school's new plan requests 128,687 sq ft. The school likes to argue that it is a reduction plan because they have illegally added sq footage to their campus over the years, now amounting to 138,345sq ft, which they want to count as their baseline, not their legal base. (see Dudek study, 11/17/21). The approval of Castilleja's EIR and Variance request was based on faulty information and needs to be re-reviewed with the 2021 Dudek data in mind.

B. Student Enrollment Expansion

Castilleja when filing their expansion plan and request for a new CUP in 2016 argued that 438 students were their legal baseline, with the support of City staff. As a result of neighbors hiring an attorney, it was established that 415 students was the school's legal baseline under their 2000 CUP. Consequently, 450 students as suggested by Council (4/21) and the PTC (12/21), represents a reasonable expansion.

II. THE PROPOSED SWIMMING POOL THREATENS THE WATER TABLE

Again we are revisiting Castilleja planning to build a structure that threatens Palo Alto's groundwater. Based on the letter and statement of Keith Bennett of Save Palo Alto's Groundwater's of 1/19/22 (attached), we learn that Castilleja again threatens the community's irreplaceable groundwater with its proposed pool as it did in 2006 with its new gym, costing Palo Alto millions of gallons wasted water that poured into local storm drains and down neighborhood streets.

"The pool deck is 15 feet below ground surface and excavation for the pool will extend to approximately 26 ft. below ground surface allowing for the 7.5 foot. depth of the pool below the deck, 1.5 feet for pipes and pumps plus an approximately 2-foot thick slab of concrete to reduce buoyancy when the pool isn't filled. The water table at this location is about 25 feet below ground surface in autumn, rising to about 18 feet below ground surface during winter storms. We must assume groundwater will be encountered during construction, as it was in 2006 for construction of the gym.

City staff has never accounted for whether a penalty was paid for the lost of such a valuable community resource!

III. ONLY OPTION D WILL ADEQUATELY SAFEGUARD PROTECTED OAK #89

Castilleja's expansion project threatens Palo Alto's tree canopy and undermines our Tree Protection Ordinance, particularly Palo Alto's protected trees. Both neighbors and community residents enjoy the natural beauty of the trees on the Castilleja campus, which also offer valuable heat protection to the streets but most importantly these trees provide invaluable carbon capture.

Only Option D will adequately safeguard the beautiful, healthy Protected Tree #89, not Option E or a combination of Option D and E as proposed at the recent ARB meeting (3/17/22)

IV. AN UNDERGROUND GARAGE IS NOT ENVIRONMENTALLY SUSTAINABLE OPTION

Underground garages are not allowed in R-1 neighborhoods except with approval of a variance (PAMC 18.10). Is there a "Substantial public interest" being served by the construction of an underground garage to justify construction of an underground garage in a residential neighborhood?

The construction and operation of an underground garage undermines Palo Alto's S-Cap goals. Removal of 60,000 cubic tons of earth (6000 truck trips) and use of cement, a carbon dense substance to produce. Castilleja's consultant, Fehr & Peers, in 2021 in conducting an audit of the school's existing parking, found that more than sufficient parking exists on campus, on the street and at the school's off-site parking location at First Presbyterian Church (Fehr and Peers, July 2021).

Free underground parking only serves as a magnet for students, parents and staff to drive to campus, thereby increasing neighborhood traffic and pollution.

V. ADDED TRAFFIC DOES NOT EQUATE NET ZERO CARBON

Castilleja has been touting its model Transportation Demand Management Project for years. I view this as a smoke and mirrors campaign to allow students, parents and staff to drive to campus with impunity as the school plans to monitor its own behavior.

It's unfathomable to believe that Castilleja can't implement mandatory shuttling for its students and staff with its existing electrical vehicles.

Numerous private schools such as Nueva, Notre Dame and Harker have well-developed TDM programs that keep student/family/staff car trips out of residential neighborhoods.

A transparent, verifiable TDM plan must be developed before Castilleja is granted a new CUP and Expansion Plan. At private schools such as Neuva and Notre Dame, students are not allowed to drive to campus and are encouraged to use public transportation and school transportation.

CONCLUSION

At a time when Palo Alto has so many pressing needs such as our natural environment, our inadequate affordable housing supply and our current financial situation, is the Castilleja expansion plan the project that the City wants to provide so many free, deleterious giveaways--uncounted extra square footage, an underground garage in an R-1 neighborhood, and destruction of trees, groundwater, soil and clean air--with NOTHING coming back for the betterment of the community?

Thank you,
Mary Sylvester
Melville Ave.
Palo Alto

From: [Andie Reed](#)
To: [Planning Commission](#); [Council, City](#)
Subject: Castilleja Expansion
Date: Tuesday, March 29, 2022 3:59:36 PM

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Commissioners:

Please refer to the pages in the 3-30-22 PTC packet for ease of following this discussion.

Packet Pages 67 - 70: SECTION 7. Variance Findings

A close reading of our variance laws show that Castilleja does not meet the criteria required. These pages in the staff report refer to PAMC code section 18.76.030 (c) "Findings". The bullets are arbitrary; I start with:

Packet page 67, bullet 3

- *The size of the campusdisproportionately constrains the campus compared to neighboring properties.*

Castilleja has FAR of .51 and wants FAR of .48. The FAR of adjoining properties range from .34 to .45. No property in the vicinity and same zoning district has what Castilleja wants. In fact, no R-1 property anywhere in Palo Alto is given an FAR of .48.

Per 18.76.030(c)(1)(B), a variance must not consider "[a]ny changes in the size or shape of the subject property made by the property owner or his predecessors in interest while the property was subject to the same zoning designation."

The large size of Castilleja's site is due to its incorporation of the 200 block of Melville in 1992, which occurred after the R-1 zone was adopted, and after the FAR rules came into effect (despite planning commissioners being told otherwise by staff). Basing the request on the lot size does not meet the legal test imposed by our municipal code.

Packet page 67, bullet 4

- *As recently as 2006, the school has been permitted to replace existing square footage in excess of current development standards through the issuance of a CUP, without the need for a variance.*

Castilleja should have requested a variance at the time, although it likely would have failed to qualify. The Arts Building (1998) and the Gym (2006) were both built after the FAR rules were in effect in Palo Alto. Not having obtained the correct approval in the past is a special circumstance of this owner that legally cannot be used as grounds for granting one now.

Packet page 67, bullets 5 & 6

- *There currently exists on the parcel 138,345SF of legal, countable building square footage (GFA).*
- *The proposed project will reduce GFA on the site compared to existing conditions....*

Both of these statements are irrelevant. The excess is not legal as (a) the volumetric portion wasn't even disclosed and (b) the CUP was inadequate to make the other excess

portions legal, as staff has admitted. The Dudek GFA study produced in Nov 2021 gave the official measurements of GFA. Proposed (128,687SF) is slightly less than existing (138,345SF) and significantly higher than allowed (81,379SF). One can qualify for a variance for excess floor area, but Castilleja does not qualify. There is no mention in the Variance rules that allow a Variance based on prior square footage. The school is requesting 47,000SF in additional gross floor area in excess of code.

Packet Page 67, 2.

The granting of the application shall not affect substantial compliance with the regulations or constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and in the same zoning district as the subject property.

Every site of any size, smaller and larger than Castilleja's throughout R-1, is subject to the exact same FAR rules, so granting the variance to Castilleja would specifically provide it a special privilege and thus precludes a variance. No R-1 site in the city has an FAR of 0.48, so it is clearly a special privilege.

Packet Page 68, 3.

3. The granting of the application is consistent with the Palo Alto Comp Plan and the purposes of the Zoning Ordinance. (packet page 68)

This application is not consistent with the FAR requirements in the R-1 Zoning Ordinance, which require a FAR of .303.

Packet Page 69, 4.

4. The granting of the application will not be detrimental or injurious to property or improvements in the vicinity, will not be detrimental to the public health, safety, general welfare, or convenience. (packet page 69)

Granting the variance is part of a larger effort to expand the campus, including the underground garage and pool, and thus helps enable these environmentally detrimental events.

Castilleja has been a successful private school at this same location for 100 years. There is no qualifying criteria listed in these findings that would allow granting a Variance for floor area in excess of allowable by code.

Thank you for your attention to this matter.

Andie Reed
Palo Alto, CA 94301
530-401-3809

From: [Bruce McLeod](#)
To: [Planning Commission](#); [Council, City](#)
Subject: Castilleja: Fehr and Peers parking study
Date: Tuesday, March 29, 2022 3:42:14 PM
Attachments: [Castilleja parking study comments PTC 032922.docx](#)

Some people who received this message don't often get email from mcleod.bruce@gmail.com.

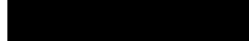
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Please consider the attached comments on this report.

Thank you

Bruce McLeod



Palo Alto,CA

City of Palo Alto
Planning and Transportation Commissioners
250 Hamilton Avenue
Palo Alto, CA 94301

March 29, 2022

Re: 1310 Bryant Street; Castilleja Expansion Project
Fehr and Peers neighborhood parking study 23 July, 2021

1. In the parking overview (p. 3), Senior Lot B is described as having 26 spaces and primarily used by seniors driving to school. The number of these spaces occupied by the school vans is not listed although it is significant and effectively reduces the parking available to Seniors, forcing these students to park off site.
2. Re: Table 1 (p. 5)
 - a. The school frontage along Bryant between Embarcadero and Kellogg lists 14 spaces. Given the three Castilleja driveways this is an unrealistic. Parked cars regularly restrict visibility from the driveways to cars and bikes using Bryant. No monitoring at non-peak hours.
 - b. The school frontage of Kellogg between Bryant and Emerson shows 20 available spaces. Since most of the block near Emerson is restricted for school buses, this is unrealistic. There are also no curb restrictions at either the Bryant/Kellogg corner or the Castilleja driveways. Parked cars regularly restrict visibility and access to the school. No monitoring at non-peak hours.
3. The onsite parking analysis cites an average of 80% usage of the 89 onsite parking spaces and concludes “therefore, on average, it is easy to find parking at the school (p. 8).” Yet, there are consistently Castilleja vehicles parked during the school day on the non-frontage streets surrounding the school. Why is that if it is easy to park on campus.
4. Fehr and Peers in their analysis of the non-frontage parking conclude that the factors driving increases on those streets during school hours may be attributable to a variety of non-school factors. They neglect to mention the school factors that are driving some of this parking. First, and probably foremost, is that the school publishes a map of the surrounding neighborhood with curb areas in red (neighbors unfriendly to the school and likely to complain) and green (neighbors who are supporters and will not complain). This is particularly true for the following areas: the South side of Kellogg between Bryant and Waverley, the east side of Bryant between Kellogg and Churchill, and both sides of Waverley between Embarcadero and Churchill. It is especially galling to have the report suggest that Gamble Garden events could be adding vehicles since the garden has ample parking for their ongoing visitors and only impacts the neighborhood a few times each year for large events.
5. Finally, Castilleja’s leadership) has consistently stated that the school identifies and monitors staff and student vehicles (Nanci Kauffman reiterated this publicly to the PTC. Nothing could be further from the truth. There are no stickers, tags, or any identification of vehicles that would allow neighbors (or Fehr and Peers, for that matter) to identify Castilleja vehicles parked on the street. Their “monitoring” extends only to the frontage sides of the street and is limited to notices on parked vehicles to “register with the school.”

Castilleja treats the parking along their frontage as a right. A right to which no other school in the City is entitled. Fehr and Peers has obfuscated the true impacts of Castilleja’s parking in the neighborhood.

Thank you for your consideration,

Bruce McLeod,


Palo Alto

From: [Bruce McLeod](#)
To: [Planning Commission](#)
Subject: Castilleja CUP application
Date: Tuesday, March 29, 2022 3:39:14 PM
Attachments: [School Site Size Grades 9-12 PTC 032922.docx](#)

You don't often get email from mcleod.bruce@gmail.com. [Learn why this is important](#)

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Please consider the attached re: Castillja school site size vs. State guidelines

Thank you

Bruce McLeod



Palo Alto, CA

Re: 1310 Bryant Street; Castilleja Expansion Project
Site recommendations for grades nine through twelve
<https://www.cde.ca.gov/ls/fa/sf/guideschoolsite.asp#Table6>

While Castilleja is an elite private school, it is useful to compare the property to the State of California school site development guidelines. The table and notes below are taken from those guidelines. A school serving the current middle and high school enrollment would normally be between 19 and 24 acres – Castilleja has less than 7 acres.

The guidelines also ask that secondary schools provide additional parking for 50% of the school’s enrollment. In Castilleja’s case, using even the current CUP allowed enrollment of 415 (an average of approximately 60 students per grade or 240 high school students) this would mean an additional 120 spaces over and above the minimally required on-site parking spaces. This is meant to keep students from parking in the surrounding neighborhood, a situation that the immediate neighbors have consistently complained about and that Castilleja’s own consultants have freely noted in their parking studies. I have included the relevant development table and State guidelines below.

| Area Use | Enrollment up to 400 Usable Acres Required | Enrollment 401 to 600 Usable Acres Required | Enrollment 601 to 800 Usable Acres Required | Enrollment 801 to 1000 Usable Acres Required | Enrollment 1001 to 1200 Usable Acres Required |
|-------------------------------------|--|---|---|--|---|
| Physical Education | 13.8 | 15.6 | 17.6 | 19.5 | 19.8 |
| Buildings and Grounds | 3.3 | 4 | 5.1 | 6.3 | 7.6 |
| Parking and Roads | 2.1 | 3.6 | 4.4 | 5.2 | 6.1 |
| Total acres without CSR | 19.2 | 23.2 | 27.1 | 31 | 33.5 |
| Added Buildings and Grounds for CSR | 0.4 | 0.6 | 0.8 | 1 | 1.2 |
| Added Parking and Roads for CSR | 0.1 | 0.2 | 0.2 | 0.3 | 0.3 |
| Total acres with CSR | 19.7 | 24 | 28.1 | 32.3 | 35 |

Notes:

CSR: refers to Class Size Reduction (20 instead of 30), in this case for an enrollment of over 400 there is a minimal difference in the recommended school site size

Student parking at secondary schools: Secondary schools generally provide additional land for student parking. This provision allows students who drive cars to park on the school site rather than occupy street parking throughout a neighborhood.

When student parking areas are located to permit use by the public attending athletic events or community events, more land than is needed for student parking must be provided as determined by the capacity of the gymnasium, stadium, or auditorium. In the past many school districts provided student lots with a minimum parking capacity calculated on 50 percent of the school enrollment. Thus a high school of 2,000 students would provide parking for 1,000 cars at 380 square feet per car - an area of 380,000 square feet or about 8.7

acres of land - **in addition** to the space needed for staff and visitor parking. The number of students driving cars differs for each school, but this amount of land is usually adequate for all school purposes.

Unusual or exceptional site conditions are defined in the *California Code of Regulations, Title 5, Chapter 13 of Division 1, Section 14010(a) and (b)* as follows:

- a. The net usable acreage and enrollment for a new school site shall be consistent with the numbers of acres and enrollment established in the 2000 Edition, "School Site Analysis and Development" published by the California Department of Education and incorporated into this section by reference, in toto, unless sufficient land is not available or circumstances exist due to any of the following:
 1. Urban or suburban development results in insufficient available land even after considering the option of eminent domain.
 2. Sufficient acreage is available but it would not be economically feasible to mitigate geological or environmental hazards or other site complications which post a threat to the health and/or safety of students and staff.
 3. Sufficient acreage is available but not within the attendance area of the unhoused students or there is an extreme density of population within a given attendance area requiring a school to serve more students on a single site. Choosing an alternate site would result in extensive long-term busing of students that would cause extreme financial hardship to the district to transport students to the proposed school site.
 4. Geographic barriers, traffic congestion or other constraints would cause extreme financial hardship for the district to transport students to the proposed school site.
- b. If a school site is less than the recommended acreage required in subsection (a) of this section, the district shall demonstrate how the students will be provided an adequate educational program, including physical education, as described in the district's adopted course of study.

Re: Castilleja:

1. The above exceptions are intended for public schools serving local populations. Castilleja chooses to serve affluent students from a wide region. Since the location is a school choice the size of the property is not a hardship nor is it an excuse to overdevelop.
2. Even allowing for the lack of recreation space, Castilleja is significantly undersized for the school size with no space for even their staff parking, let alone student or event parking. Nothing in the current proposal addresses this deficiency

Thank you for your consideration,

Bruce McLeod,


Palo Alto

From: [Magic](#)
To: [Planning Commission](#)
Cc: [Council, City](#)
Subject: castilleja
Date: Wednesday, March 30, 2022 2:06:34 PM

You don't often get email from magic@ecomagic.org. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

Dear Planning and Transportation Commission and City Council members,

I write to once again express my strongly held view that the Trustees of Castilleja School have flouted the law, abused the school's neighbors, and set a sad example of disintegrity for students of the school. I urge you to reject their dissembling, their rigid insistence upon expanding both enrollment and built space by the same amounts during the entire five and a half years this issue has been before you, and their complaints about how long they've been delayed.

Castilleja is already overbuilt by contrast to statewide norms for school sites, and trustees have constructed and occupied more than an acre (47,000 ft²) of floorspace in excess of that allowed by code. They are proposing to nearly double the amount of underground classroom area without natural ventilation or light, flying in the face of abundant evidence of the benefits of these.

School supporters apparently think that throwing money to lawyers, architects, and consultants willing to advocate for whatever they're paid can prepare young women to lead in a world where adverse impacts of past pursuit of narrow interests are increasingly felt by all. I perceive that cosseted with wealth and status, both they and Castilleja students become ever less able to see and shed the delusion that is at the root of our predicament.

Thank you for considering these views.

Respectfully,

David Schrom



From: [Leslie Wang](#)
To: [Council, City](#); [Architectural Review Board](#); [Planning Commission](#)
Subject: Castilleja's modernization project
Date: Wednesday, March 30, 2022 12:46:35 PM

You don't often get email from remleywang@yahoo.com. [Learn why this is important](#)

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Dear Commissioners,

I am writing to express my support for Castilleja's modernization project. As a long-time Palo Alto resident and champion of all kinds of education—public, private, single sex, coed, etc—I am left wondering why this project is still up for debate. Palo Alto constituents want this project to conclude so that we can all move forward as a community and focus on far more pressing issues like housing, climate change, and more.

I support Castilleja's project because it is a solid proposal. Years of research, revision, debate, updates, conversations, redesign, time, resources—and more—have led to a project that is **ready for approval**. The plan checks all the boxes. It removes cars off the street. It increases the existing canopy of trees. It will maintain current car trips and cause no new trips. The facade of the building along Kellogg has been improved to blend seamlessly with the neighborhood. While not comprehensive of every feature in the plan, each of those aspects has been intentionally designed to meet neighbors' expressed needs while also allowing the school to operate as an well-respected institution to educate girls. Castilleja has compromised. They have listened to more than six years of neighbor's commentary since the project first appeared on the City agenda. And at each juncture, the School has returned with plans that directly address neighborhood voices.

Please support the 69 car underground garage option. Council's direction to limit the capacity to 52 cars was completely arbitrary. With a capacity of 69 cars, the school can fulfill the number of spots required by city code AND maintain the goal of getting more cars off our streets. Adding 17 cars creates no additional traffic AND it does not affect any trees. Please support the maximum capacity.

The plan you have before you addresses comments from key stakeholders: neighbors, City Council, the PTC, the ARB, citizens from throughout Palo Alto, and the Castilleja community. Now, the School needs your guidance to take them across the finish line.

Thank you,
Leslie Wang
Lowell Avenue

From: [Hank Sousa](#)
To: [Planning Commission](#); [Council, City](#)
Subject: Castilleja Expansion
Date: Wednesday, March 30, 2022 12:41:19 PM

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Hello Commissioners. I'm Hank Sousa and live two houses away from the school.

There is an obvious, healthy solution to the parking issue and that is to shuttle in the girls that currently get dropped off and picked up.

Many of the cars that arrive at the school each morning utilize the 89 parking spaces currently existing on campus. Additional school workers and students park on the school's side of the streets which provide an additional 53 spots on Bryant, Kellogg and Emerson. We neighbors don't use those spots as there is plenty of room for our cars on the other side of the streets. This has been a long standing gentlemen's agreement. Moving the pool so a Costco sized building can take up one side of the 200 block of Kellogg removes too much surface parking. The school is causing a problem that doesn't currently exist.

Here's a solution:

- School keeps their existing parking lots and street parking.
- Swimming pool stays where it is saving important trees.
- School builds their new building with a few tweaks and enlarges shuttling program, continues to park on campus and on streets surrounding the school and shaves off 18 months from the building schedule by skipping the garage.
- Many of us neighbors are ok with enrollment increasing to 450, but pause it there for a number of years. Nanci has stated in the past that 450 was the pedagogical optimum.

The garage's construction is unhealthy and if completed remains unhealthy for people inside it and neighbors breathing in the resulting carbon monoxide which would be exhausted into the neighborhood.

Please keep these suggestions in mind when you consider the school's proposed expansion. Recommend the existing parking lots be worked

into the new building construction and save time and health for both neighbors and school attendees.

Thank you for listening to the concerns of us who live within a couple blocks of the school.

Regards,

Hank Sousa

[REDACTED]

From: [Jeff Levinsky](#)
To: [Planning Commission](#)
Subject: Castilleja: Problems with Proposed Ordinance
Date: Wednesday, March 30, 2022 8:25:33 AM

You don't often get email from jeff@levinsky.org. [Learn why this is important](#)

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Dear Commissioners:

The proposed ordinance on packet pages 180-182 to amend the Gross Floor Area definition suffers from a number of defects:

1. Spot Zoning: The provision is drafted to exclude Castilleja's garage from gross floor area but could not apply to any other R-1 parcel in Palo Alto due to the size limit of six acres and requirement for a historic resource. This is a classic example of "spot zoning," by which one property in a zone is treated differently than all others. Such zoning wholly undermines the perception of a fair and unbiased government and often is illegal. That this ordinance is being deliberated in a quasi-judicial hearing further demonstrates the City does not believe it will apply to many properties as would a normal ordinance.

2. Immense Loss of Impact Fees: By one estimate, new commercial gross floor of this nature pays about \$30.50 per square foot in impact fees, which go to pay for affordable housing, parks, libraries, public safety, and community center facilities in our city. Exempting a 24,294 square foot garage (the proposed size under Scheme E, per packet page 192) from gross floor area would cost the city over \$740,000 in impact fees. The loss will be even greater if a larger garage is allowed. Commissioner Chang asked for information on this loss at your January 29, 2022 meeting (per packet page 114, line 27) but there is none in this new staff report. The response by Assistant Director Tanner in January (packet page 114, line 29) did not address impact fees. If you do opt to recommend the garage, ask staff for alternatives that will generate the impact fees.

3. Imprecise Language: The phrase "base required on-site vehicle parking" is not defined in our code, as earlier noted by Vice Chair Commissioner Roohparvar. "Required parking" is simply the number of spaces the City requires, so that would mean after any adjustments the City offers for TDMs.

4. Unforeseen Consequences: Restriping can change how much parking a facility provides. If a garage were exempted and then restriped to provide more parking, would it entirely lose its exemption? Or only part of it? The ordinance doesn't explain how this would be resolved. If the entire facility would be grandfathered, is then restriping to add more vehicles allowed?

Similarly, what if Castilleja someday reduced its number of teaching stations, which in turn would lower its required parking. Would the parking facility then lose its exemption?

We are not aware of any other gross floor area exemption in our Municipal Code being dependent on its capacity, so it's no surprise that the proposed ordinance creates novel problems.

5. Unprecedented Exemption: Consistent with the spot zoning problem, please note

that no other site within Palo Alto has been allowed to exempt both parking and underground commercial space from gross floor area. In R-1, basements are exempted but parking counts as gross floor area. In commercial zones, occupied basements are not exempted from gross floor area but parking structures are. But Castilleja would be allowed to exempt both. So the proposed ordinance treats Castilleja differently than every other property in Palo Alto.

6. Unnecessary Exemption: The proposed ordinance isn't needed because surface parking can suffice. Castilleja currently has 89 spaces above ground. With the 14.4% TDM reduction proposed by staff (packet page 192), only 89 spaces are needed. Castilleja confirmed at your December 8, 2021 meeting (see page 16, line 27 of minutes) that they will be reducing their building footprint from what exists today, meaning they will have more free space for surface parking. Also, the ramps and egress lanes for the garage require about 4,000 sq. ft. of surface space, so eliminating the garage creates yet more room for above-ground parking.

Based on these many legal and financial concerns raised by the proposed ordinance, I urge you to offer the City Council alternatives that would either generate the impact fees or simply eliminate the garage.

Thank you,

Jeff Levinsky


Palo Alto, CA 94303