

From: [Andie Reed](#)
To: [Planning Commission](#)
Subject: Castilleja Expansion
Date: Wednesday, March 30, 2022 3:35:29 PM
Attachments: [School Density 2019 chart.pdf](#)

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I'm Andie Reed, I live across the street and down one house from Castilleja. I represent a neighborhood group, PNQLnow.org, that has been involved in trying to reduce the scope of Castilleja's expansion for many years. We all want the school to modernize and rebuild, within code and reason. It could have been done years ago.

My point today is that the neighbors have not been included in any authentic way all this time, not with the school and not with the city. There is a pattern; it's a one-way street. We study the plans and the reports, do the research, meet with our neighbors, and discuss flaws and confusions in the documents.

For 5 years, we have been taking these issues to the planning staff. It goes one way. Nothing we say takes hold, we are not given a place at the table, although everyone knows who we are and where we live. The school is required to meet with neighbors twice a year; our concerns go one-way, us to them. We get nothing back. The one revealing statement we got in 2018 I think it was, was a trustee who was exasperated with our questions and said "we will do what the city tells us we can do". In other words - we don't have to listen to you; this is all form, neighbors, not substance.

For example, regarding the proposed Conditional Use Permit, packet pages 70-86, these conditions are astounding in their reflection of what the school wants, and disregard for neighbors needs and interests. Who's protecting the neighbors? This CUP goes much further to give the school autonomy over the neighborhood than the current CUP, from 2000, when John Lusardi told the school to stop coming back for more students.

Here are a couple of examples:

Of course you know the school remains overenrolled, and now wants more students. This is highly unusual; most private schools abide by their agreements.

As an aside, I need to clarify some statements in your last mtg, on Jan 19. When overenrollment was being discussed (draft minutes, pgs 5 - 7), a commissioner asked about the school's highest enrollment, staff said 450 and that the school had decreased since then - sort of true; they reduced for 2 years when it became public, and then dared the city to revoke their CUP and just stopped reducing for 3 years until our neighborhood group, PNQL, paid an attorney to write the letter to get the school back on track. I know this because I got the emails.

The commissioner goes on to conclude that the overenrollment wasn't discovered because of neighbor complaints, that the school self-reported, and staff agreed. Again, this is another urban myth we have to spend our limited public time to address. The school says they self-reported their overenrollment in 2012; there's no record, but let's just say they did. If so, the city didn't do anything about it. In late 2013, due to neighbors' complaints at a meeting, the school admitted publicly their enrollment numbers; it was reported in the POST (Jen Newell was at the meeting), and then the city took action. It was because of the neighbors' complaints. So why is the staff disseminating the school's talking points? Why didn't anyone ever ask the neighbors about the traffic in 2013, if you're going to quote what the school says? You know us, know how to reach us.

ENROLLMENT #4, packet pg 70: "The school may enroll a maximum of 540 students".

The city council MOTION of 3/29/21 states, "Allow an enrollment increase starting at 450 students". It goes on to ask the PTC to look at allowing a further increase to 540, "contingent on their verified compliance with" **The MOTION does not say the school may enroll 540 students.**

Events #6, (packet page 71): We complained about events in 2017, to Hilary Gitelman, who said that the language wasn't specific enough, so they couldn't make the school abide by "5 large and several other" ... but the next CUP would be much better at reflecting neighbors' needs and interests. Now the staff is recommending 70. Based on what? I hear things at these meetings where the school is asked "if you get this increase, how many events would you absolutely need for the best results". The city staff has not asked the neighbors - "when are you impacted, how often, what works and what doesn't, what do you suggest, what could you live with?". Why do the school's needs trump the neighbors? Why is Palo Alto concerned with making an already popular and successful girls' school even denser and more action-packed?

Events #7, (packet page 72): "The Director of Planning and Development Services may approve a request to use the school's campus by the PAUSD up to 5 times per year without it counting towards the events number."

Why is this even being suggested, to allow PAUSD, which controls hundreds of acres of Public Facility-zoned school property, to use Castilleja, which is on 6 acres in an R-1 zone? And not count it? Is the school benefiting at the expense of the residents?

Community Engagement #18, (packet page 74): Currently, the school is required, under their current CUP, to meet with neighbors twice a year "to provide an open dialog regarding the neighborhood issues". Since COVID, they ran the meetings via zoom, not the friendly kind where you see who's there, see faces in little boxes and can have a conversation. No, they ran the kind of zoom that only allows the school's faces, they won't tell us who's in attendance, they hijacked the agenda and had the moderator say "we can only talk about school operations, not the expansion". Reading today's staff report, I am shocked to see that the proposed CUP #18 uses terms like the school shall "host regular neighborhood meetings, to report on school operations, receive feedback, and attempt to problem solve....". This concerns me, as they will waste our meager hour talking about the school's business when this is supposed to be our hearing. That may seem like a small thing (and remember, the school counts these as some of the imaginary 50 meetings they have with neighbors to solicit input about the plans....) but they are important to us; to join with our friendly neighbors and air our grievances. Obviously, these should be run by an independent third-party not hired by Castilleja.

And please pay particular attention to TDM item #20.

TDM #20, (packet page 75): *Sixty days following the effective date of the Council's action, the school shall prepare the final version of the TDM plan The TDM plan required by this condition does not need to be a verbatim restatement of the TDM but shall include ... measures and criteria where appropriate.*

First, why would the City Council approve this application before the TDM plan is completed? This item appears to be letting the school OUT of following their own TDM. Language like "where appropriate" rings loud bells in my head. Pls. ensure the TDM is final before sending to CC for approval.

This proposed Conditional Use Permit completely shuts out any input from the neighbors, much of which we've been discussing with staff for 5 years. In fact, during the summer of 2019, ten neighbors from Kellogg, Emerson, and Melville streets met around dining room tables and took the current CUP apart and worked up a draft NEW Conditional Use Permit. In Aug 2019, representatives from all 3 streets went in to the planning department, described our work and handed them a copy, with sample CUPs from other schools, that were simple and direct. The planning staff assured us we would get input into the CUP. We were snookered. That was the last we heard about it and now you are being asked to approve a CUP neighbors are seeing for the first time.

My last item is about charts. Please go to page 185 in your packet. You will see some charts ostensibly prepared by staff, but I think they originated from the work PNQL produced and sent into the public forum. We're glad they are being put to use.

However, these don't appear to arrive at any conclusions with the data. I think staff is trying to point out that some schools get more events than Castilleja is asking for. However, without comparable data, by showing apples to apples, for example; we're left just reading columns of words and numbers. Packet Page 42 lists some schools and then remarks that Paly has over 100 events. Paly is on 44 acres on Public Facility zoned site and Castilleja is 6 acres in R-1. So I don't know what that means.

PNQL has used this same data and come to some easily identifiable conclusions: (see School Density 2019 chart, att'd).

Castilleja is far denser (student per acre) than any other middle and high school, private or public, in Palo Alto. Why does it matter? It explains how crowded the school site is already, compared to other schools. And why does it matter? Because when you're talking about events, Paly (on 44 acres), Menlo (on 62 acres), Woodside Priory (51 acres), they can park hundreds of cars on-site and their event venues sit in the middle of these large acreages. That's not the case with Castilleja, on a tiny 6 acre lot, surrounded by narrow residential streets.

In fact, their noisiest amenity, the pool is being proposed to move from the interior to very near Emerson St. Imagine water polo matches. Even being recessed 15 feet isn't going to lower the decibels on the loud speakers and the screaming parents and fans (see 3-17-22 ARB packet pgs 51 - 52; it appears some bleachers may be at-grade). Moving the pool from the interior to 50' from the properties on Emerson also takes away the surface parking. Surface parking is much less impactful to residents than a pool. Please give that some thought.

Castilleja is already successful, has been for 100 years, therefore does not suffer under constraints would allow them to qualify for a variance (wanting to grow is not a valid constraint); and suffers no hardship keeping them from using their site the same as any other R-1 neighbor (also required for a Variance), but they are asking for a Floor Area Ratio of .479, that no other site in Palo Alto is allowed. The site is allowed .303.

This Gross Floor Area information was just generated Nov 2021 (5 years into this process), and it's called the Dudek GFA study, the link is on packet page 31, footnote 3, which confirmed existing GFA. This is a huge big deal, proves that the variance request is 47,000SF. Commissioners and council members have directly asked staff to tell them what is the allowable square footage and what is the proposed, and what is the difference. Staff has never provided this very obvious and easily accessible information.

That's the kind of new information that should require the city to step back and say, "hey,

Castilleja, modernize your campus and take a small enrollment increase. Or split the campus and grow. Or move. We could use the 6-acre site in an R-1 zone for housing”.

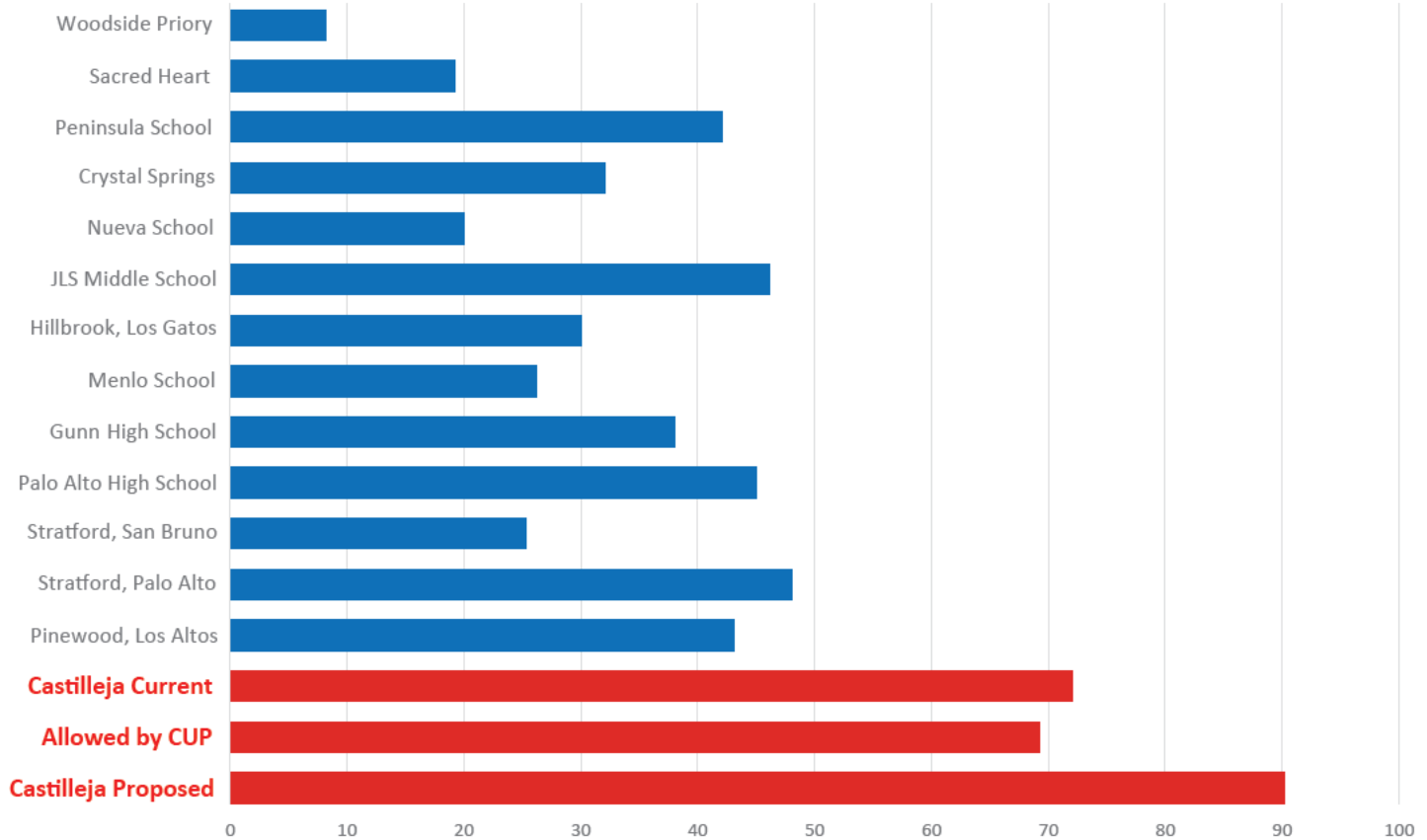
Castilleja has deep pockets and limitless options.

Thanks for all your diligent hard work on this project.

Andie Reed
Palo Alto, CA 94301



Comparison of Student Per Acre Density - Local Public and Private Schools



	ACREAGE	ENROLLMENT	DENSITY
Castilleja (current)	6	434	72
Castilleja (allowed by CUP)	6	415	69
Castilleja (proposed)	6	540	90
Pinewood - Los Altos	7	300	43
Stratford - Palo Alto	10	482	48
Stratford - San Bruno	10	250	25
Palo Alto High School	44.2	1994	45
Gunn High School	49.7	1885	38
Menlo School	31	795	26
Hillbrook - Los Gatos	14	414	30
JLS Middle School	26.2	1205	46
Nueva School K-8 & High School	36	713	20
Crystal Springs Middle & High School	10	323	32
Peninsula School	6	252	42
Sacred Heart	64	1186	19
Woodside Priory	51	385	8

From: [marcela millan](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Support for Casti project
Date: Wednesday, March 30, 2022 9:14:38 PM

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Dear PTC,

I am writing in support of Castilleja's project. It's clear that Castilleja's Traffic Demand Management program (TDM) will be vital to their mitigating traffic once their enrollment grows. I just wanted to write to express a few points about their already successful, and ever expanding TDM program.

1. As has been well documented, the school has been very successful executing TDM results to date, reducing traffic by ~ 30% in the neighborhood.
2. It can not be said enough times: the school will not be able to increase their enrollment if traffic increases. It seems that this requirement is not discussed enough. Opponents who worry about growth or "expansion" must remember that the school *will not be able to grow unless they manage the car trips*. There are so many measures built into the plan to ensure compliance.
3. To illustrate the school's agility and investment in TDM, they added new bus routes to school during the pandemic since families were uncomfortable putting students on trains. The goal of all of these shared rides is the same: keep cars and traffic from the neighborhood.

Companies and other organizations in Palo Alto should all be instituting TDM measures, and Castilleja is proving to be a strong test case for successful mitigation. Going forward, it sounds like Castilleja will further expand their rideshare options, and I hope other businesses do the same.

I also wanted to support the decision of the ARB who was recently in favor of a garage size that maximizes the number of underground parking spots (69 vs 52) and in favor of the garage design that preserves an additional oak tree.

I appreciate your service, thank you.

Marcela Millan



From: [Kimberley Wong](#)
To: [Planning Commission](#)
Cc: [French, Amy](#); [Lait, Jonathan](#); [Shikada, Ed](#); [Council, City](#)
Subject: Safety Comments regarding Castilleja's Expansion project at the 3/30/22 PTC meeting
Date: Wednesday, March 30, 2022 9:53:32 PM

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Dear Planning and Transportation Commissioners,

After more than 5 years of deliberation and redrafting of the Architectural plans, Castilleja is no closer to creating a safe and environmentally friendly campus.

We've seen a lot of shuffling of square footage, parking spaces and rooflines like puzzle pieces, but the safety concerns I had initially with the project are still bothering me. The safety of students, staff, residents of Palo Alto and neighborhood still need to be addressed.

1. Building a garage endangers the environment by creating huge amounts of greenhouse gasses and threatens the underground water table during construction
 2. Bringing in cars onto a Bicycle boulevard from the busy Embarcadero road and cuing cars into an underground garage increases dangers to bicyclists and drivers.
 3. Asking students to walk through an underground garage under a sewer line to emerge out to the campus exposes them to environmental hazards
 4. Asking students to attend classes in basement classrooms with no outside ventilation or light wells is hazardous to their physical and mental state. Commissioner Hirsh of the ARB was also very concerned with this last issue as well.
- The beautiful promotional video Adam Wolbach presented did not show us how massive the building was from the Kellogg side, or take us through the underground garage and its exit on Emerson, or into these basement classrooms with so called "bounced light".

As a parent of a daughter I can understand concerns that parents will have about hazards that this project poses to their girls. Rather than going with the party line to support Castilleja's plans, I suggest parents study the plans more carefully and ask detailed questions to understand what conditions will be like in these many basement classrooms and in the garage for their daughters.

To the PTC commissioners, I ask you to withhold approval of the latest plans until these safety concerns have been properly addressed. The health and welfare of all the students, parents, staff and residents should be paramount to the decisions you make on this project.

Thank you,

Kimberley Wong

From: [Bill Burch](#)
To: [Planning Commission](#)
Subject: Thank you and my notes from the 3/30 PTC meeting
Date: Thursday, March 31, 2022 10:16:21 AM

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Dear PTC Commissioners and staff,

Thank you for the opportunity to present my thoughts during the Castilleja public comments portion of last night's meeting. Below are my notes for review and adding to the public record.

With appreciation,

Bill Burch


Palo Alto, CA 94303

Good evening Commissioners and staff. My name is Bill Burch, and I am here to speak once again in support of Castilleja's application for a new Conditional Use Permit.

As I shared the last time I spoke with you, my family has lived in Palo Alto for over 40 years. During that time we've come to love and appreciate our community. A community that's seen unprecedented change. What was once known as agriculture's "Valley of Heart's Delight" is now known as Silicon Valley..leading the world with innovative technology that has changed everyday life on every level.

Castilleja School is only a few years younger than this City that has progressed so much. In fact, by the time Bill and Dave started working in their garage on Addison Street just a few blocks from the Casti campus, Castilleja had already had been educating young women for 31 years.

But for the past *15 years*, Castilleja has been frozen in time. Other schools throughout Palo Alto have been allowed to update and improve their facilities with cutting-edge science labs and updated art studios.

All the while, homes surrounding the campus have been taken down to the ground and rebuilt anew with energy-efficient systems that meet Palo Alto's sustainability goals. Castilleja, too, wants to be part of a sustainable future and its plans include net-zero energy, fossil-fuel-free operations, water reduction and reuse, and over 100 new trees.

At this point, I have to ask, what are we waiting for?

Like many Palo Altans, we have seen how our valley has moved from apricot groves to office parks in a relatively short period of time. I know how easy it can be to conflate *change* with *growth*.

But let me stop right here. In the case of Castilleja, change does not *automatically* equate to growth.

If anything, the school is becoming *smaller*, minimizing its impacts in every way possible as it updates its campus.

Let's look at this with regard to traffic.

Since 2013, Castilleja has reduced daily car trips *by up to 31%*. This is a change, but as I said, not all change represents growth. Instead, traffic is reduced by almost one-third and, under the conditions of approval, it will *need to remain at that level*. It is at this reduced level that Castilleja will be expected to function in the future, *no matter how many students are added*.

Regarding events

With the plan before you, Castilleja will reduce the number of on-campus events by 30%, limit hours of operation, *and* work under the most restrictive CUP for any school in the region.

With regard to scale

Let's begin with the Circle, the heart of campus. The new plan makes the Circle smaller..drawing activity into the center of the block, increasing the setbacks, and pulling the buildings away from neighboring homes. The redesigned rooflines will be lower and more varied, more in keeping with the scale and shape of the neighboring homes.

With regard to square footage

There is a lot that has been said during these hearings about the square footage, and these conversations plow deep into the weeds very quickly. I think this is because it takes real work to find a way to characterize this change as growth. But two points stand out.

- • First, the above-ground square footage of the new learning spaces is smaller than the count of the structures it is replacing.
- • Second, the proposed above-ground square footage falls *well below the current permits*, and applying new regulations to old permits doesn't change that fact.

These are good changes, and they do not represent growth.

Castilleja has been operating as a school on this block for well over a century. The school had already been open for a year when the first Model T rolled off Henry Ford's assembly line. It predates zoning, and it predates every single one of us attending this meeting tonight. And, it will be around long after we are all gone.

This historic school is asking for permission to change, not to grow.

When I hear the arguments *against* this proposal, I feel that many of them are based in fear. But to address those fears, please look closely at the proposal and the Conditions of Approval.

First, traffic *cannot increase*, even as more students join the community. Fearful voices say it can't be done, that increased enrollment equals increased traffic. If that is true, then the school will *not be allowed to enroll more students* and, in fact, might be required to reduce the number of students depending on traffic conditions. There is nothing to fear here.

OK, let's take a moment to hone in on the tasks given to you by the City Council last spring. Two points.

Number One

- • The Council members asked you to find a path from 450 to 540 students in this proposal.
- • *They did not ask you to determine another number.*

Number Two

- • The Council members asked you to find a path from 450 to 540 students in this proposal.
- • *They did not ask you to create a new process that involves reapplying for a new CUP each year.*

Let me speak to this specifically. At your most recent hearing about this project, I heard some Commissioners suggest that the school should be forced to return to the City to apply for a new Conditional Use Permit *each time it hopes to grow by 25 to 27 students*.

As someone who has experienced the “Palo Alto Process” first hand, including my Dad who served on the Council, I must express that I completely oppose this idea. It is a misuse of City resources.

Our City staff and volunteers like you—Commissioners, board members, and Council members—have already spent *years* reviewing this proposal. The accountability measures are *built-in* to the conditions of approval. CUPs have *never* been and *should not* become an annual process. Certainly the length of time it has taken to review *this* one proves that.

Within their directive to find the path to 540, the City Council members have signaled their faith in Castilleja *and in you*. The City Council members have clearly told you that they believe this can be done, and I wholeheartedly agree.

So I ask again, what are we waiting for?

I realize that we are in an era of polarizing “anti-growth” in Palo Alto. In this case, I urge you to support this project as it does *not* represent growth.

To fulfill your mission as a Commission, you are asked to make recommendations to the City Council about the Comprehensive Plan, which (quote) “reflects community values and provides a collective vision that both guides preservation and growth and change.” (end quote). In this case your work is easy, you are overseeing change, *not* growth.

Just positive change. Change that

- • opens doors
- • educates children
- • creates opportunity
- • improves the environment
- • beautifies the neighborhood
- • limits traffic
- • reduces impacts

This is the good kind of change, and to love this City, to really love it, you have to follow in the footsteps of those who came before us and continue to embrace the spirit of innovation and change.

What are we waiting for?

Thank you.

From: [neva yarkin](#)
To: [Planning Commission](#)
Subject: from neva yarkin
Date: Thursday, March 31, 2022 2:47:47 PM

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March 31, 2022

Here is my speech from yesterday's PTC meeting.

Neva Yarkin

PTC meeting, March 30, 2022

My name is Neva Yarkin and I live within 600 feet of Castilleja on Churchill Ave. My family has owned this property for close to 60 years when Castilleja was a boarding school. **My family** has no affiliation with Castilleja at all.

Adding another 125 students to Castilleja will only lead to **more traffic congestion** in the area because 75% of the students come from outside of Palo Alto. Castilleja tries **to spin** the idea that by adding 30% more students they **can reduce traffic**. Maybe that could happen if **all the** students were **fully shuttled** into the school.

Building a parking garage with **Entrance** --Embarcadero/Bryant and **Exit**-- Emerson/Embarcadero will only add to Palo Alto's **traffic** problems.

Instead, **Castilleja students** will be dropped off all over on the surrounding streets by the school. How will this help **traffic congestion** or reduce our **Greenhouse Gases by 2030?**

This will become more of a **city wide** problem with traffic.

Who will accept one lane of Embarcadero used for backups trying to get into this parking garage to drop off students?

During construction, over 3,500 dump trucks will be needed and several hundred cement trucks will also be used. This will be a **huge impact** for the neighborhood and Palo Alto while Construction is going on.

Isn't it time for Castilleja to split their campus **like** Pinewood, Crystal Springs, Nueva, and Harker Schools if they want to expand further?

Why does the neighborhood have to **carry the burden** of Castilleja's Expansion?

Why would we have to think about renting or selling our houses for a good quality of life?

Please limit the expansion.

Thank you for your time.

Sincerely,

Neva Yarkin

From: [Lorraine Brown](#)
To: [Planning Commission](#)
Subject: In support of Castilleja
Date: Tuesday, April 5, 2022 3:52:02 PM

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Dear PTC - I want to resubmit in writing my comments that I made at the hearing last week. I hope you will focus on the facts, the findings in the EIR, and abide by the goals of the city's comprehensive plan and vote to support the project, including the option with more underground parking.

First: I want to address the continued mischaracterization of the Castilleja project as an "expansion". We need to be accurate in our language and call it what it is: a campus modernization, similar to what other schools in Palo Alto have completed. Asserting that a "Costco-sized" building will replace the current building on Kellogg Street ignores the FACT that the proposed plan (which has been redesigned several times AND approved by the ARB—twice) is SMALLER than what is there now. Please just look at the plans. The update is beautiful, it reflects the neighborhood aesthetic, and again, the massing is less than what we see today. It is not an expansion.

Second: declaring that the school's existing above grade square footage is significantly in excess of what code allows ignores the FACT that Castilleja, as a school, operates under a CUP. The Conditional Use Permit dictates the school's permitted square footage (which is different from a residence because of a CUP). The standards are different for a school than they are for a residence. That's a fact. The whole reason that the school must apply for a CUP is because it is NOT a residence and residential codes do not apply.

Third: I hope we can finally put to rest questions about the FAR. Castilleja's current FAR is 0.51 and the proposed FAR will be 0.48. I will say it again, this is not an expansion. The school has revised these plans again and again because the goalposts keep moving. It's time for this to stop. Countless other Palo Altans like me believe that time has come for the project to be approved. The school has come forward with excellent mitigation measures, built-in consequences, and plans for compromise. Now you can do as you have been charged and focus on the facts and not be sidelined by misinformation.

Last, one point about enrollment: I suspect the word "expansion" came in part from the school's request to increase enrollment. It is imperative that people understand the facts: 540 is contingent on the success of the school's TDM program and is ONLY attainable if car trips remain below 383 which, by the way, is significantly below the 440 trips in the school's original proposal. Said differently, 540 is a goal but not a guarantee, fully contingent on the school's TDM performance, and enforceable by measures in the CUP. The school may never meet that number, especially with the lower trip cap. These traffic mitigations are central to the entire proposal, and no

“expansion” in enrollment will happen unless the traffic in the neighborhood is fully mitigated.

Thank you,
Lorraine Brown
Walter Hays Drive

From: [Lian Bi](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Casti Project
Date: Tuesday, April 5, 2022 9:10:11 PM

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Hi:

My name is Lian Bi and I have lived in Palo Alto for xx years. I'd like to talk to you about the parking garage Castilleja is proposing. As a near neighbor, I support a parking option that moves more cars below grade and away from the Bike Boulevard. I would much prefer to walk along a car-free, tree-lined street. I understand that in March of 2021 the City Council suggested that the school should only move 50% of its allotted parking spots underground. This is an improvement, but since more can be moved below ground without impacts on trees and the environment, I believe that is the better path. Just two weeks ago, the ARB indicated that they'd prefer a parking garage that has more spots. 69 in fact. They concurred that a parking structure that removes as many cars from the street as possible is the best option. If I recall correctly, in January, you were debating between parking garage option D and E. The ARB suggests a blend of the two options - Option D below ground and Option E above which maximizes both tree preservation AND green space WHILE minimizing City street parking.

The good news is that the ARB has already carved a path that you can continue following. Since you, the PTC, have already approved Castilleja's plans, this shouldn't be a difficult decision to approve again. The school has been compromising for years, the ARB agreed to a compromise with elements of Plan D and Plan E. I really appreciate this, and I sincerely hope you keep these points in mind as you discuss Castilleja's latest revisions. With all of this compromise behind us, the time to approve is now.

Best
Lian Bi

From: [Tina Kuan](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Castilleja Street School
Date: Wednesday, April 6, 2022 3:15:58 PM

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

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Dear Planning and Transportation Commissioners,


I am writing to express my fervent support of Castilleja School. Thank you for your service regarding the Castilleja project. It is a surprisingly contentious issue considering that both sides of this debate want the same thing, fewer cars in the neighborhood. Castilleja has done that in two ways:

1. By reducing daily trips to campus by 25–31%
2. By submitting plans to move street parking below ground.

As far as reducing trips, the school will continue to do this after the CUP is approved because in order to enroll more students, daily trips cannot rise above current levels. The good work the school has done on TDM will only become more comprehensive. The ARB supports this, as evidenced by their recommendation for a parking structure that meets the maximum number of car spots allotted by code.

And as far as moving street parking below ground, you have five options before you. All of them move parking off neighborhood streets. All of them shift part of the drop off and pick up below ground. All of them reduce the overall size from the original proposal. All of them preserve trees. You can't go wrong. Just select a plan and make a recommendation to City Council. It is well beyond time for this excellent project to be approved. The ARB voted for Option D (accommodating a larger underground structure of 69 cars) with the garage design of option E so that an additional oak tree could be saved. Sounds like a great compromise to me. Please support this spirit of compromise and bring this years-long process to a successful conclusion.

Respectfully,
Tina Kuan



From: [Roger McCarthy](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Copy of Roger McCarthy"s remarks made at the 30 March PTC meeting
Date: Thursday, April 7, 2022 11:29:10 AM
Attachments: [Roger McCarthy remarks to 30 Mar 2022 PTC meeting.pdf](#)

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For the record, a printed copy my remarks to the 30 March PTC meeting are attached.

Dr. Roger L. McCarthy

[REDACTED]
Palo Alto, CA 94301

[REDACTED]

Remarks of Roger L. McCarthy of 650 Waverley Street to the PTC meeting on 30 March 2020:

My name is Roger McCarthy, and I am here to speak in support of Castilleja School's proposal. But first, I would like to thank you all for your time and service on this board and the work you have done so far.

I urge the PTC to approve as quickly and expeditiously as possible the changes and upgrades to the Castilleja project that have now undergone MULTIPLE YEARS of review. I have spoken to you in support of Castilleja before because I strongly believe this project must be approved. I am deeply invested in seeing this project gain approval and break ground. While we have argued over the relatively insignificant details of Castilleja's plans, hundreds of young women have missed the opportunity to study in an all-woman environment of an exceptional educational institution that EVERY indicator predicts would have made them more successful particularly in the STEM fields. We have now reached the point where this horrendous NIMBY delay has become unjust to the future of young women whose only sin is they can't vote.

By way of introduction, I lived for more than 20 years, about a mile from Castilleja. Although I have a daughter, I have never sent a child there. I have no connection with Castilleja past or present and have never even set foot in the place. My interest in this issue stems solely from the concerns of the Nation's top technical hierarchy, the national academies. I am an officer and Treasurer of the National Academy of Engineering, a Governing Board member of the National Research Council, and a Director of The National Academies Corporation.

For reasons I am sure everyone understands, we must make a national priority increasing representation of women in STEM fields. If technology's future is going to reflect our values, our nation desperately needs more women leaders in tech. All Girls schools play a critical role in that effort in Silicon Valley and around the world. During their formative years, study after study has found that young can develop and grow their leadership skills faster and more effectively in an all-girl school environment. This is particularly evident in the rate at which girls who graduate from all-girl institutions eventually go into the STEM fields. The only argument about this evidence is the rate; are they three times¹ more likely or six times² more likely?

Outstanding institutions educating women are the best opportunity we currently have to address our national disgrace of not having enough women in the STEM fields. While this national problem cannot be solved by Palo Alto alone, we can do our bit if we stop arguing over 1 or 2 trees (apart from the fact Castilleja plans to plant 100 new ones) or a few thousand square feet and start looking at the big picture.

Over the years, this project has evolved. Castilleja has offered numerous revisions and revisions of revisions in the interest of compromise. Sadly, every time Castilleja offers a compromise, the "goalposts" are moved. When first submitted, the hope was to enroll 540 as soon as construction was complete. Now, there is no guarantee that they will ever enroll 540. A series of compromises have made that number a goal with high hurdles.

¹ https://www.ncgs.org/wp-content/uploads/2018/12/ResearchReport_FINAL.pdf (accessed 22 August 2020)

² https://www.heri.ucla.edu/PDFs/Sax_FINAL%20REPORT_Sing_1F02B4.pdf (accessed 22 August 2020)

The school agreed that it would only enroll 540 if daily trips remained below 440, which was already a count that had been reduced by aggressive TDM and represented a 14% reduction to the standard under Castilleja's existing CUP.

Over time, though, as the goalposts were moved again, the daily trip count was reduced further. If Castilleja wants to reach 540 students in the current proposal, the daily trip count must remain below 383. That's significantly less than the original 440 and represents another significant compromise.

The school only wants to offer more opportunities to more young women, so they will do everything in their power to keep trips below the count. That is the only way they can reach 540.

All of this represents the compromise about enrollment. With their directive to you to find a path to 540 students, the City Council has conveyed that they believe in this compromise

Next, I want to talk about the compromises regarding the garage. The EIR, which you previously recommended for approval, found no significant impacts for this entire project, including a much larger garage than the versions you are reviewing tonight. The last time you voted on the project in 2020, those of you who are attorneys agreed that the city code supported the underground parking. As this proposal comes before you tonight, the staff has suggested an amendment the City Council did not ask for. This is just another unjustified movement of the goalposts. Let's not forget that Palo Alto's Comprehensive Plan calls for parking to be moved underground. The collective legal wisdom on your Commission has already asserted that it is not disallowed by the code.

The last series of compromises I'd like to address regards square footage. The accuracy of the square footage counts has been called into question, but the good news is there is no doubt. The current permits have been verified, and an audit has been done on the existing structures. We know what is permitted, and we know what is there. Everything is in compliance with Palo Alto's municipal code, following very particular rules about above-ground square footage and basement space.

The new conversation from opponents about volumetrics is another ploy to again move the goalposts. They assert that Castilleja needs to create residential types of spaces because it happens to have been built in an area long long before it became a neighborhood and long long before it became an R-1 residential zone. To state the obvious educational spaces are not living rooms or kitchens. Classrooms and labs, and teaching studios are not built like homes. Neither are libraries or museums or places of worship—all spaces known to have particularly high ceilings and therefore "volumetrics" that are quite different from residential spaces. Quibbling is now about the fact that that gym, which was built 20 years ago, has high ceilings. Gyms, houses of worship, art galleries, and libraries—by nature, do have high ceilings. But we agree that all enrich our lives. Even so, that completed project is not part of this proposal. It is finished and separate.

Ultimately, this process has involved years and years of compromise, which has only been met by more and more demands from a small group of vocal neighbors. It never seems to end with them, as the goalposts keep moving. As city leaders, I trust you to put a stop to this unreasonable process. The garage is permitted under code. The new building's square footage falls below that allowed under current permits. The enrollment is contingent upon strict traffic limits. The compromises that have led to this version of the proposal leave no more risks and only benefits for the neighborhood.

As a former CEO of a company operating in 16 different locations, I don't have time here to address all the impracticalities of a satellite campus.

And, finally, let us not forget we should be collectively ashamed that this whole Castilleja discussion is being driven by nitpicking R1 zoning (aka "exclusionary zoning"), invented in Berkeley in 1916 solely to achieve racial segregation.³⁴

I urge the PTC to finally approve this long-delayed and worthwhile project.

³ <https://www.kqed.org/news/11840548/the-racist-history-of-single-family-home-zoning> (accessed 16 November 2021)

⁴ <https://www.berkeleyside.org/2021/02/24/berkeley-denounces-racist-history-of-single-family-zoning-begins-2-year-process-to-change-general-plan> (accessed 16 November 2021)

From: [Douglas Charles Kerr](#)
To: [Planning Commission](#)
Subject: Castilleja School Neighbor
Date: Tuesday, April 12, 2022 8:00:58 AM

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Hello,

I write as a neighbor—Churchill Ave—and supporter of Castilleja School. The school is a nationally renowned institution and delivers girls the unique opportunity to learn in a single-sex environment and benefit from the school's outstanding leadership curriculum. More high school girls from Palo Alto should have this opportunity if they seek it. I hope to see the enrollment grow.

I am impressed that Castilleja has consistently demonstrated respect for the City and neighbors by proposing a solution that allows the school to grow without adversely impacting neighbors. Castilleja has met with neighbors over 50 times and iterated its plans meaningfully in response to the variety of opinions in the neighborhood. It's time to finally move forward.

I see absolutely no traffic from the school during non-Covid times and dismiss any claim of traffic as false. I furthermore, do not understand the argument that it lessens the "quality of life." If people are really concerned about that, they should focus on the many houses that have no occupancy. I can count at least 10 within the few blocks around Castilleja.

Best,
Douglas Kerr

From: [Christina Gwin](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: support for Castilleja
Date: Monday, April 11, 2022 8:11:47 PM

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Dear Commissioners,

I support Castilleja's project. I am a near neighbor who is increasingly growing frustrated by many in the community who are refusing to compromise. Castilleja's plan has been independently vetted and publicly scrutinized. It has been revised over and over and over. The School has proven that it is capable of listening, modifying, complying, and delivering. I understand the perspective of many nearby homeowners who purchased their homes when the school primarily served boarders (the school had also already been around for several decades). Life was different then. We are fortunate to live in a vibrant community with access to phenomenal resources—both public and private. But let's face it, Palo Alto and our surrounding neighborhoods have become more vibrant because life in Silicon Valley has changed dramatically, even in the last 15 years. I fear that in an attempt to hold on to the past, the future of our community is being compromised. The future is about providing a strong foundation for children. Education is a means to that end, and Castilleja simply wishes to grant more children-girls—the opportunity to learn in the only non-sectarian girls school in Northern California. Yes, we have fantastic schools around us, but Castilleja is the only of its kind for hundreds of miles. And yet, a girls' school is being told it is "too ambitious." The irony of this statement is not lost on me.

Those facts aside, Castilleja's modernization proposal is strong on its merits. An underground garage will move cars off the street, preserve greenspace, and improve the Bryant Bike Boulevard. The academic buildings have been designed keeping student wellbeing top of mind. Plus, the building footprint is a reduction of what is currently on campus. Everything about the proposal has been under review for years. Neighbors have shared their opinion. Experts have weighed in. The School has updated the plans to integrate all these voices. The plans are ready.

Please, keep the FACTS at the forefront of your deliberations as you work towards finding a path to approve Castilleja's project.

Thank you,
Christina Gwin
Churchill Ave

From: [Pete and Laura Zappas](#)
To: [Planning Commission](#)
Subject: In Support of Castilleja
Date: Monday, April 11, 2022 7:05:59 PM

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

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Commissioners,

I am writing to express my support for the Castilleja School project. The School's plans have several features that will significantly improve the neighborhood aesthetic: reduced square footage, less massing, lower rooflines, great setbacks from the street, and still present a beautiful design.

Castilleja's modernization plan has taken into account years of neighborhood comments and years of compromise. It's time to approve their incredibly thorough and thoughtful project. I see many mutually beneficial aspects of the project:

- Enrollment increases are contingent upon keeping car trips capped at current levels. Incentives to comply are already built into the plan, and there are many incentives.
- An underground parking garage removes cars from the street and makes Bryant's bike boulevard safer. The option of a 69 car garage maximizes this benefit.
- More than 100 new trees will be planted; the latest design of the pool and parking garage actually saves additional trees.
- The facade on Kellogg integrates design elements that reflect the character of the neighborhood.
- The entire plan has a square footage that is less than the current above ground square footage. It is a reduction, NOT an expansion.

I hope you also agree that Castilleja's project has enumerable merits. It's environmentally sound and exceeds the goals set forth by Palo Alto's master plan. The school has worked tirelessly to present credible options that improve traffic patterns, aesthetics, and quality of life for everyone without harming trees. Aren't we all in agreement that the entire community will benefit from the aforementioned?

Please consider these points and approve Castilleja's plan. It's time to forge ahead, support the only secular all-girls school in the Bay Area, and rebuild our community. When we focus on the education of our children, all of society will benefit.

Sincerely,
Pete Zappas

[REDACTED]

Palo Alto, CA 94301

[REDACTED]

From: [Gloria Carlson](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Castilleja
Date: Sunday, April 10, 2022 7:56:08 PM

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Dear Commissioners,

I am writing in support of Castilleja's modernization project. I am a 40+ year resident of Palo Alto and live right off of Embarcadero Road. I have seen our city grow and prosper through the years and am grateful to live in a vibrant place that features outstanding education, innovation, and culture.

While neither I nor my daughter attended Castilleja (we both attended PAUSD schools), I am a strong supporter of single sex education for those families seeking the opportunity. Castilleja is renowned across the country for its outstanding curriculum educating young women to be our future leaders. It's a well documented fact that business and government need more women leaders, and Palo Alto should be proud of what Castilleja stands for and teaches.

For that reason, I ask you to support their updated project, including the underground garage and higher enrollment. As I stated, I live off of Embarcadero, and while traffic has grown through the years, it is absolute hogwash to suggest that Castilleja plays any part in that traffic. Castilleja's small enrollment -- even when it grows to 540 students -- is a miniscule part of the economic fabric of our city when compared to Stanford, tech start ups, and Paly traffic. The school should be allowed to modernize and grow, to offer more opportunity to girls seeking single sex education -- and the school's rigorous TDM program, as well as the limitations spelled out in the conditions of approval will prevent any traffic impact. The EIR for which you recommended certification affirms that. Let's get this project approved and in the process get as many cars as possible below ground in the underground garage. Let's beautify our streets by preserving greenspace rather than parking cars.

Thank you for your continued attention to this project and vote to approve.

Sincerely,
Gloria Carlson, Santa Ana Street

From: [Stewart Raphael](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Recommending Castilleja Project
Date: Saturday, April 9, 2022 2:43:56 PM

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Dear City Leaders,

I'm Stewart Raphael, a 9 year resident of Palo Alto.

When I spoke to you last year in December, I spoke about the need for increased enrollment at Castilleja - about the power of their all-girls education and also the effectiveness of the school's TDM program in mitigating any impacts from that enrollment increase.

I find it hard to believe that we're still debating this topic, so I'd like to take this opportunity to restate the results of Castilleja's robust TDM program:

The school has reduced traffic in the neighborhood by around 30%, thanks to the requirements placed on all employees and students.

Their proposed CUP adds additional TDM measures, to further mitigate traffic in the neighborhood. Examples include: guaranteed emergency rides home for employees who don't drive, new bus and shuttle routes, and an internal Castilleja "lift" service.

They've demonstrated their commitment to TDM. The school added new bus routes from San Mateo, Burlingame, and Woodside when students from those communities were fearful of taking the train during the pandemic.


The underground garage WILL NOT bring additional cars to the neighborhood, because it can not. Car trips to the neighborhood are capped.

And, please remember that the Final Environmental Impact Report showed there to be no negative impact on traffic related to the new garage, as long as drop off and pick up were distributed around campus, as planned.

I asked you then, and I ask you now: please recommend approval of this project so that opportunities for girls and young women can be expanded, and the campus can be modernized with no negative impacts.

Respectfully yours,

Stewart Raphael



From: [Joanne Lin](#)
To: [Planning Commission](#); [Council, City](#)
Subject: Castilleja
Date: Tuesday, April 12, 2022 3:56:19 PM

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Dear Commissioners:

Please have Castilleja School more thoroughly describe the alert system for exiting the proposed underground garage. We neighbors need to understand what the plans are for pedestrian and bike safety and how this proposed commercial garage will affect us.

We live across the street from the proposed exit, and although neighbors have asked this question for years, the school has never provided an answer. Just recently, at the March 17, 2022 Architectural Review Board meeting, the school's attorney stated that there will be both audio and visual alerts when a vehicle exits the proposed underground garage. Are there flashing lights and beeping bells every time a car exits? How loud are the audio alerts and how long will they be in duration? Does the gate clang shut? It is very important that these details be completely explained to the neighbors impacted.

This is a residential neighborhood and cars exiting an underground garage exit will face Melville Street. Melville, which dead ends into Emerson, is already a difficult and dangerous corner to make a left or right turn onto Emerson. Please require that the school keep the existing surface parking. It is not environmentally sound to build an underground garage in order to end up with the same number of parking spaces that are already available.

We've also become aware that moving the swimming pool puts it approximately 50 feet from residents' properties on Emerson. Why hasn't this very important information been brought to the attention of the neighbors? Apparently, some of the bleachers will be at-grade (ARB staff report, pg 51-52). Please explain how this could be compatible and not detrimental for our residential neighborhood with large crowds and cheering fans right outside our front doors. Would this be acceptable in any other neighborhood?

J. Lin
K. Edwards

From: [neva yarkin](#)
To: [Planning Commission](#)
Subject: from neva yarkin, Castilleja Expansion
Date: Thursday, April 14, 2022 2:37:36 PM

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April 14, 2022

Letter to PTC and CC

Dear PTC Members,

Castilleja Expansion

I have some major questions that I think should be answered before the PTC makes their final decision on Castilleja expansion.

Why has the variance (square footage) been forgotten?

Isn't 47,000sf a **significant community give away** for Castilleja's expansion?

What about the bike boulevard that is used by school age students and the rest of the community? Wouldn't this be **another community give away** if this expansion is approved?

Some other issues I feel are equally important are the following:

Adding another 125 students will increase traffic. **Backups on Embarcadero** will occur. This will cause **1 lane** on Embarcadero to be backed up trying to get into the parking garage. Instead, Castilleja parents will drop their daughters on surrounding streets in the area. Explain to me how this will be beneficial for all the citizens of Palo Alto?

"Mayor Pat Burt believes the city can still achieve its objective of cutting greenhouse gas emissions by 80% by 2030." Having over **3,500 dump trucks** and hundreds of **cement trucks** during construction for a parking garage would not be at all environmentally friendly. It would cause air pollution, toxic materials in the air and ground, possible loss of groundwater, and more traffic among other obstacles. Shouldn't Palo Alto be a leader on environmental issues? Aren't parking garages **obsolete** now because of environmental issues?

What is the dollar amount, of time spent on this project, from city staff, city consultants, that have been poured into this project? What about all the volunteers (Commissions, Boards, City Council, neighborhood, community members, etc.) for their time and energy devoted to this project?

Countless hours of Time, Money, and Energy have taken away from other important issues in

Palo Alto like Housing, loss of City Revenues, Train Crossings, Covid, Homelessness, Crime, etc.

The **future vision** of Stanford is to buy 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 **Castilleja wants** to expand further **like Stanford** there is plenty of areas to expand in.

Thank you for all your **volunteered** time you have spent on this issue.

Neva Yarkin



From: [Andy Lichtblau](#)
To: [Council, City](#); [Architectural Review Board](#); [Planning Commission](#)
Subject: Letter to City
Date: Friday, April 15, 2022 10:41:12 AM

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Dear City Leaders,

I have lived on Lowell Ave for over a decade. My home is just a few blocks away from Castilleja and we, like many of my neighbors, have also gone through a recent home remodeling project. Construction and renovation is never fun, but the end result always makes the process worth it. I understand the patience, energy, privilege, and time it takes to see a project through to completion, but I have to ask: are we really on year SIX of evaluating Castilleja's proposal? In that time, I have seen more than a dozen new homes built or major remodels within 3 blocks of where I live. I haven't heard my neighbors complain about those projects. I haven't heard complaints about square footage accuracy for these huge single family homes. In fact, it appears like a third of the homes in Old Palo Alto, where Castilleja is located, aren't even occupied!! When we talk about a housing shortage, let's call it what it is: the privilege of owning a home in Palo Alto AND leaving it unoccupied.

I'm tired of hearing people talk about privileged students at Castilleja when they themselves don't enter the conversation recognizing their own privilege of owning and living in a home in Palo Alto. This is a community with a lot of resources, but not every individual who attends Castilleja—or other schools in our area, for that matter—comes from a traditionally privileged upbringing. Education is a factor in leveling out the privilege that runs deep in communities like Palo Alto. Castilleja is one of many private schools in the area that offers opportunities to students from ALL backgrounds to thrive. On year six, I ask you to think about how many students have been denied the opportunity to thrive because of the endemic privileged voices that are creating obstacle after obstacle to stall approval of a solid, well-researched, and sustainable proposal. We can do better. We NEED to do better. Approve Castilleja's project.

Sincerely,

Andy Lichtblau
Home Owner


Palo Alto, CA 94301

From: [JIM POPPY](#)
To: [Planning Commission](#)
Subject: No blank check for Castilleja. Please protect our neighborhood
Date: Friday, April 15, 2022 11:25:09 AM

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PTC and City Council,

Please do not give Castilleja a blank check to do whatever they want without any oversight or enforcement. There are many outstanding issues that remain unresolved.

Unfortunately, the planning department is an advocate for the school and has compromised the entire process with a lack of transparency.

1. Variance. The school is asking for a variance to allow a huge increase in GFA. 41,000 sq ft above what is allowed. Do not approve this! Why should the school get such a massive exemption? Do not let the planning department continue to evade the magnitude of this!

2. Enrollment. City Council gave PTC instructions to review how enrollment increases could happen beyond the recommended starting point of 450 students. The planning department assumes that an increase to 540 is already part of the proposal. Enrollment must stay at 450 until construction is done and a proper and accountable measurement of traffic can be instituted. A TDM is a theory, not a guarantee. Total traffic must be measured, not just student traffic at peak times. And the TDM committee must include at least two neighbors who are not sympathetic with the school.

3. CUP. The CUP was devised by the school and planning department without any regard to neighbors. And the City has never been able to enforce the Castilleja CUP, which has allowed illegal enrollment for over 15 years. Please put some teeth into the CUP with severe penalties and neighborhood oversight.

4. Trust. Why would you trust the school after they have threatened you with letters from lawyers trying to concoct bogus comparisons? The head of school lied to the ARB recently about tree protection, saying the plans had been approved by urban forestry. And the school has pocketed millions of dollars illegally with over-enrollment. The school claims that the TDM will "guarantee" compliance, which is also bogus. Do not trust the school administrators! They are making you look bad.

Please provide neighbors and the broader community with carefully worded and enforceable guidelines. A blank check is not a form of governance.

Thank you,
Jim Poppy
Melville Avenue

From: [Wileta Burch](#)
To: [Architectural Review Board](#); [Planning Commission](#)
Cc: [Council, City](#)
Subject: Castilleja Project
Date: Friday, April 15, 2022 4:26:04 PM

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Dear City Council, ARB, and PTC Members,

I am a longtime resident of Palo Alto, and I am writing in support of Castilleja School. I recognize that you are at a very important point in this process, and I want to highlight one important fact. As someone who has been a close observer of the city process for decades now, I think we all have to acknowledge that the school has been put through round after round of review and revision. After all of these years, the plan before you now needs to be sent to the council for approval for several reasons.

1. It is an outstanding improvement to the neighborhood.
2. It is a welcome investment in the educational infrastructure of Palo Alto.
3. It is built from meaningful compromise from the school leadership.
4. It is permissible within the city code and supported by the Comprehensive Plan.
5. It is time to offer educational opportunity to more girls without creating more traffic.

I realize that your vote was split over the garage the last time you weighed in on the garage. I hope in the intervening time, you have been able to review the application, plans, and conditions of approval for the underground parking that was easily permitted at Kol Emeth. It really would be a terrible mistake to veer away from established precedent to treat Castilleja unfairly.

I thank you for the time that you devote to the citizens of Palo Alto, and I look forward to your fair and unbiased recommendation to approve this proposal—including the parking garage—to the city council.

Sincerely,
Wileta Burch

City of Phoenix - 4000 PDC - C-1000
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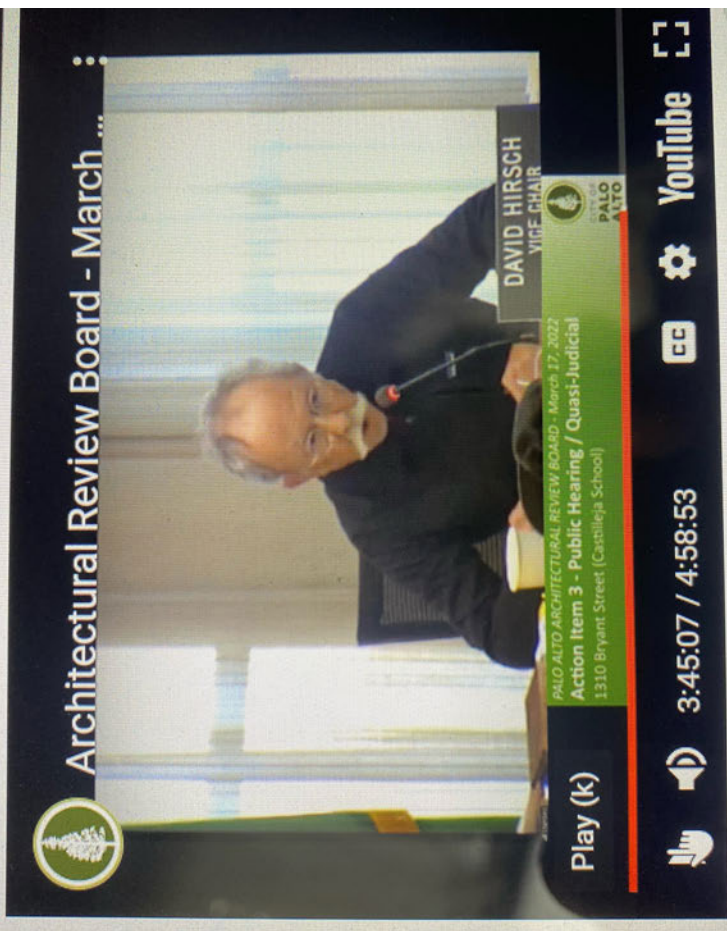






HEARING/QUASI JUDICIAL: 1310 Bryant Street (Castilleja
Architectural Review Application Remanded by City Council
Redesigned Academic Building, Alternative Parking Optio

Architectural Review Board - March ...



DAVID HIRSCH
VICE CHAIR

PALO ALTO ARCHITECTURAL REVIEW BOARD - March 17, 2022
Action Item 3 - Public Hearing / Quasi-Judicial
1310 Bryant Street (Castilleja School)

Play (k)

3:45:07 / 4:58:53

YouTube

earing: Discuss Revisions to Objective Design Standards

From: mamelok@pacbell.net
To: [Planning Commission](#)
Cc: [Council, City](#)
Subject: Castilleja
Date: Sunday, April 17, 2022 12:30:34 PM

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The Planning Commission should deny approval for the Castilleja expansion project for the following reasons:

1. The expansion is not consistent with long term goals of Palo Alto
 - a. It will increase traffic (why is a large garage needed if car traffic is not increased. At the moment street parking accommodates parking just fine
 - b. It will increase traffic along a bike boulevard
2. Casti pays no taxes to maintain infrastructure around the school
3. The large majority of Casti students do not live in Palo Alto
4. None of its programs, lectures etc are open to the public (contrast this to Stanford).
5. Casti has shown itself to be an inconsiderate and secretive neighbor in an R 1 neighborhood. It is only out for its own interests.
6. This process has gone on long enough and should end now with disapproval of the project

Thank you for your consideration.

Richard D Mamelok and Midori Aogaichi

[REDACTED]
Palo Alto, CA

94301
[REDACTED]

From: [Wally Whittier](#)
To: [Planning Commission](#); [Council, City](#)
Subject: Comments re 20 April PTC meeting Castilleja Expansion
Date: Sunday, April 17, 2022 3:56:11 PM
Attachments: [PastedGraphic-1.pdf](#)

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

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Dear Commissioners:

Many neighbors, in reviewing the staff reports for the March 30 and April 20 Planning Commission meetings, see a chart that makes no sense (see packet page 18 in the current staff report, below).

First, the city council requested the PTC come back with a method of increasing enrollment, if an increase to 450 doesn't cause any impacts. The motion doesn't read "it's OK to increase to 540". so the staff report is misleading in that respect. Neighbors are in agreement to allow an increase to 450 (415 is the current maximum, but the school hasn't been there since 2002, so that's a big deal). Not 540. There isn't one neighbor who has said "yes, the school should increase student enrollment by 30%, because it will allow them the most bang for their buck and we're fine with that!". There are quasi-neighbors who go along with Castilleja's plans; most are parents. Only 3 out of 28 households that live across the street support the size of this expansion (it is an expansion, despite the school's continual denials, adding 40% more underground classrooms).

The chart shows that an increase in enrollment is allowed during construction. How can this be? Surely there won't be students on the campus during the upheaval of construction. If the school is planning on leaving girls on campus during 3+ years of construction, there's no way there can be accurate counting of VMT or ADT with construction vehicles all over the neighborhood. This showcases how unreliable this TDM really is; it's a plan, on paper, not in reality. We neighbors know what that means - it won't be followed and it won't be enforced, just like the past 20 years.

I know you all work very hard for the city of Palo Alto, and have spent many hours carefully evaluating and discussing Castilleja's expansion
Thank you very much.

Wally Whittier


Academic Year	Maximum Enrollment	Allowed Increase Compared to Prior Year	Reporting Period Compliance Reports
2021-2022	422	-4	NA
2022-2023	418	varies	NA
2023-2024	450	varies	January 2024 September 2023 May 2023
2024-2025	475	25	January 2025 September 2024 May 2024
2025-2026	500	25	January 2026 September 2025 May 2025
2026-2027	525	25	January 2027 September 2026 May 2026
2027-2028	540	15	January 2028 September 2027 May 2027
2028-2029	540	0	January 2029 September 2028 May 2028

From: [Alan Cooper](#)
To: [Planning Commission](#)
Cc: [Council, City](#); [Alan Home](#)
Subject: Castilleja: 3 Requests: Activities, Enrollment, Compliance
Date: Monday, April 18, 2022 9:32:04 AM
Attachments: [Cooper letter to PTC April 18, 2022.pdf](#)

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To: Planning and Transportation Commission

April 18, 2022

From: Alan Cooper, 270 Kellogg Ave, akcooper@pacbell.net

Subject: Castilleja: 3 Requests: Activities, Enrollment, Compliance

Dear PTC members,

I live across the street from Castilleja. I've written many times with many concerns. These three requests are essential compromises to help preserve our R-1 neighborhood quality of life:

<!--[if !supportLists]-->1. <!--[endif]-->**NO school activity is to be allowed on Sunday and on other days before 7 am and after 10 pm.** An activity is a gathering of 2 or more people. Any such activity would be a CUP violation and would count as one of the school's allotted 70(?) "events".

<!--[if !supportLists]-->2. <!--[endif]-->**Enrollment-growth evaluations, done via neighborhood-TDM rules (i.e. allowing growth of 25 students/yr), would begin when classes commence in the newly constructed buildings.** Today, it is **NOT** clear if the TDM plan is adequate (i.e. cannot be circumvented by the school). The TDM plan cannot be evaluated accurately during construction times.

<!--[if !supportLists]-->3. <!--[endif]-->**Compliance with each item in the CUP would be assured with PTC requiring concise monitoring, enforcement and penalty steps.** Castilleja has a documented history of violating and/or abusing CUP guidelines at the inconvenience of neighbors.

Thank you for your consideration of, and help with implementing, these requests.

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

April 18, 2022

Subject: Castilleja: 3 Requests: Activities, Enrollment, Compliance

Dear PTC members,

I live across the street from Castilleja. I've written many times with many concerns. These three requests are essential compromises to help preserve our R-1 neighborhood quality of life:

1. **NO school activity is to be allowed on Sunday and on other days before 7 am and after 10 pm.**
An activity is a gathering of 2 or more people. Any such activity would be a CUP violation and would count as one of the school's allotted 70(?) "events".
2. **Enrollment-growth evaluations, done via neighborhood-TDM rules (i.e. allowing growth of 25 students/yr), would begin when classes commence in the newly constructed buildings.**
Today, it is **NOT** clear if the TDM plan is adequate (i.e. cannot be circumvented by the school). The TDM plan cannot be evaluated accurately during construction times.
3. **Compliance with each item in the CUP would be assured with PTC requiring concise monitoring, enforcement and penalty steps.**
Castilleja has a documented history of violating and/or abusing CUP guidelines at the inconvenience of neighbors.

Thank you for your consideration of, and help with implementing, these requests.

From: [Vic Befera](#)
To: letters@paweekly.com
Cc: [Council, City; Planning Commission](#)
Subject: When is enough enough?
Date: Monday, April 18, 2022 12:38:54 PM

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When a high-priced Palo Alto private school secretly exceeds its enrollment limit for 16 years, is it responsible and worthy of trust?

When the school flatly refuses suggestions to open another campus or institute off-site parking with no further discussion, is it cooperative?

When the school seeks a 30% increase in students and denies that city-wide traffic and parking will be exacerbated, is it honest?

When the school wages a public relations campaign, runs self-serving full-page ads in local publications, and floods editors with effusive praise by unidentified school parents and supporters masquerading as "neighbors," is it a highly principled educational institution?

When the school, which purports to teach good citizenry and high moral and ethical standards, is caught cheating and flunks Ethics 101, and is levied a financial penalty for concealing its illegal over-enrollment, is it a pristine model for its students?

Castilleja School is a multi-million dollar commercial enterprise, in a residential Palo Alto neighborhood. It is only allowed to reside there via a Conditional Use Permit granted by the City with endorsement by neighbors - which it has repeatedly violated. More than 70% of its students don't live in Palo Alto. It pays negligible property taxes, but enjoys full city fire, police, and emergency services, while its students and parents use city arteries for commuting and neighborhood streets for parking. Since its modest beginnings, the school has increased enrollment six-fold and is now bursting at the seams, with the highest student-per-acre density of ANY public or private school in this region.

To accommodate its desired 30% growth, the school must and should move to a larger site, or open a second campus (as many other private schools have successfully done), or accept its current enrollment limit.

Public records reveal Castilleja as a school of scholastic excellence that flouts rules everyone else must obey, a pocket of privilege that blithely ignores legal boundaries and disregards its neighbors' concerns. It is surely time for Palo Alto citizens to say "enough is enough!"

Vic Befera
Palo Alto resident

From: [Mary Sylvester](#)
To: [Lauing, Ed](#)
Cc: [Summa, Doria](#); [Bryna Chang](#); bryna.chang@gmail.com; [Keith Bennett](#); [Templeton, Cari](#); [Giselle Roothparvar](#); [Planning Commission](#); [French, Amy](#); [Lait, Jonathan](#); [City Attorney](#); [Shikada, Ed](#)
Subject: Castilleja School Expansion Project--PTC 4/20/22
Date: Monday, April 18, 2022 4:12:37 PM
Attachments: [castilleja-school-building-survey-and-gfa-111721.pdf](#)
[Fehr & Peers 7-23-21 Castilleja parking study.pdf](#)
[Castilleja PTC Letter 220119-2 \(1\).rtf](#)

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April 18, 2022

Dear Chair Lauing and Commissioners,

I am writing today as a 44-year neighbor of Castilleja School, living ½ block from the entrance to the school's Emerson St. parking lot.

Neighbors have long supported modernization and rebuilding of the Castilleja campus and been highly encouraging of the school's educational mission. However, since the school filed its new CUP Application and Project Plan on June 30, 2016, neighbors have had significant concerns about the scope of the school's plans and how it will impact the immediate neighborhood as well as the Palo Alto community generally.

My overarching concern about Castilleja's expansion project currently before you is: *Does Approval of the Project In Its Current Form Serve the Best Interests of Palo Alto?* In light of my question, please consider the following:

1. The Variance Granted to Castilleja for Additional Square Footage (2020) is based on Inaccurate Data and Consequently Needs to be Set Aside. The square footage submitted by the school to the City was a significant undercount and was later updated by Castilleja's consultant, Dudek, in July 2021. This expansion project has been designed and reviewed by public boards, commissions and City Council.

2. An underground garage is NOT needed given that Castilleja's parking consultant has stated that the school already has adequate surface level parking for 450 students (see attached Fehr & Peers 2021, pages 3 & 5).

3. The Underground Garage is Poorly Located and Designed:

(1) The entrance to the underground is on a Safe Routes to School and poses a risk to cyclists biking to and from school.

(2) To enter the garage most drivers will need to turn left at the busy intersection of Embarcadero and Bryant.

(3) Given the design of the garage, drivers are going to need to cue up back onto Embarcadero to enter the garage at commute hours.

(4) Exiting the garage will also pose safety risks to pedestrians and cyclists utilizing Emerson St.

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 ^[1]_[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' ^[1]_[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) ^[1]_[SEP] Design groundwater level (maximum expected during the project lifetime): 17 feet bgs ^[1]_[SEP] Design groundwater rise above bottom of excavation: 26' - 17' = 9' ^[1]_[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 ^[1]_[SEP] (embedded CO₂ emissions from steel are higher on a weight basis) ^[1]_[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: $D \times E = 3,270 \text{ lbs.}$

MEMORANDUM

To: Amy French, Chief Planning Official, City of Palo Alto
From: Katherine Waugh, Senior Project Manager
Subject: Castilleja School Building Survey and Gross Floor Area Assessment
Date: November 17, 2021
Attachment(s): Attachment A – Raw Square Feet and Gross Floor Area Tables
Attachment B – Building Survey Images
Attachment C – Elevation Data for Finished Floor and Adjacent Grade

Dudek has completed a survey of all existing structures at the Castilleja School located at 1310 Bryant Street and has evaluated the total Gross Floor Area (GFA) at the campus based on the definition of GFA in the City of Palo Alto Municipal Code. This memorandum summarizes the applicable sections of the Municipal Code and identifies the Municipal Code sections that pertain to each component of the existing campus structures. Three attachments to this memorandum are provided:

- Attachment A contains tables showing the measured floor area (raw square feet) and GFA for each building area and feature within the campus;
- Attachment B is a set of images showing the outlines of the components of each building;
- Attachment C provides elevation data of the finished level of the first floor and adjacent grade elevation for each building that includes a basement.

An explanation of how the data in each attachment is organized is provided at the end of this memorandum.

Building Survey Methodology

Dudek staff collected terrestrial laser scans of Castilleja School using a Leica RTC360 3D Laser Scanner. The scanner was mounted on top of a tripod with a total of 509 scan setup locations. Scans were conducted around the periphery of the buildings, on walkways between buildings, and in the interior campus. Additionally, scans were conducted in the entrances to buildings, down stairwells, into and throughout basements. Lastly, scans were conducted on the second-floor breezeways and exterior stairwells.

Following data collection all 509 scans were loaded into Leica's Cyclone software and registered to one another. Registration is the process of aligning all scans to all other scans to position them in the correct XYZ coordinate space. A proper registration results in a point cloud with aligned surfaces and crisp edges.

Once the scans were registered and a unified point cloud was created, the process of mapping building footprints, basement extents, and other areas was performed. This process was done by creating horizontal slices through the

different buildings and floors, essentially removing the ceilings and floors from view, revealing just the walls. When this is viewed from a top-down perspective it provides a floorplan of the buildings. Going one building at a time and one floor at a time these floorplans are digitized to polygons. When complete the polygons are exported from Cyclone for use in AutoCAD Civil 3D.

The final step in the process was to calculate the areas of the polygons in Civil 3D and create the plan sheets that are provided in Attachment B.

Municipal Code Summary

The City of Palo Alto Municipal Code Section 18.12.040 (b) summarizes how GFA is determined for purpose of compliance with floor area ratio limits allowed in low density residential zoning districts. As stipulated in the Municipal Code, GFA includes the total covered area of all floors of a main structure and accessory structures greater than 120 square feet in area, including covered stairways, as modified by specific inclusions, conditions, and exclusions. The floor area is measured to the outside surface of stud walls. In low density residential zone districts, the list of features to be included in the GFA calculation is provided in the Municipal Code Zoning Ordinance definitions, Section 18.04.030(a)(65)(C) and the list of features to be excluded in low density residential zone districts is provided in the Municipal Code Zoning Ordinance definitions, Section 18.04.030(a)(65)(D). These inclusions and exclusions are also summarized in the Municipal Code Zoning Ordinance R-1 Single-Family Residential District, Development Standards, Section 18.12.040(b), Table 3.

Building Survey Findings

The building survey conducted at the Castilleja School determined the GFA of each onsite structure in conformance with the applicable Municipal Code standards. As indicated below and detailed in Attachment A, the low-density residential inclusions and exclusions were considered in determining the GFA of all covered floors and features of structures greater than 120 square feet in area within the Castilleja campus.

Table 1 identifies all of the provisions of Municipal Code Section 18.04.030(a)(65)(C), which define building features that must be included in the calculation of GFA in the low density residential zone, and whether those features are present within the Castilleja School campus. In addition to the standards identified Municipal Code Section 18.04.030(a)(65)(C), Municipal Code Section 18.12.040(b), Table 3, states that entry features less than 12 feet in height, if not substantially enclosed and not recessed shall be included (counted once) in the GFA. The entry feature on the Bryant Avenue elevation of Rhoades Hall is included in the GFA for Rhoades Hall, as shown in the pdf image titled “Castilleja First Floor Covers,” which is page 6 of Attachment B.

Table 2 identifies all of the provisions of Municipal Code Section 18.04.030(a)(65)(D), which define building features that are excluded from the calculation of GFA in the low density residential zone, and whether those features are present within the Castilleja School campus. Table 3 identifies the GFA for each building within the campus and the campus’s total GFA.

Table 1
Municipal Code Section 18.04.030(a)(65)(C) - Low Density Residential Inclusions

Municipal Code Provision	Castilleja School Building Survey Findings
<p>18.04.030(a)(65)(C) Low Density Residential Inclusions and Conditions: In the RE and R-1 single- family residence districts and in the R-2 and RMD two-family residence districts, “gross floor area” means the total covered area of all floors of a main structure and accessory structures greater than one hundred and twenty square feet in area, including covered parking and stairways, measured to the outside of stud walls, including the following</p>	<p>Occurs: All buildings (ground floors, second floors where present, and third floors where present) Rhoades Hall (exterior covered stairways between first and second floors), Arrillaga Campus Center (exterior covered stairways between first and third floors)</p>
<p>(i) Floor area where the distance between the top of the finished floor and the roof directly above it measures seventeen feet or more shall be counted twice</p>	<p>Occurs: Leonard Ely building roof height is greater than 17 feet but less than 26 feet, thus this space is counted twice in determining GFA (see Attachment A). Gymnasium building lobby roof height (which is below the parapet height) is 17.5 feet on average, thus this space is counted twice in determining GFA (see Attachment A).</p>
<p>(ii) Floor area where the distance between the top of the lowest finished floor and the roof directly above it measures twenty-six feet or more shall be counted three times;</p>	<p>Occurs: The first floor of the Gymnasium building includes an approximately 8,360 square foot area that has a roof height greater than 26 feet above grade, thus is counted three times in determining GFA (see Attachment A). Note that the basement in the Gymnasium building also has higher ceiling heights but this code section is applied only to above grade building components.</p>
<p>(iii) Carports and garages shall be included in gross floor area</p>	<p>Does not occur</p>
<p>(iv) The entire floor area of a vaulted entry feature that extends above 12 feet measured from grade, whether enclosed or unenclosed, shall be counted twice in the calculation of gross floor area</p>	<p>Does not occur</p>
<p>(v) The footprint of a fireplace shall be included in the gross floor area, but is only counted one time</p>	<p>Does not occur</p>

Table 1
Municipal Code Section 18.04.030(a)(65)(C) - Low Density Residential Inclusions

Municipal Code Provision	Castilleja School Building Survey Findings
(vi) All roofed porches, arcades, balconies, porticos, breezeways or similar features when located above the ground floor and more than 50% covered by a roof or more than 50% enclosed shall be included in the calculation.	Occurs: Rhoades Hall (exterior covered balcony on second floor)
(vii) Recessed porches on the ground floor extending in height above the first floor shall be included once in the calculation.	Does not occur

Table 2
Municipal Code Section 18.04.030(a)(65)(D) - Low Density Residential Exclusions

Municipal Code Provision	Castilleja School Building Survey Findings
(i) Basements where the finished level of the first floor is not more than three feet above the grade around the perimeter of the building foundation, shall be excluded from the calculation of gross floor area, provided that lightwells, stairwells and other excavated features comply with the provisions of Section 18.12.070	Does not occur. Basements are present at Rhoades Hall, Chapel Theater, Gymnasium, and Arrillaga Campus Center, but first floor for all of these buildings is less than 3 feet above grade (see Attachment C).
(ii) Areas on floors above the first floor where the height from the floor level to the underside of the rafter or finished roof surface is less than 5 feet shall be excluded from the calculation of gross floor area;	Does not occur
(iii) Two hundred square feet of unusable third floor equivalent, such as attic space, shall be excluded from the calculation of gross floor area. Provided, there shall be no exclusion of floor area if any portion of the unusable third floor equivalent area has a roof slope of less than 4:12	Does not occur
(iv) Bay windows shall be excluded from gross floor area if the bay structure is located at least eighteen inches above the interior finished floor level, projects no more than two feet from the main building wall and more than 50% of the bay area is covered by windows	Does not occur

Table 2
 Municipal Code Section 18.04.030(a)(65)(D) - Low Density Residential Exclusions

Municipal Code Provision	Castilleja School Building Survey Findings
<p>(v) Open or partially enclosed (less than 50% enclosed) porches, whether recessed or protruding, located on the first floor, and for R-1 zones porches reaching a height of less than 12 feet measured from grade as set forth in Section 18.12.040(b), shall be excluded from gross floor area, whether covered or uncovered. Recessed porches located on the first floor with a depth of less than 10 feet shall be excluded from the calculation if the exterior side(s) of the porch is open</p>	<p>Does not occur – the following features were considered in relation to this provision but determined not to meet the standards for exclusion. Thus the features listed below are <u>included</u> in the GFA.</p> <p>Rhoades Hall (exterior covered arcade/porch on first floor, exterior covered lockers arcade/porch on first floor, exterior covered entry/porch on first floor – all features are more than 50% enclosed, at least 12 feet in heights, and more than 10 feet in depth),</p> <p>Gymnasium (exterior covered arcade/porch on first floor, includes area in front of Leonard Ely – height is greater than 12 feet and depth is greater than 10 feet), and</p> <p>Administration building (porch facing Bryant Street that is more than 50% enclosed)</p>
<p>(vi) Porte-cocheres shall be excluded from the calculation of gross floor area</p>	<p>Does not occur</p>
<p>(vii) For residences designated on the city’s Historic Inventory as a Category 1 through 4 historic structure as defined in Section 16.49.020 any contributing structure within a locally designated historic district, or if individually listed on the National Register of Historic Places or California Register of Historical Resources, the following gross floor area exclusions apply.</p> <p>a. New or existing basement area, including where the existing finished level of the first floor is three feet or more above grade around the perimeter of the building foundation walls; and</p> <p>b. Up to 500 square feet of unusable attic space in excess of five feet in height from the floor to the roof above.</p> <p>All exterior alterations to historic structures shall be subject to the provisions of Chapter 16.49 (Historic Preservation). Additionally, if the structure includes a second story or second story addition, the project shall be subject to the provisions of Section 18.12.110 (Single Family Individual Review).</p>	<p>Not applicable</p>

Table 3
 Castilleja School Floor Area

Building	Gross Floor Area
Arrillaga Campus Center	37,179
Administration-Chapel-Theater	17,754
Gymnasium	33,513
Leonard Ely Arts Building	12,360
Maintenance Building	2,863
Pool Equipment Building	884
Rhoades Hall	33,793
TOTAL	138,345

Source: Attachment A - Measured Floor Area Tables

Introduction to Attachment A

Attachment A provides a set of tables that identify all of the measured square footage throughout the existing Castilleja School campus and whether those measured areas are included or excluded from the GFA. Each table identifies the building level using the following labels:

- B1 is the first level below grade.
- B2 is the second level below grade.
- L1 is the ground floor level.
- L2 is the second level above grade.
- L3 is the third level above grade.
- L1-L3 indicates exterior stairways between the ground floor and third floor above grade.
- B1-L1 indicates exterior stairways between the first level below grade and the ground floor.

Each table also identifies the actual measured building space, which is labeled as the “Raw Square Feet,” and identifies the total GFA for each measured space. The first page of Attachment A provides a summary of the building survey findings. Pages 2 through 8 present a table specific to each of the existing buildings. These building-specific tables identify whether a measured space is included or excluded from the GFA, the Municipal Code section that was relied upon to make the determination of whether a space is included or excluded, and the page within Attachment B that shows each measured space.

Introduction to Attachment B

Attachment B provides a set of images that show the floorplan (exterior walls only) of each measured space throughout the existing Castilleja School campus. The images are organized by building level, as follows:

- Page 1 shows the second level below grade (level B2, which is the lowest floor space within the campus and occurs only within the gymnasium)
- Page 2 shows the first level below grade (level B1)
- Page 3 shows the ground floor level (level L1).
- Page 4 shows the second level above grade (level L2).
- Page 5 shows the third level above grade (level L3, which is the highest floor space within the campus and occurs only within the Arrillaga Campus Center).
- Page 6 shows exterior covered elements such as arcades/porches on the ground floor level
- Page 7 shows exterior covered elements such as arcades/balconies on the second level above grade (which occurs only on Rhoades Hall)
- Page 8 shows all exterior stairways throughout the campus.

In addition, with the exception of pages 1, 7, and 5, the building orientation and placement within the campus is shown consistently on each image. For example, all elements of the Administration-Chapel-Theater building are shown in the upper left corner of each page, where applicable; and all elements of Rhoades Hall are shown in the upper center and upper right corner of each page, where applicable. As noted above, the levels shown on pages 1, 7, and 5 each occur only within one building on the campus, and thus those images are centered on the page and are not consistent with the building orientation and placement shown on the other pages in Attachment B.

Introduction to Attachment C

Attachment C presents a table that identifies the finished floor elevation for the ground floor level and elevation of the adjacent ground surface for each building that includes a below-grade level. This data is necessary to determine if basement space should be included or excluded from the GFA, pursuant to Municipal Code Section 18.04.030(a)(65)(D)i. The table is followed by images from the Castilleja School proposed building and grading plans for the Administration-Chapel-Theater building and the gymnasium, and images from the terrestrial laser scans collected as part of the building survey for the Pool Maintenance Building, Arrillaga Campus Center, and Rhoades Hall.

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Castilleja School Existing Campus Building Space

Summary

Building	Level ¹	Raw Square Feet ²	Gross Floor Area ³ (square feet)
Rhoades Hall			
	B1	7,252.90	0.00
	L1	18,924.62	18,924.62
	L2	17,836.79	17,836.79
	L1-L2	417.46	417.46
Subtotal		44,431.77	37,178.87
Administration-Chapel-Theater			
	B1	8,594.56	0.00
	L1	10,072.27	10,072.27
	L2	7,682.03	7,682.03
Subtotal		26,348.86	17,754.30
Gymnasium			
	B2	13,032.03	0.00
	B1	6,794.69	0.00
	L1	16,166.57	33,512.54
Subtotal		35,993.29	33,512.54
Leonard Ely Fine Arts Building			
	L1	6,179.85	12,359.70
Subtotal		6,179.85	12,359.70
Maintenance			
	L1	1,941.01	1,941.01
	L2	921.98	921.98
Subtotal		2,862.99	2,862.99
Pool Equipment			
	B1	832.53	0.00
	L1	883.84	883.84
Subtotal		1,716.37	883.84
Arrillaga Campus Center			
	B1	4,636.40	0.00
	B1-L1	263.24	0.00
	L1	10,980.51	10,980.51
	L2	11,093.47	11,093.47
	L3	11,093.47	11,093.47
	L1-L3	625.13	625.13
Subtotal		38,692.22	33,792.58
Total		156,225.35	138,344.82

Notes:

1. Level indicates the building floor level as follows:

- B1 is the first level below grade.
- B2 is the second level below grade.
- L1 is the ground floor level.
- L2 is the second level above grade.
- L3 is the third level above grade.
- L1-L3 indicates exterior stairways between the ground floor and third floor above grade.
- B1-L1 indicates exterior stairways between the first level below grade and the ground floor.

2. **Raw Square Feet** identifies the measured square footage of each building area.

3. **Gross Floor Area** identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code (PAMC). Areas shown as having a GFA of 0.00 are excluded from the GFA. Areas shown as having a GFA that is greater than the Raw Square Feet are counted twice or three times. Refer to the individual building sheets for additional detail.

Castilleja School Existing Campus Building Space

Rhoades Hall

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
B1	Basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	6,977.55	0.00
B1	Basement area beyond building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	246.95	0.00
B1	Basement area beyond building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	28.40	0.00
L1	Portion closer to Admin-Chapel-Theater	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	3,570.22	3,570.22
L1	Portion closer to Kellogg Avenue	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	10,359.75	10,359.75
L1	Exterior covered arcade/porch	Page B-6: Castilleja first floor covers	Included because does not meet tests for exclusion under 18.04.030(a)(65)(D) v	4,253.35	4,253.35
L1	Exterior covered lockers (arcade/porch)	Page B-6: Castilleja first floor covers	Included because does not meet tests for exclusion under 18.04.030(a)(65)(D) v	364.90	364.90
L1	Exterior covered entry porch	Page B-6: Castilleja first floor covers	Included because does not meet tests for exclusion under 18.04.030(a)(65)(D) v	376.40	376.40
L2	Portion closer to Chapel Theater-Admin	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	3,517.69	3,517.69
L2	Portion closer to Kellogg Avenue	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	9,691.22	9,691.22
L2	Exterior balcony	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) vi	4,627.88	4,627.88
L1-L2	Exterior stairway #1; between L1 and L2	Page B-8: Castilleja stairs	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	147.26	147.26
L1-L2	Exterior stairway #2; between L1 and L2	Page B-8: Castilleja stairs	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	130.86	130.86
L1-L2	Exterior stairway #3; between L1 and L2	Page B-8: Castilleja stairs	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	139.34	139.34
Total Raw Square Feet² for Rhoades Hall				44,431.77	
Total Gross Floor Area³ for Rhoades Hall					37,178.87

Notes:

1. **Level** indicates the building floor level as follows:

B1 is the first level below grade.

L1 is the ground floor level.

L2 is the second level above grade.

L1-L2 indicates stairways between the ground floor level and the second level above grade.

2. **Raw Square Feet** identifies the measured square footage of each building area.

3. **Gross Floor Area** identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code. Areas shown as having a GFA of 0.00 are excluded from the GFA.

**Castilleja School Existing Campus Building Space
Administration-Chapel-Theater**

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
B1	Basement closer to Bryant Street; basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	4,286.17	0.00
B1	Basement closer to Gym; basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	4,308.39	0.00
L1	Ground floor	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	9,963.31	9,963.31
L1	Covered and enclosed porch	Page B-6: Castilleja first floor covers	Included because does not meet tests for exclusion under 18.04.030(a)(65)(D) v	108.96	108.96
L2	Second floor	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	7,682.03	7,682.03
Total Raw Square Feet ² for Administration-Chapel-Theater				26,348.86	
Total Gross Floor Area ³ for Administration-Chapel-Theater					17,754.30

Notes:

1. Level indicates the building floor level as follows:

B1 is the first level below grade.

L1 is the ground floor level.

L2 is the second level above grade.

2. **Raw Square Feet** identifies the measured square footage of each building area.

3. **Gross Floor Area** identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code. Areas shown as having a GFA of 0.00 are excluded from the GFA.

**Castilleja School Existing Campus Building Space
Gymnasium**

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
B2	Lower basement; basement area within building footprint	Page B-1: Castilleja basement lower	Excluded per 18.04.030(a)(65)(D) i	6,633.49	0.00
B2	Lower basement; basement area within building footprint [note 18.04.030(a)(65)(C) i regarding roof height does not apply to basement]	Page B-1: Castilleja basement lower	Excluded per 18.04.030(a)(65)(D) i	6,398.54	0.00
B1	Upper basement; basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	6,794.69	0.00
L1	First floor area with roof below 17 feet	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	4,981.44	4,981.44
L1	First floor lobby, roof higher than 17 feet	Page B-3: Castilleja buildings first floor	18.04.030(a)(65)(C) i (count twice)	626.71	1,253.42
L1	Main gym, roof higher than 26 feet	Page B-3: Castilleja buildings first floor	18.04.030(a)(65)(C) ii (count three times)	8,359.63	25,078.89
L1	Exterior covered arcade/porch; includes area in front of Leonard Ely	Page B-6: Castilleja first floor covers	Included because does not meet tests for exclusion under 18.04.030(a)(65)(D) v	2,198.79	2,198.79
Total Raw Square Feet² for Gymnasium				35,993.29	
Total Gross Floor Area³ for Gymnasium					33,512.54

Notes:

1. Level indicates the building floor level as follows:

B1 is the first level below grade.

L1 is the ground floor level.

L2 is the second level above grade.

2. Raw Square Feet identifies the measured square footage of each building area.

3. Gross Floor Area identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code. Areas shown as having a GFA of 0.00 are excluded from the GFA. Areas shown as having a GFA that is greater than the Raw Square Feet are counted twice or three times.

**Castilleja School Existing Campus Building Space
Leonard Ely Fine Arts Building**

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
L1	Single story building, roof greater than 17 feet in height	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) i (count twice)	6,179.85	12,359.70
Total Raw Square Feet² for Leonard Ely				6,179.85	
Total Gross Floor Area³ for Leonard Ely					12,359.70

Notes:

1. Level indicates the building floor level as follows:

L1 is the ground floor level.

2. Raw Square Feet identifies the measured square footage of the building area.

3. Gross Floor Area identifies the Gross Floor Area (GFA) for the building area as defined in the Palo Alto Municipal Code. The space within the Leonard Ely building is shown as having a GFA greater than the Raw Square Feet because that area is counted twice.

**Castilleja School Existing Campus Building Space
Maintenance Building**

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
L1	Ground floor	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	1,941.01	1,941.01
L2	Second floor	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	921.98	921.98
Total Raw Square Feet² for Maintenance Building				2,862.99	
Total Gross Floor Area³ for Maintenance Building					2,862.99

Notes:

1. **Level** indicates the building floor level as follows:

L1 is the ground floor level.

L2 is the second level above grade.

2. **Raw Square Feet** identifies the measured square footage of each building area.

3. **Gross Floor Area** identifies the Gross Floor Area for each building area as defined in the Palo Alto Municipal Code.

**Castilleja School Existing Campus Building Space
Pool Equipment Building**

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
B1	Basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	448.28	0.00
B1	Basement area beyond building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	203.07	0.00
B1	Basement area beyond building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	181.18	0.00
L1	Ground floor	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	883.84	883.84
Total Raw Square Feet² for Pool Equipment Building				1,716.37	
Total Gross Floor Area³ for Pool Equipment Building					883.84

Notes:

1. Level indicates the building floor level as follows:

B1 is the first level below grade.

L1 is the ground floor level.

2. Raw Square Feet identifies the measured square footage of each building area.

3. Gross Floor Area identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code. Areas shown as having a GFA of 0.00 are excluded from the GFA.

**Castilleja School Existing Campus Building Space
Arrillaga Campus Center**

Level ¹	Description	Reference Image (Attachment B)	Palo Alto Municipal Code Provision	Raw Square Feet ²	Gross Floor Area ³
B1	Basement area within building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	4,433.37	0.00
B1	Basement area beyond building footprint	Page B-2: Castilleja basement upper	Excluded per 18.04.030(a)(65)(D) i	203.03	0.00
L1	Ground floor	Page B-3: Castilleja buildings first floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	10,980.51	10,980.51
L2	Second floor	Page B-4: Castilleja buildings second floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	11,093.47	11,093.47
L3	Third floor	Page B-5: Castilleja buildings third floor	Included per 18.04.030(a)(65)(C) and 18.12.040 (b)	11,093.47	11,093.47
L1-L3	Exterior stairway #4; between L1 and L3	Page B-8: Castilleja stairs	Included per 18.04.030(a)(65)(C) vi	312.58	312.58
L1-L3	Exterior stairway #5; between L1 and L3	Page B-8: Castilleja stairs	Included per 18.04.030(a)(65)(C) vi	312.55	312.55
B1-L1	Exterior stairway #6; between L1 and B1; this stairway also serves pool basement	Page B-8: Castilleja stairs	Excluded per 18.04.030(a)(65)(D) i	263.24	0.00
Total Raw Square Feet² for Arrillaga Campus Center				38,692.22	
Total Gross Floor Area³ for Arrillaga Campus Center					33,792.58

Notes:

1. Level indicates the building floor level as follows:

B1 is the first level below grade.

L1 is the ground floor level.

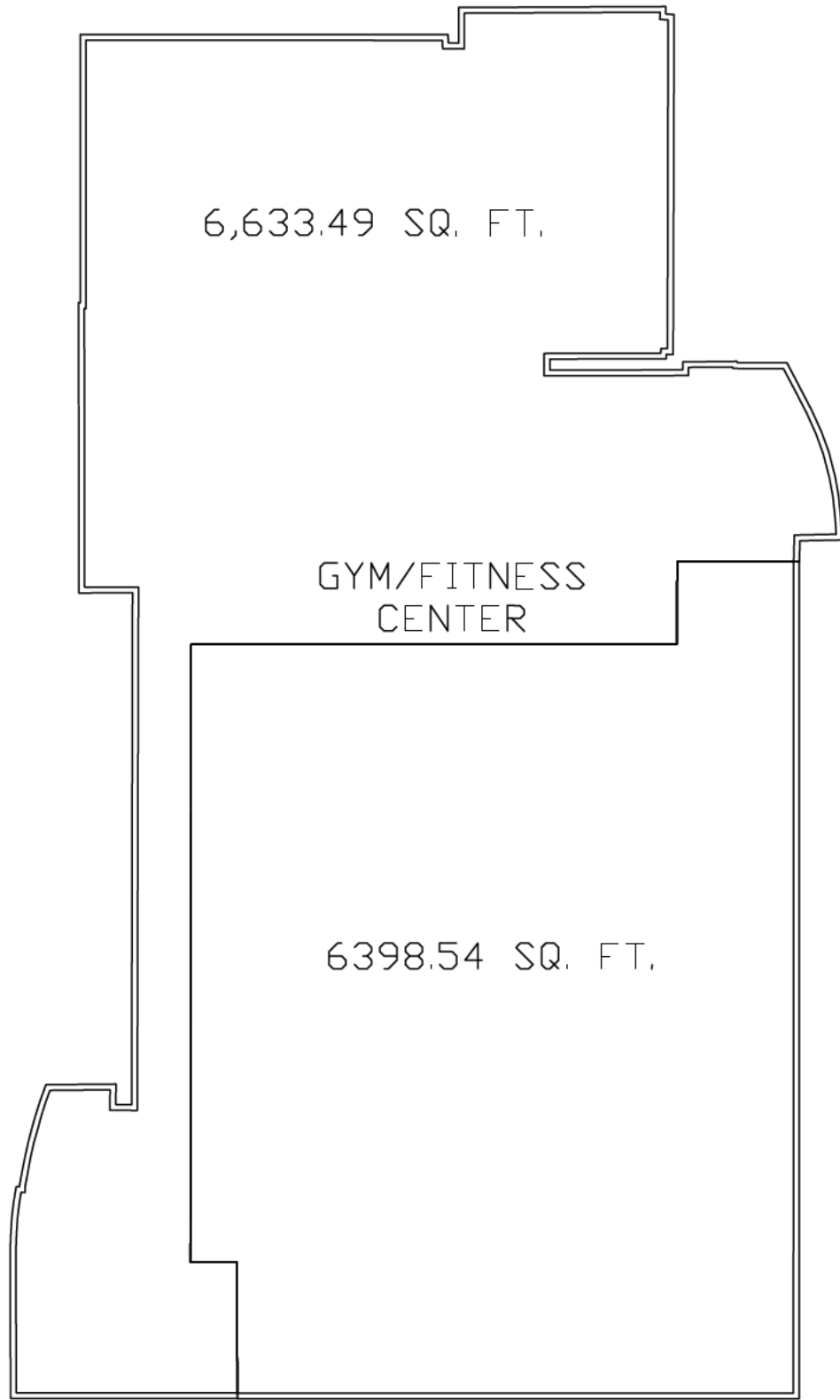
L2 is the second level above grade.

L1-L3 indicates exterior stairways between the ground floor and third floor above grade.

B1-L1 indicates exterior stairways between the first level below grade and the ground floor.

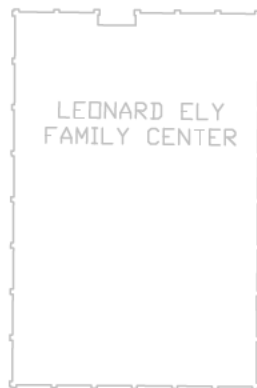
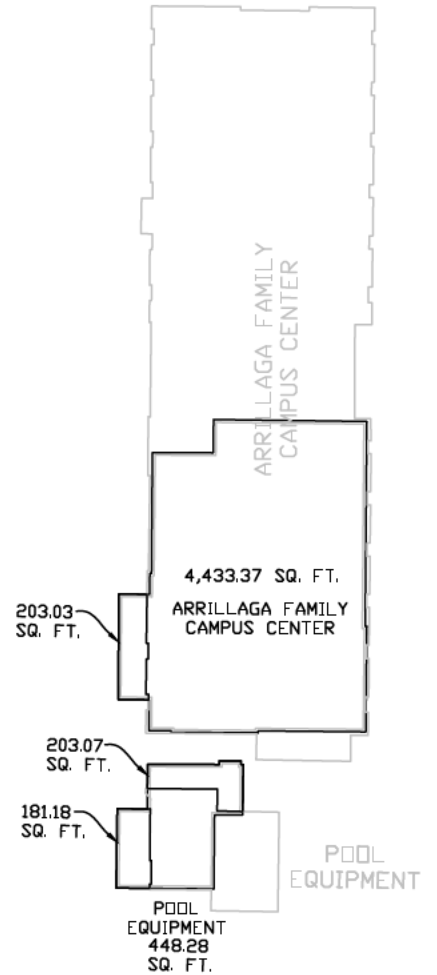
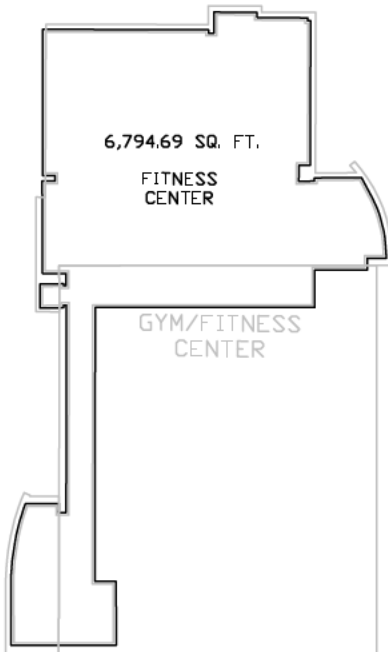
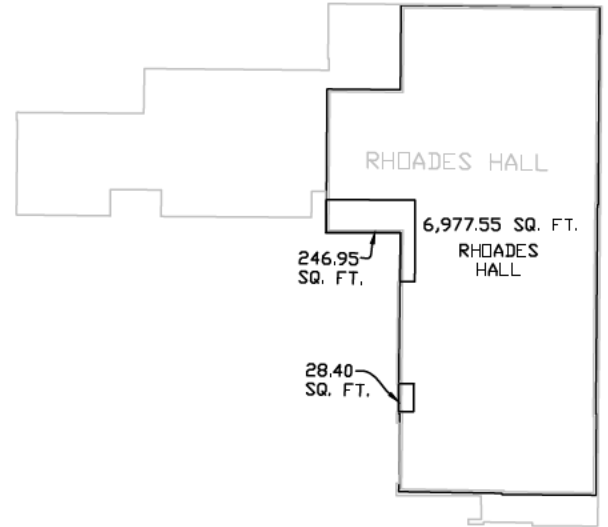
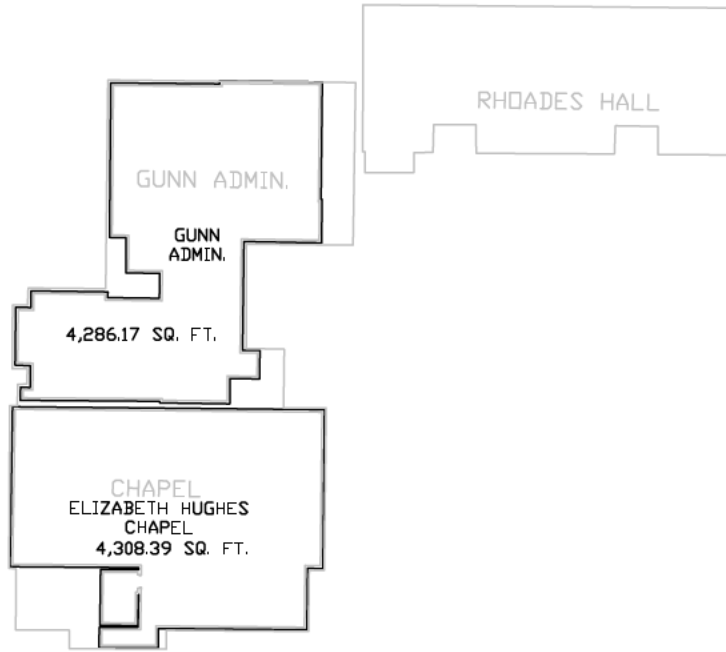
2. Raw Square Feet identifies the measured square footage of each building area.

3. Gross Floor Area identifies the Gross Floor Area (GFA) for each building area as defined in the Palo Alto Municipal Code. Areas shown as having a GFA of 0.00 are excluded from the GFA.

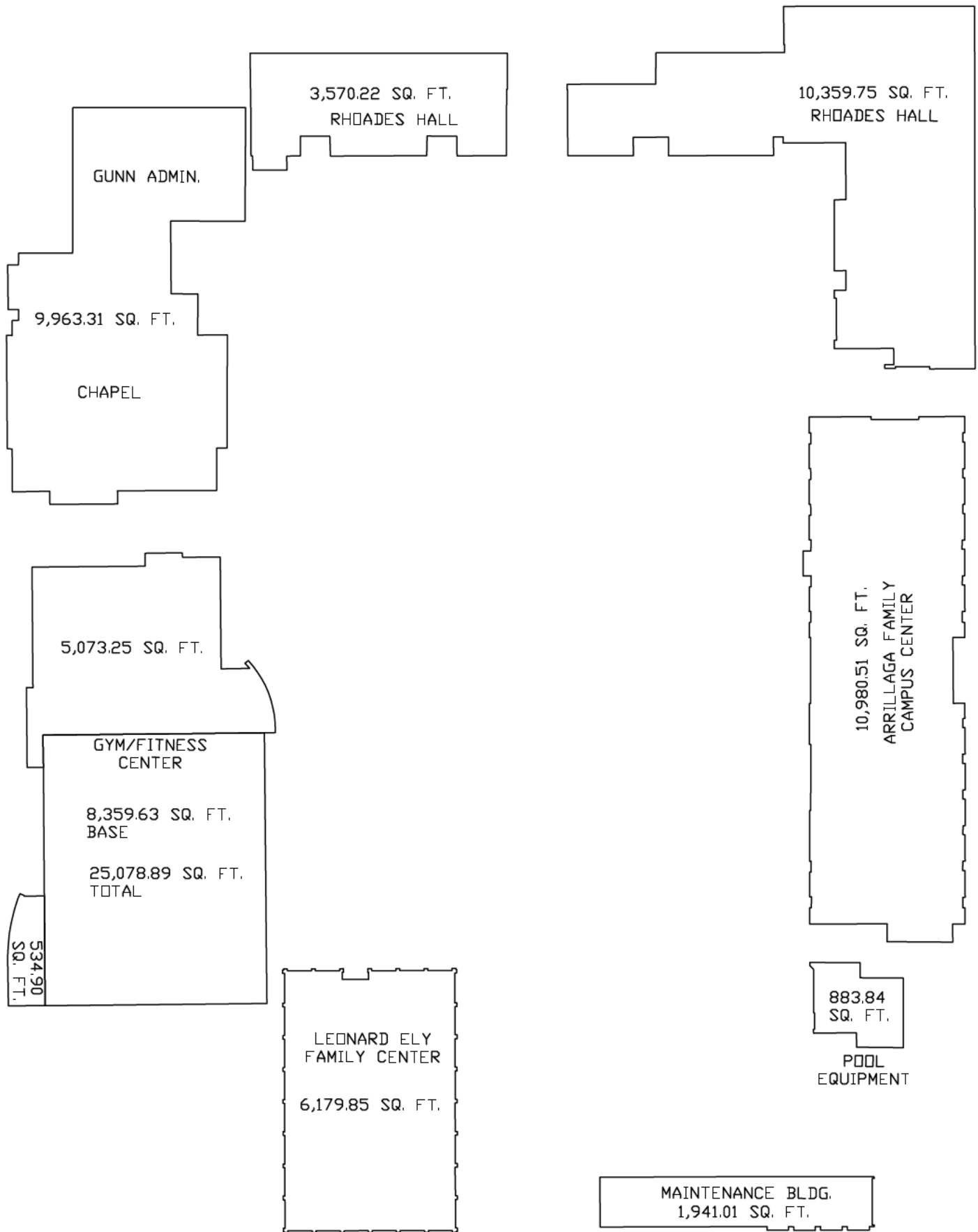


NOTE:
EXTERIOR OF BASEMENT IS BASED ON
AN ASSUMPTION OF AN 8" WIDE WALL
TO COMPUTE THE EXTERIOR OF THE
BASEMENT

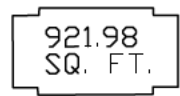
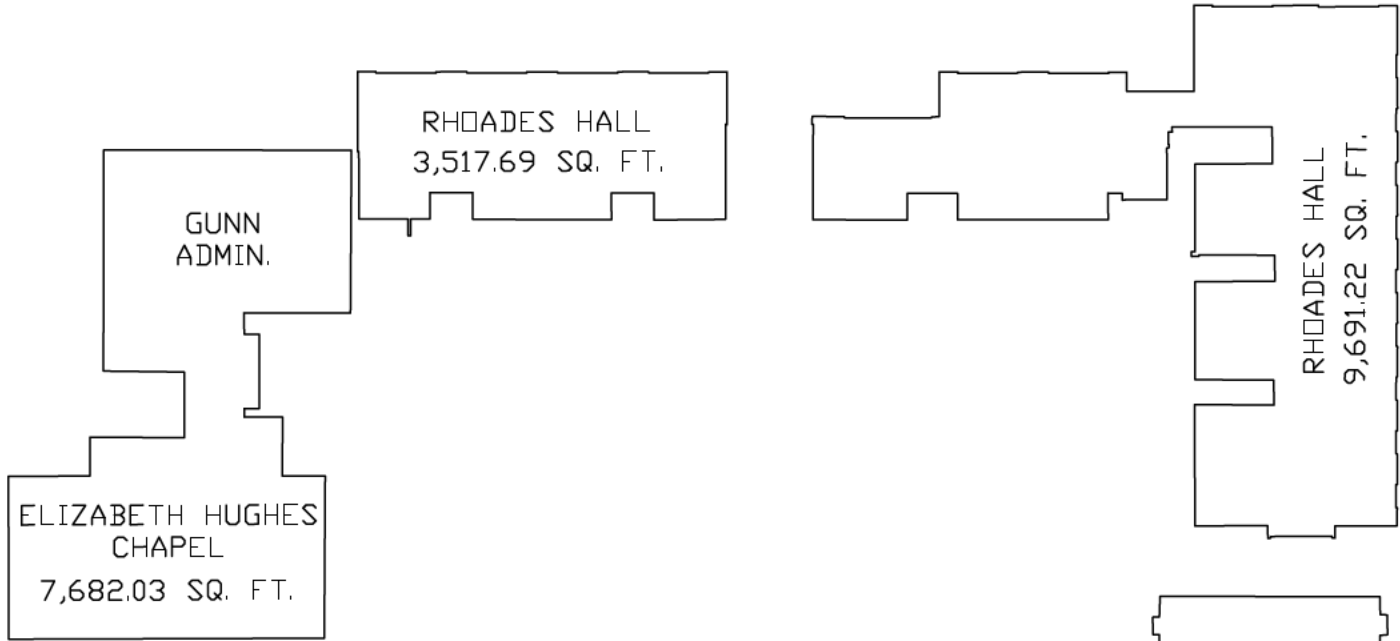
GYMNASIUM
LOWER BASEMENT



UPPER BASEMENTS UNDER
FIRST FLOOR BUILDINGS

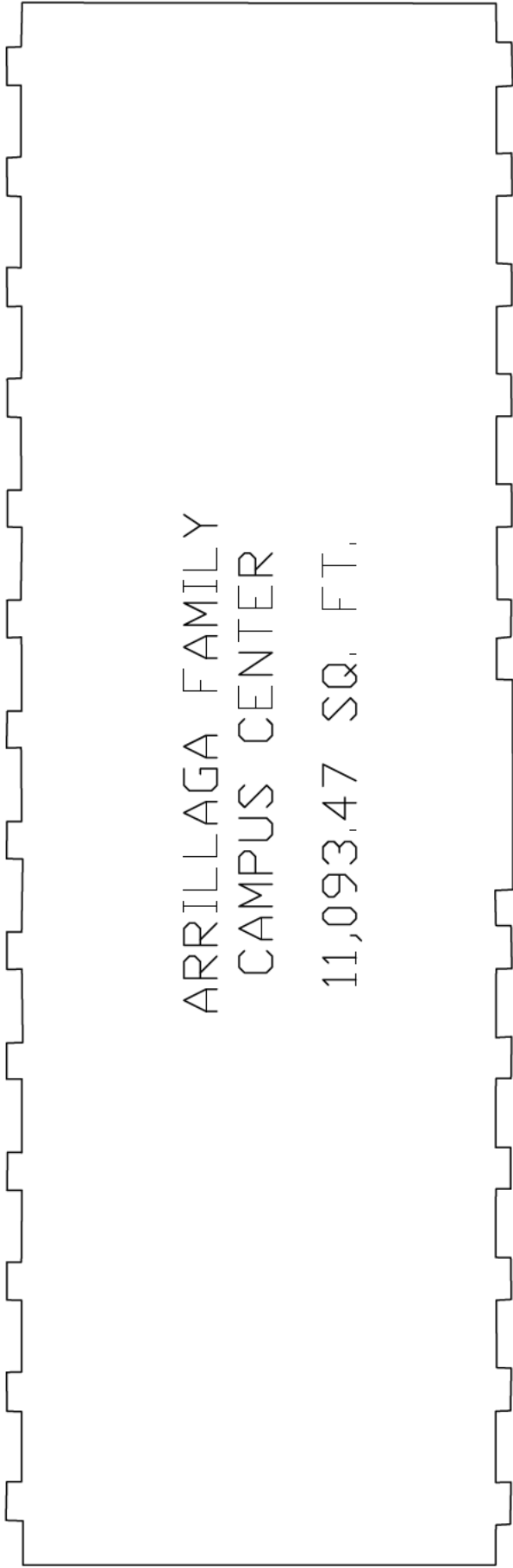


FIRST FLOOR
BUILDINGS



MAINTENANCE BUILDING

SECOND FLOOR
BUIDINGS



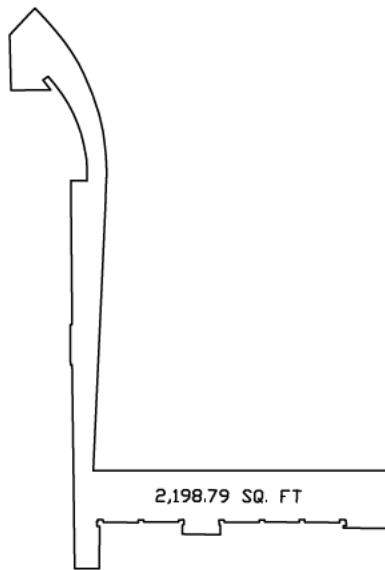
ARRILLAGA FAMILY
CAMPUS CENTER

11,093.47 SQ. FT.

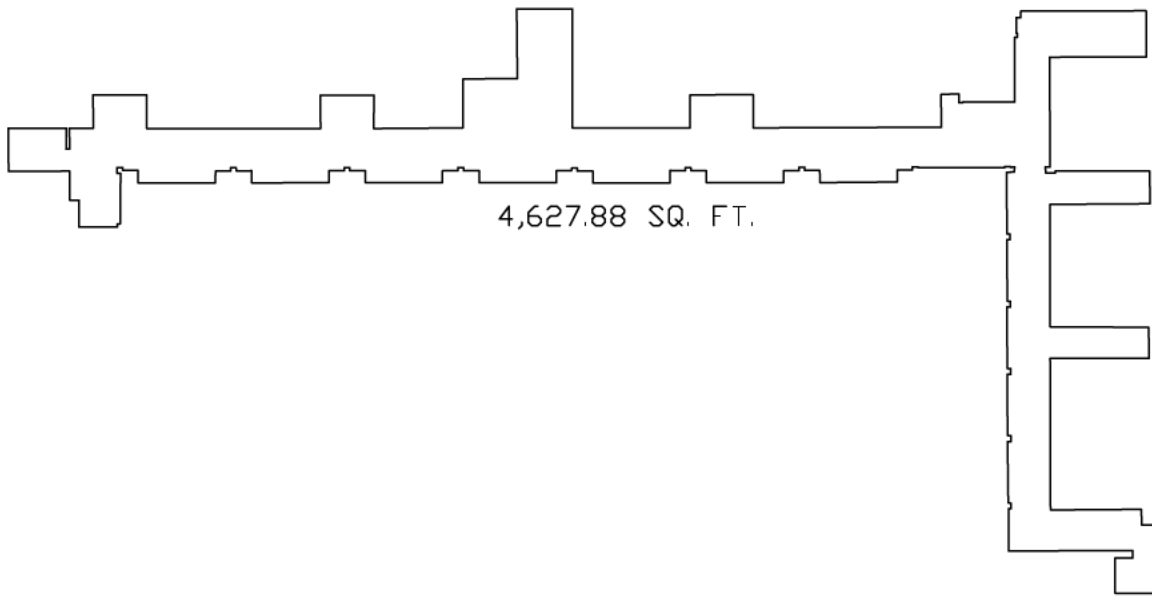
THIRD FLOOR BUILDING

108.96
SQ. FT

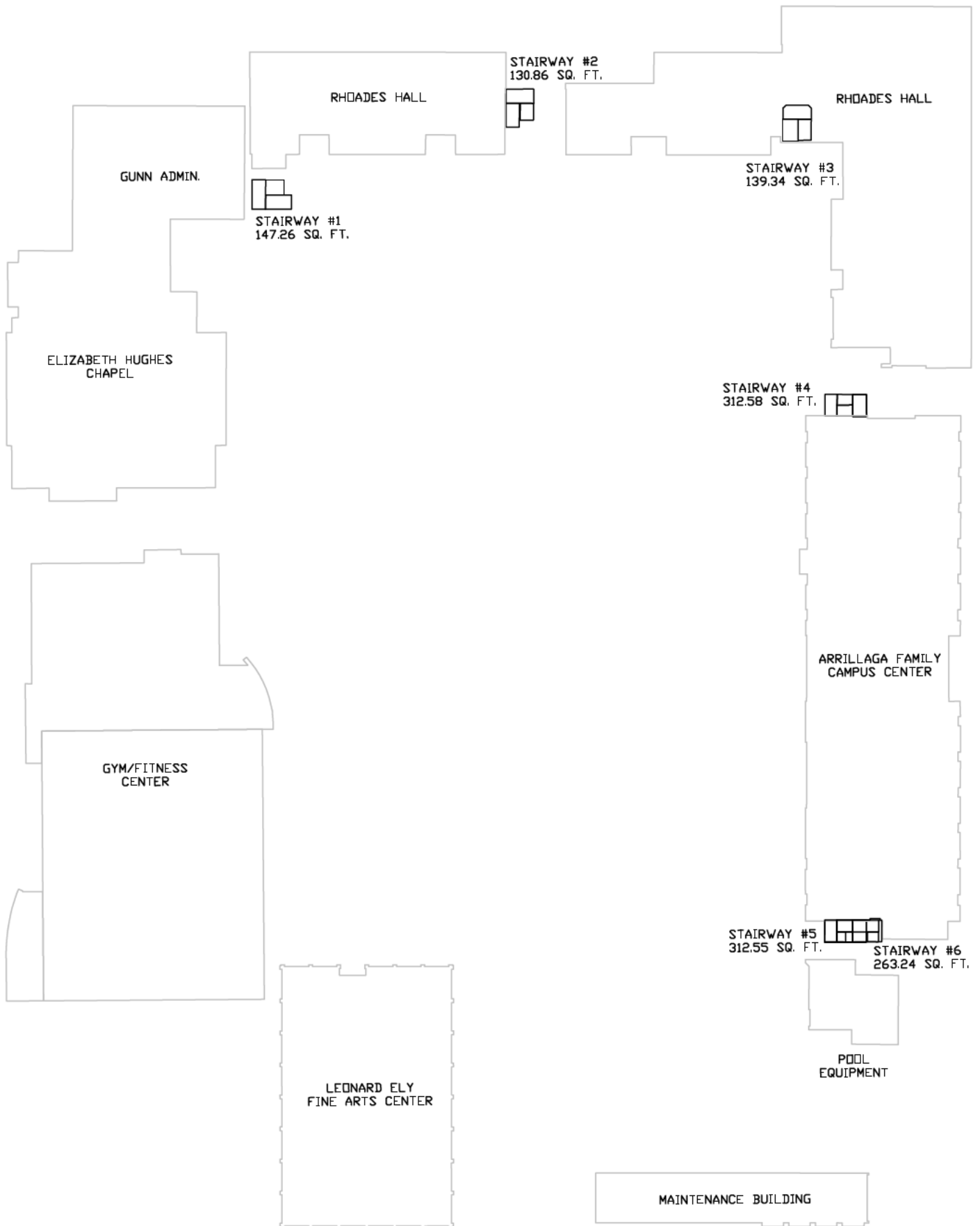
376.40
SQ. FT



FIRST FLOOR COVERS
RHOADES HALL, GUNN ADMIN.,
GYM, AND LEONARD ELY
FINE ARTS CENTER



SECOND FLOOR BREEZEWAY
RHOADES HALL



STAIRS 1 THRU 6

**Castilleja School Campus Building Survey
Finished Floor and Adjacent Grade Elevations**

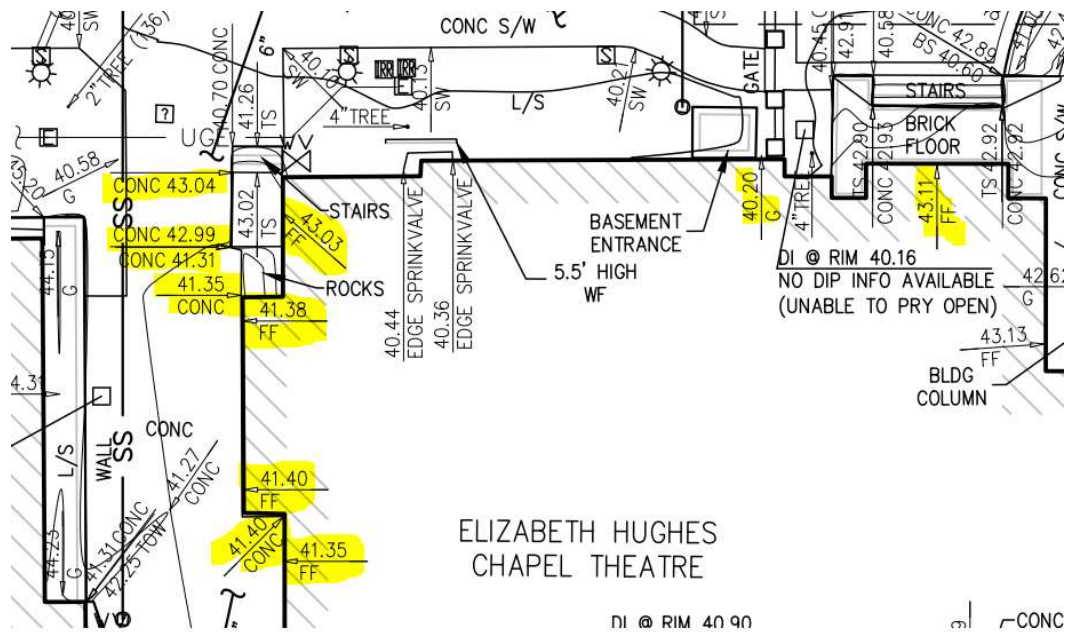
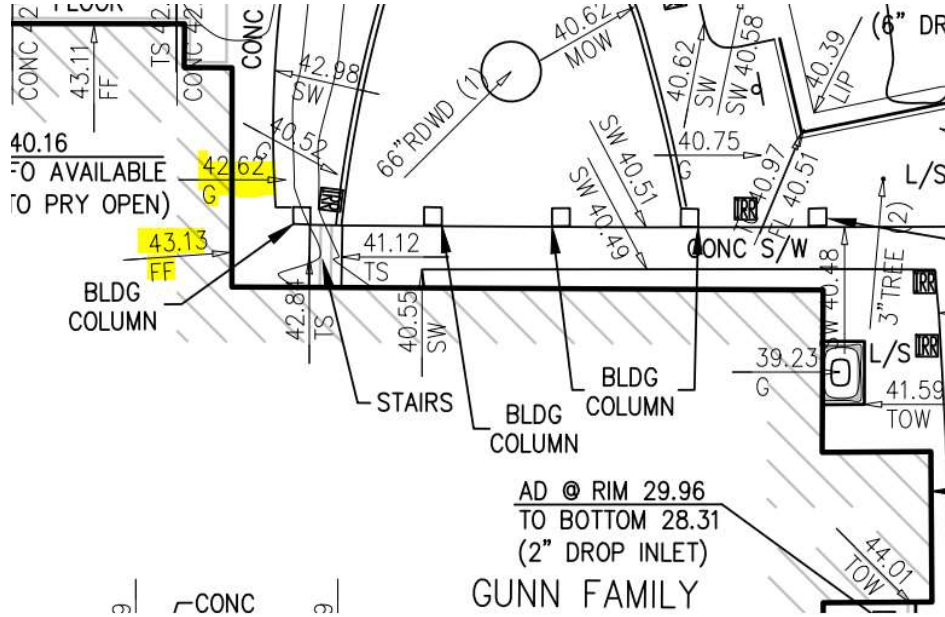
Building Name	Finished Floor Elevation	Adjacent Grade Elevation	Difference
Administration-Chapel-Theater¹	<i>Varies:</i>	<i>Varies:</i>	
	43.13 (northwestern edge of administration building)	42.62 (northwestern edge of administration building)	0.51
	43.11 northern edge (chapel-theater)	40.20 northern edge (chapel-theater)	2.91
	43.03 northwestern corner (chapel-theater)	Concrete at 42.99 to 43.02 northwestern corner (chapel-theater)	Max of 0.04
	41.35 to 41.40 western edge (chapel-theater)	41.35 to 41.40 western edge (chapel-theater)	0
Gymnasium	<i>Varies:</i>	<i>Varies:</i>	
	42.04 to 42.05 northwestern corner	41.74 to 44.67 northwestern corner	Max of 2.63
	42.03 northeastern corner	41.70 to 44.31 northeastern corner	Max of 2.28
	Generally 42 southerly portion	41.93 southeastern corner (existing concrete)	0.07
		41.98 southwestern corner (existing concrete)	0.02
Pool Equipment²	-5.811 ft @ southeast entrance	-5.977 ft southeast	0.166 ft
	-5.301 ft @ northwest entrance	-5.333 ft northwest	0.032 ft
Arrillaga Campus Center²	-5.760 ft @ southwest	-5.910 ft southwest	0.15 ft
	-5.420 ft @ west	-5.527 ft west	0.107 ft
	-5.424 ft @ west	-5.467 ft west	0.043 ft
Rhoades Hall²	-3.855 ft @ main door	-5.088 ft southwest	1.233 ft
	-3.855 ft @ main door	-6.394 ft northeast	2.539 ft

Notes

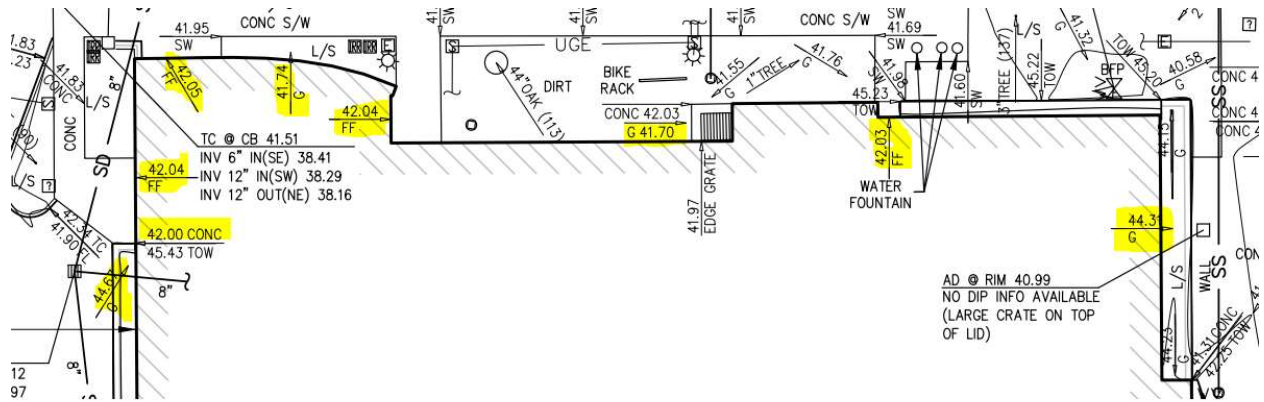
- 1 – Elevation data taken from topographic data on Site Plans sheets CB.101, CB.102, and CB.103
- 2 - Elevation data taken from building survey images. This data was not adjusted to actual elevation points. Thus, the elevation values are relative instead of absolute.

Images

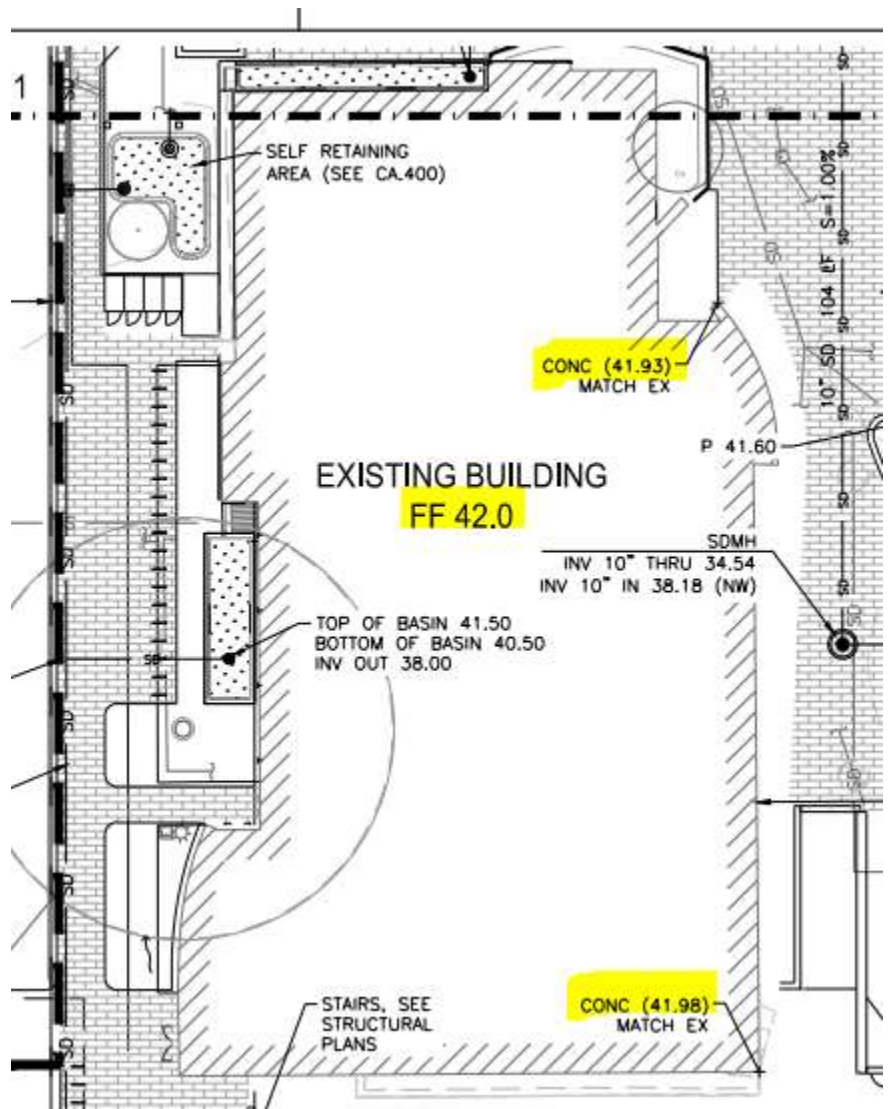
Administration-Chapel-Theater



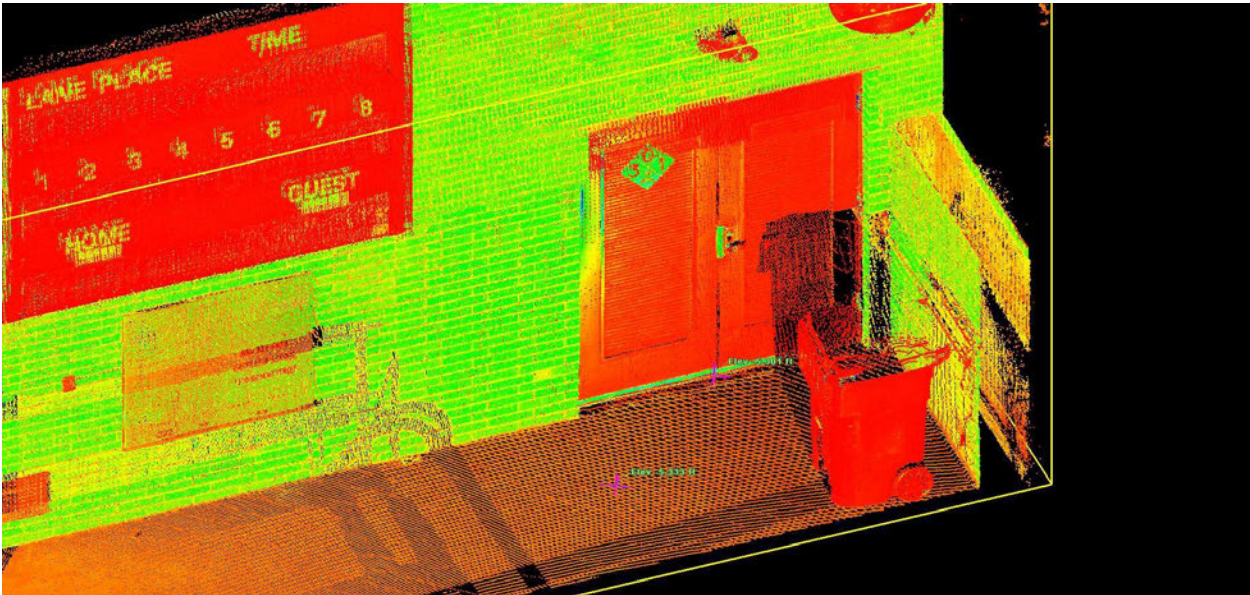
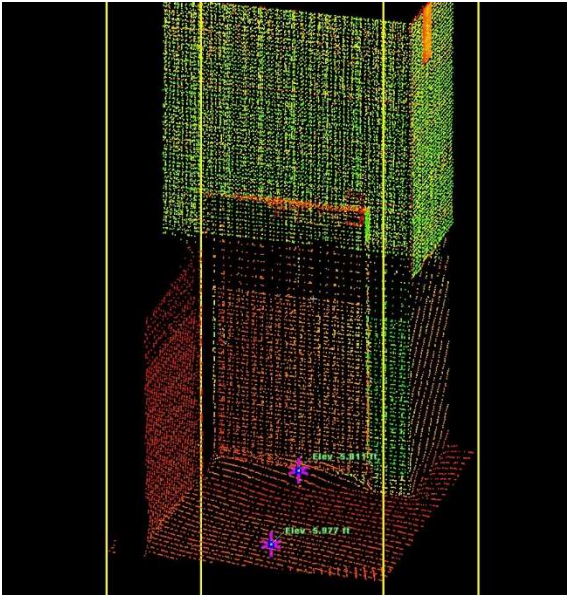
Gymnasium northern portion



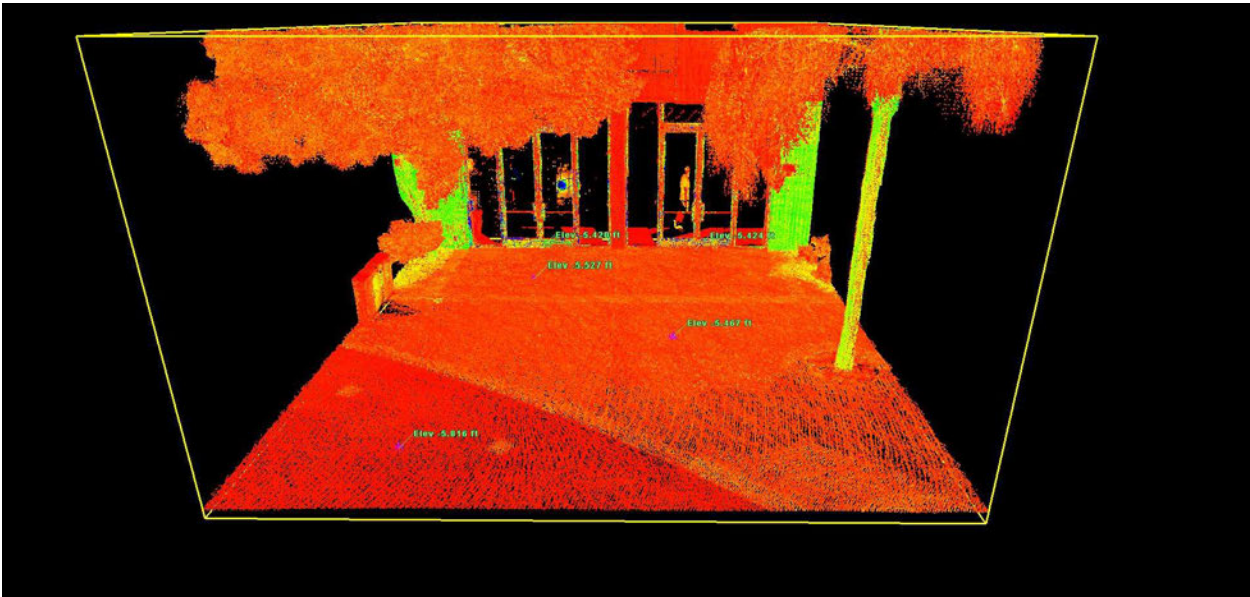
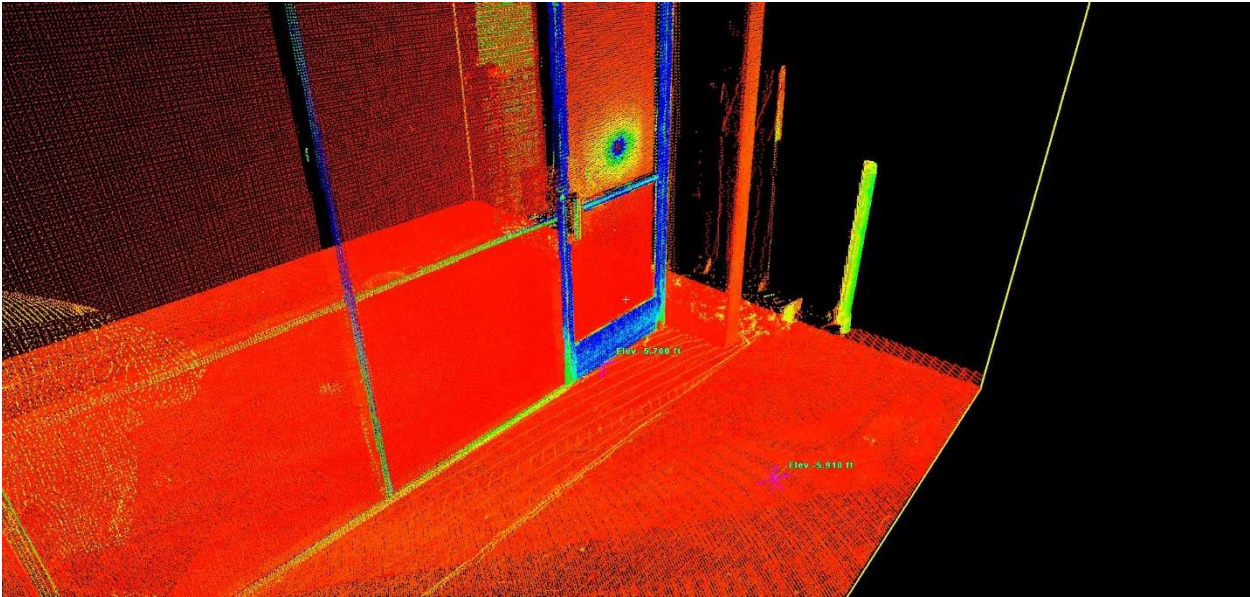
Gymnasium southern portion



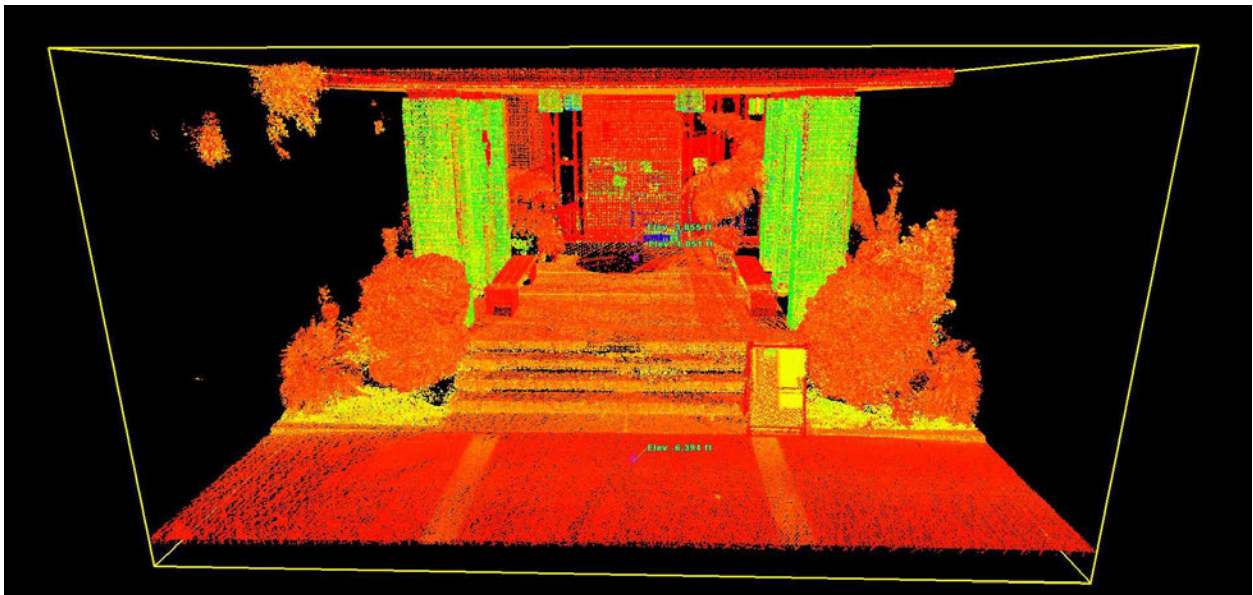
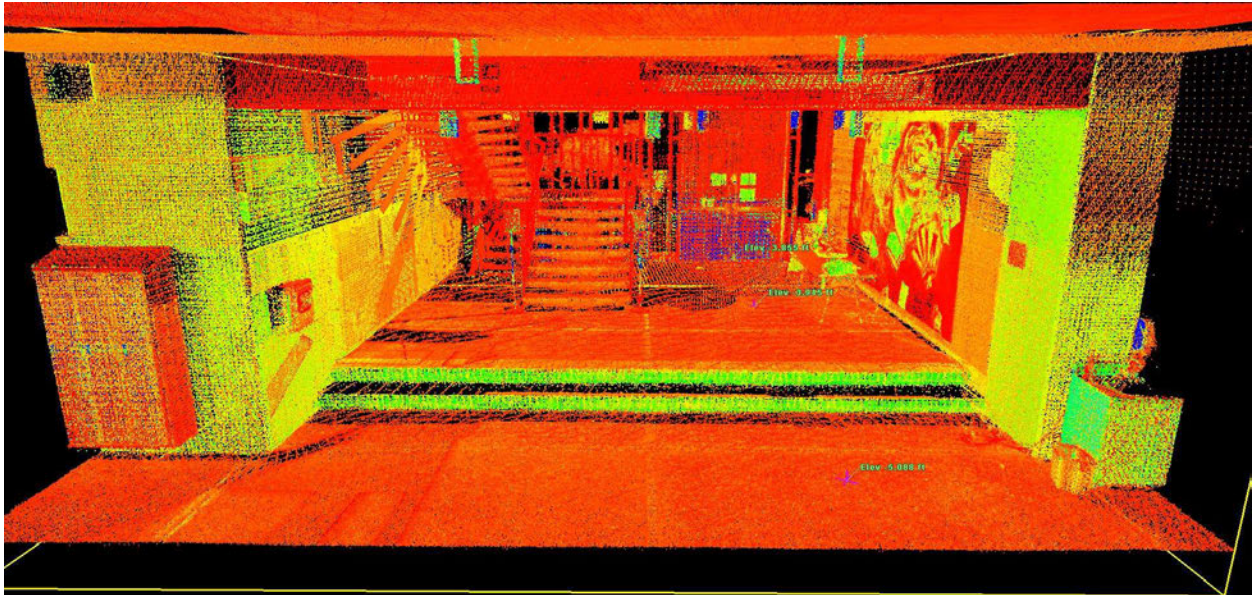
Pool Equipment Building:



Arrillaga Campus Center:



Rhoades Hall:



Memorandum

Date: July 23, 2021

To: Kathy Layendecker, Castilleja School

From: Robert H. Eckols
Elynor Zhou

**Subject: Castilleja School [16PLN-00258 SCH#2107012052]
Castilleja Parking Study**

SJ18-1866

Executive Summary

To further protect trees and reduce the garage footprint of the project, the City Council asked staff and the Planning and Transportation Commission (PTC) to consider allowing a reduction of required parking based on the school's transportation demand management (TDM) program. Municipal Code Section 18.52.050 allows the Director of Planning and Development Services (the Director) to approve up to a 20 percent parking reduction based on a TDM program. While there is ample information in the record regarding Castilleja's robust and effective TDM program, the Director requested a parking demand analysis. While a parking demand analysis is not specifically called out by the Municipal Code or in the City Council motion, Castilleja asked Fehr & Peers to provide the information requested by staff in a parking analysis. This memorandum summarizes the findings of the historic parking analysis performed on data collected by Fehr & Peers between 2012 and Fall 2019, as well as ongoing transportation monitoring of the school, information from other similar institutions, and available published industry standards.

Generally, a project's parking supply is designed to address the peak parking demand, which is not directly linked to the number of daily trips. For example, drop-off and pick-up trips do not generate parking demand. As recently reviewed by the Council, the project - specifically Alternative 4, the Disbursed Circulation/No Garage Alternative - would meet the City's Municipal Code requirement providing 104 parking spaces, which is based on the number of teaching stations. At an enrollment of 540 students, the analysis using the school's parking data concludes that on an average day there would be adequate parking. At peak demand, there would be a small shortage in parking (10 vehicles) that could be addressed through valet parking. Therefore, as discussed below, based on historic parking data, information from other institutions and available published industry standards, 104 parking spaces would be appropriate for an enrollment of 540 students.



Based on the analysis presented below, a parking reduction of 20 percent would require a reduction of peak parking demand by 18 percent or 31 vehicles at an enrollment of 540 students. A parking reduction of 9 percent would require a reduction of peak parking demand by 10 percent or 20 vehicles at an enrollment of 540 students. It is important to note that with the 20 percent reduction in the on-site parking supply the reduction in peak parking demand would need to begin at an enrollment of 445 students. However, with a 9 percent reduction in the on-site parking supply the reduction in the peak parking demand would need to begin at an enrollment of 475 students. Up to a 9 percent parking reduction would allow for some enrollment growth and evaluation before the peak parking demand needs to be reduced.

The parking analysis does not reflect potential measures that may reduce parking demand such the effectiveness of the TDM program or changes in the faculty to student ratio. Fehr & Peers understands that the school proposes to “right-size” its faculty and change (reduce) the ratio of faculty to students. Therefore, the increase in faculty will not be proportional to increase in students. The “right-sizing” of faculty would reduce the parking demand ratio from current operations.

In addition, this analysis does not reflect parking reductions that will occur due to the expanded TDM programs that will be implemented to reduce vehicle trips to/from the campus. Specific TDM measures that may reduce parking demand are providing employees incentives to carpool or use transit and reducing or charging for student parking. There are other measures in the expanded TDM program that, when combined, would reduce parking demand.

Data Collection Methodology

Fehr & Peers has monitored the peak period trip generation, on-site campus parking, and on-street parking adjacent to the school since 2012. Beginning in Academic Year (AY) 2015/2016, the study area of the on-street parking was expanded to include the parking on the roadways in the area generally bounded by Embarcadero Road, Waverley Street, Churchill Avenue, and Alma Street. This includes parking on the following roadways: Bryant Street, Emerson Street, Kellogg Avenue, Melville Avenue, and Waverley Street.

Trip generation and parking data is collected during both the fall and spring terms on two typical school days of each academic year (four surveys per AY). A summary report is prepared by Fehr & Peers and submitted to the school following each survey. The data from these reports are used to evaluate the performance of Castilleja’s TDM program and develop strategies to enhance the TDM program. A summary report on the TDM performance is prepared by Nelson-Nygaard that includes the findings of the trip generation and parking demand monitoring. The Nelson-Nygaard report is submitted to the City of Palo Alto for review.

Fehr & Peers was asked to prepare an analysis of the historic on-site, on-street and remote off-site parking data for the school to support staff’s consideration of the City Council motion regarding a potential parking reduction due to Castilleja’s robust TDM program. For this analysis, we compiled



the available on-site and on-street parking data for the following school years since the study areas are the same for all five years:

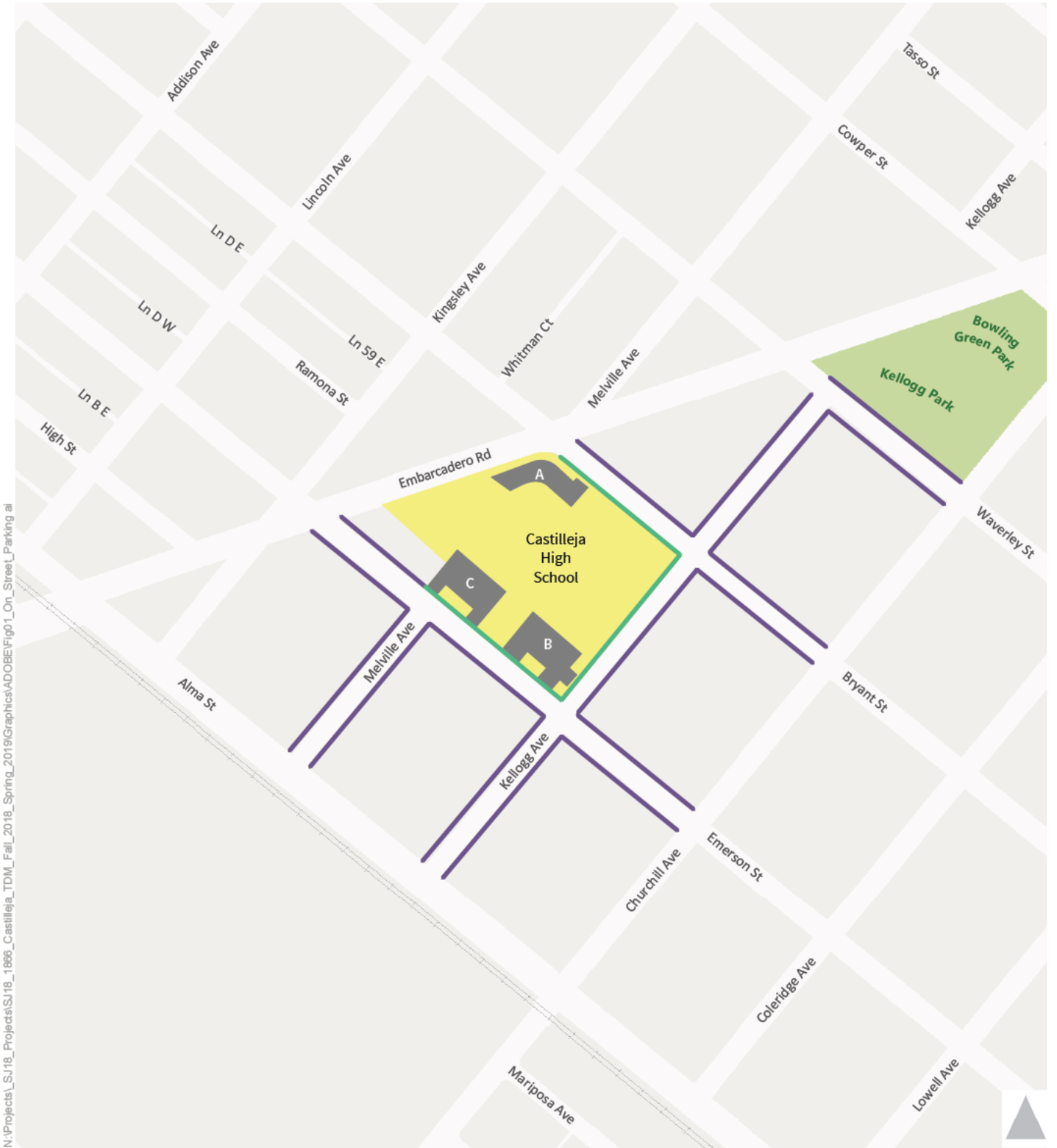
- AY 2015/2016
- AY 2016/2017
- AY 2017/2018
- AY 2018/2019
- Fall 2019 (monitoring was suspended in Spring 2020 due to Covid-19)

Parking Overview

Figure 1 shows the location of the on-site and on-street parking areas included in the data collection and parking study analysis. Currently, there are 89 on-site vehicle parking spaces (including seven tandem spaces) and one motorcycle parking space located in three parking areas (indicated on **Figure 1** as A, B, and C). The function of the three lots are described below:

- **Administrative Lot (A)** – This parking area is located near the corner of Embarcadero Road and Bryant Street and has 24 spaces including one handicapped space. Located near the administration building this parking area is used by administrative staff (11 spaces) and visitors (12 spaces) to the campus.
- **Senior Lot (B)** – This parking area is located near the corner of Kellogg Avenue and Emerson Street and has 26 spaces including one handicapped space. This parking area is primarily used by seniors that drive to the campus. This is also the lot where the school's vans are parked when not in use.
- **Staff Lot (C)** – This parking area is located along Emerson Street near the Melville Avenue intersection and has 39 spaces including two handicapped spaces and one motorcycle parking space.

The on-street parking data collection includes 20 roadway segments along Bryant Street, Emerson Street, Kellogg Avenue, Melville Avenue, and Waverley Street. **Table 1** summarizes the 20 roadway segments including the extents of the segment and approximate number of vehicles that could be parked on each segment. Since the parking spaces are not striped, the number of vehicles that can be parked on each segment is dependent on where each driver chooses to park and how large are the gaps between vehicles. The maximum number of spaces or vehicles on each segment was determined based on the length of available curb space.



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- On-Street Parking
- Frontage Parking
- Non-Frontage Parking
- Castilleja High School
- Parks
- A** - Admin / Visitor Parking
- B** - Senior Parking
- C** - Staff Parking



Figure 1
Castilleja High School On-Street Parking



Table 1: On-Street Parking Segments & Capacities

Roadway	From	To	Side of Street	Capacity # of Vehicles	School Frontage
Bryant Street	Embarcadero Rd	Kellogg Av	W	10	No
	Embarcadero Rd	Kellogg Av	E	14	Yes
	Kellogg Av	Churchill Av	W	17	No
	Kellogg Av	Churchill Av	E	19	No
Emerson Street	Embarcadero Rd	Melville Av	W	15	No
	Embarcadero Rd	Melville Av	E	13	No
	Melville Av	Kellogg Ave	W	16	No
	Melville Av	Kellogg Ave	E	20	Yes
	Kellogg Ave	Churchill Av	E	18	No
	Kellogg Ave	Churchill Av	W	18	No
Kellogg Avenue	Alma Rd	Emerson St	N	16	No
	Alma Rd	Emerson St	S	16	No
	Emerson St	Bryant St	N	20	Yes
	Emerson St	Bryant St	S	15	No
	Bryant St	Waverley St	N	16	No
	Bryant St	Waverley St	S	18	No
Melville Avenue	Alma Rd	Emerson St	N	18	No
	Alma Rd	Emerson St	S	17	No
Waverley Street	Kellogg Av	Churchill Av	N	17	No
	Kellogg Av	Churchill Av	S	17	No
Totals	All On-street Spaces			330	
	School Frontage Spaces			54	
	Non-Frontage Spaces			276	

Note:
 School frontage on-street segments are in **bold**
 Source: Fehr & Peers, 2021



Using the estimated parking spaces per roadway segment there are a total of 330 on-street parking spaces within the parking study area. There are 54 spaces located on the three roadway segments on the school frontage. The remaining 276 spaces located on the other 17 roadway segments that are not adjacent to the school property (non-frontage parking).

On each survey day, parking counts are collected hourly between 7:00 AM and 5:00 PM for the three on-site parking lots and each of the 20 roadway segments. Using the hourly counts and the capacity for each parking lot or roadway segment, it is possible to determine the percent of occupied spaces by hour.

On-Site Parking Analysis

As stated above, there are three on-site parking lots with a total capacity of 89 parking spaces. **Figure 2** shows the average hourly on-site parking occupancy by academic year for each individual parking lot and the total on-site parking. The red dashed line shows the average hourly parking occupancy for all surveys conducted between Fall 2015 and Fall 2019. **Table 2** summarizes the average hourly parking occupancy represented by the red dashed line.

Parking occupancy is a common way to express the amount of available parking and how easy it is to find a parking space. Parking occupancies that are higher than 90 to 95 percent typically indicates that it may be difficult to easily find a parking space. Parking occupancies below 85 percent

Table 2: On-Site Hourly Occupancy by Parking Lot for All Surveys

Hour Beginning	Admin / Visitor	Senior	Staff	All Parking Lots
7:00AM	6%	3%	35%	18%
8:00AM	37%	81%	62%	61%
9:00AM	52%	91%	68%	71%
10:00AM	64%	94%	77%	79%
11:00AM	66%	95%	80%	80%
12:00PM	65%	94%	82%	81%
1:00PM	63%	92%	84%	80%
2:00PM	65%	87%	81%	78%
3:00PM	71%	67%	75%	71%
4:00PM	51%	56%	60%	56%
5:00PM	42%	51%	50%	48%

Source: Fehr & Peers, 2021

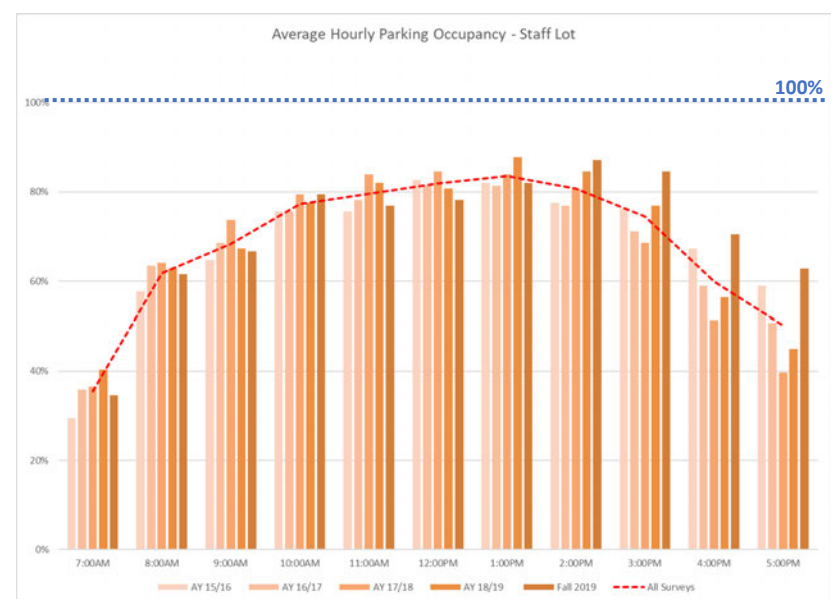
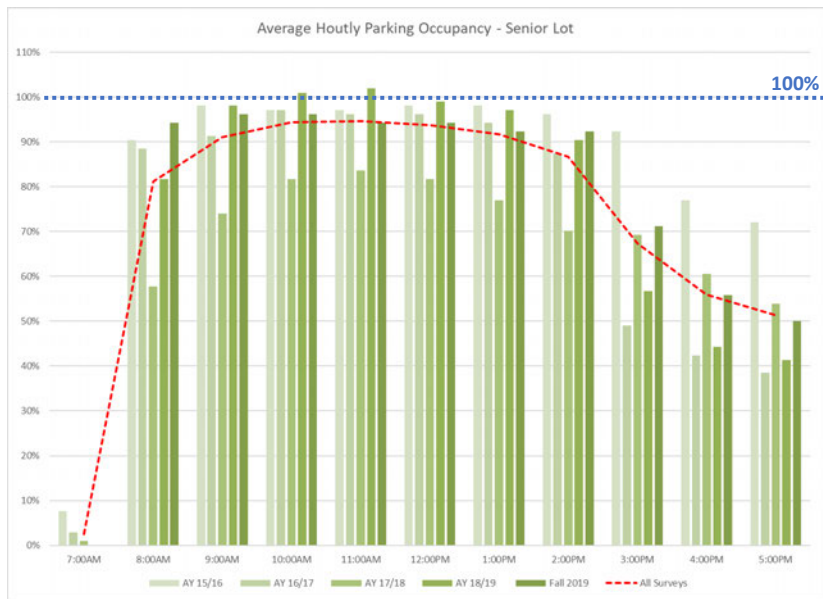
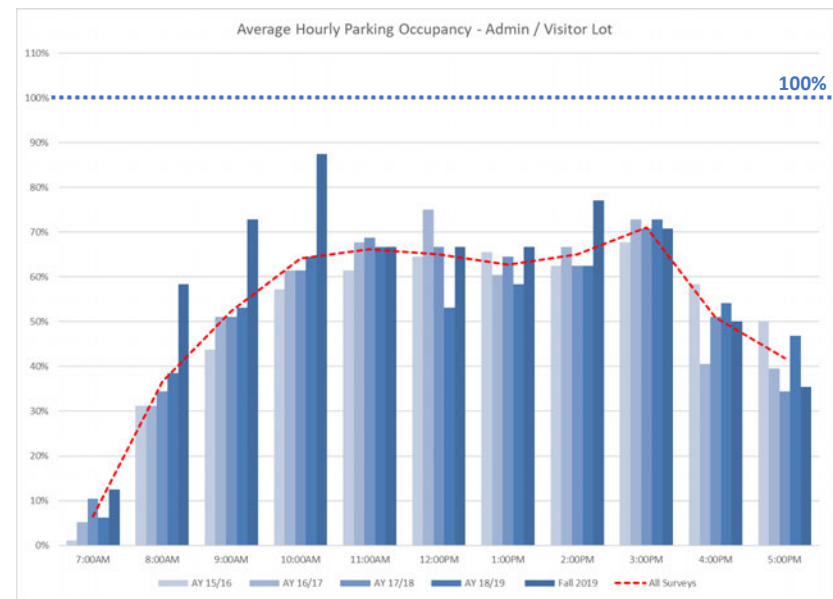
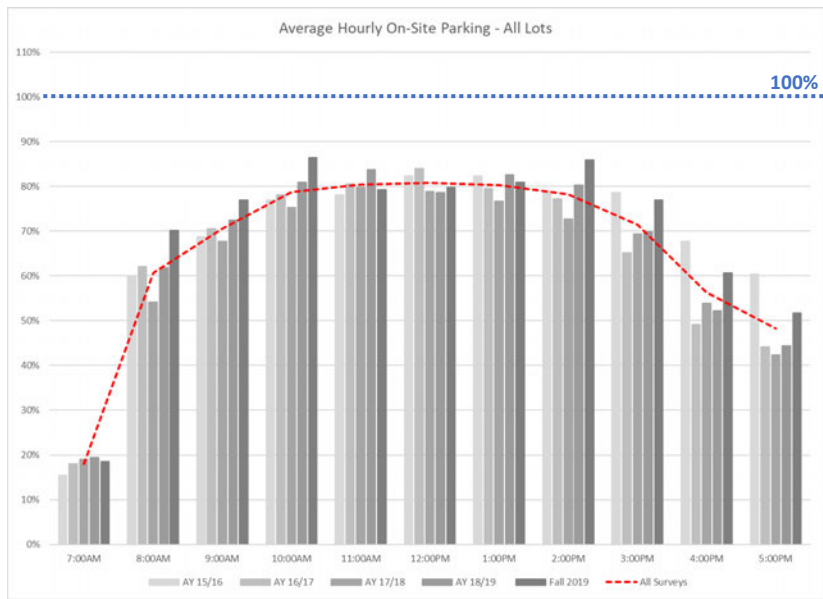


Figure 2



represent conditions where it is easy to quickly find a parking space. There is variation between the three lots. The Senior lot on average tends to be 90 to 95 percent occupied (difficult to find parking), while the Admin/Visitor lot is typically below 70 percent occupied (easy to find parking). The Staff lot is on average 80 to 85 percent occupied (easy to find parking). Across all three lots, on average, the on-site parking lots are approximately 80 percent occupied and, therefore, on average it is easy to find parking at the school.

The student and staff lots tend to have vehicles arrive in the morning and depart in the afternoon or evening. The Admin/Visitor parking lot has vehicles come and go throughout the day. Based on Fall 2019 surveys, the Admin/Visitor lot had a slightly higher occupancy in the mornings than in the previous surveys, which may reflect a larger number of visitors.

In addition to reviewing the average parking demand, Fehr & Peers reviewed the peak or maximum parking demand recorded for each of the on-site parking lots. We noted that on at least one day out of the 18 total survey days each of the three parking lots reached 100% occupied for at least one hour. However, similar to the analysis of average occupancies, these peak occupancies did typically not occur on the same day or in the same hour. Therefore, while it may be difficult to find on-site parking in one lot at a particular time on a particular day, spaces are available spaces in other lots on-site such that on average parking is available on-site.

On-Street Parking Analysis

As stated previously, Fehr & Peers collects parking occupancy data for 20 roadway segments in the area surrounding the campus. Three of these segments are on the school frontage with 54 parking spaces. Parking along the frontage of the Castilleja school site can be used by students, staff, and visitors. However, because there are no parking restrictions along the frontage, these areas can be used by parkers with no affiliation to the school. For the analysis we, have assumed that the frontage parking demand is associated with Castilleja. **Figure 3** shows the average hourly parking occupancy along the school frontage and the average hourly parking occupancy combining both the on-site and frontage parking. Like the on-site parking lots, the average hourly parking occupancy for both the frontage parking and the combined on-site and frontage parking is approximately 80 percent. Therefore, on average, there is available parking along the school frontage.

The other 17 roadway segments have a total of 276 spaces. **Figure 4** provides a comparison of the average hourly parking occupancies for the frontage and the non-frontage roadway segments for the five academic years. The school frontage parking has an average occupancy of approximately 80 percent during the middle of the day. The non-frontage parking has an average occupancy of approximately 43 percent. Therefore, it should be possible for persons to easily find parking in the non-frontage on-street parking segments.

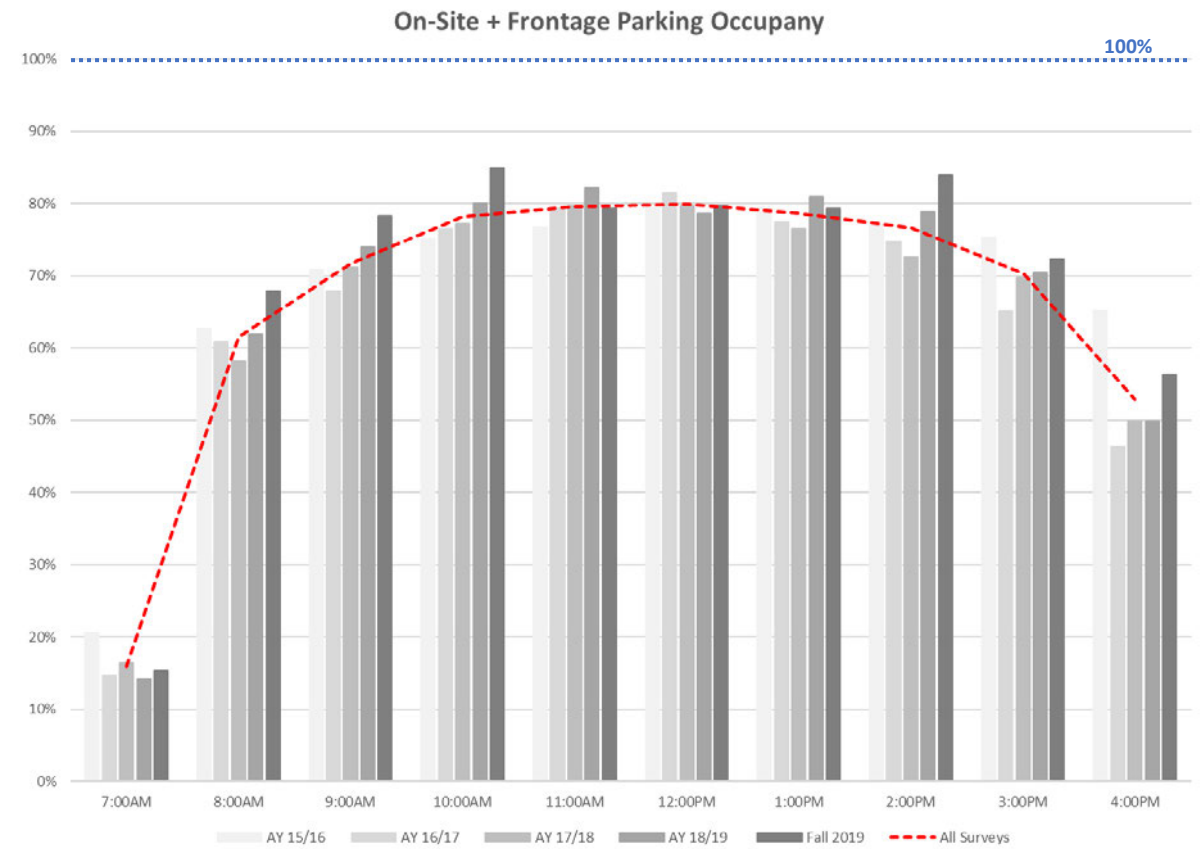
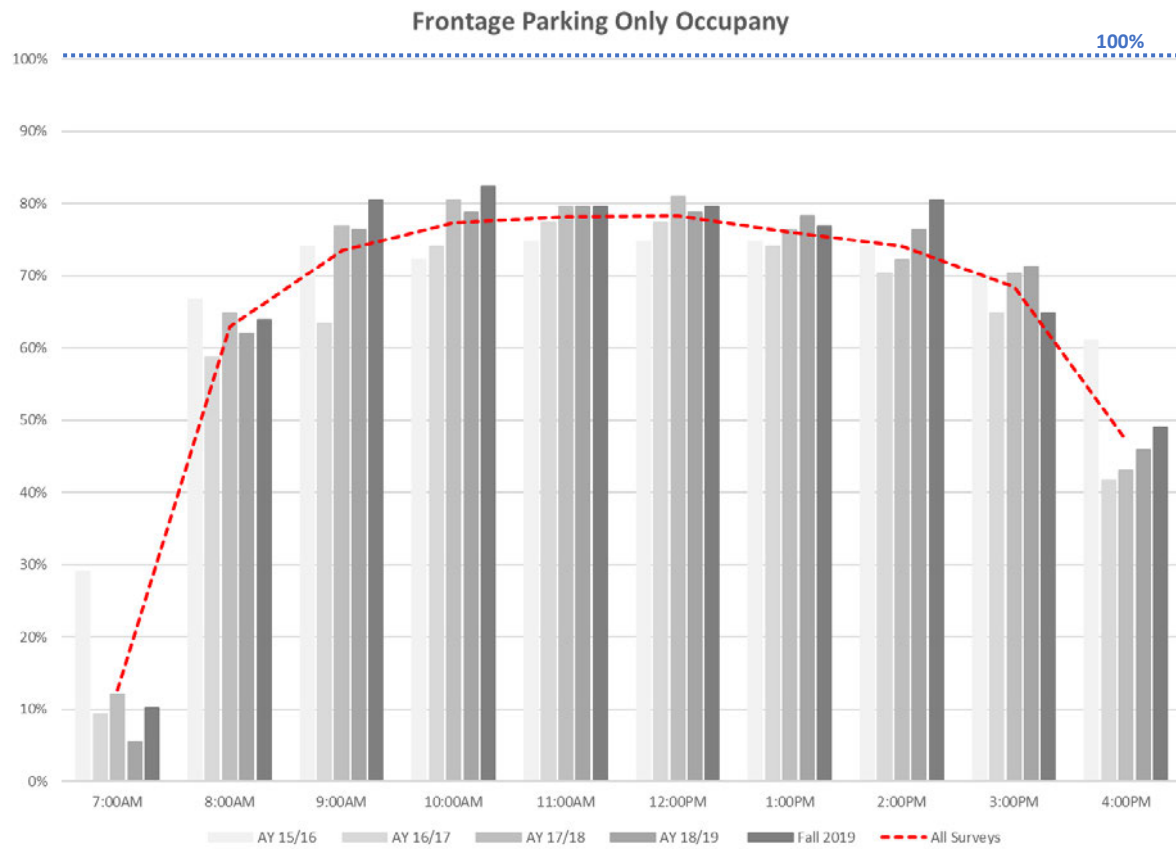


Figure 3
On-Street Average Hourly Parking Occupancy by Location (Frontage) & Academic Year

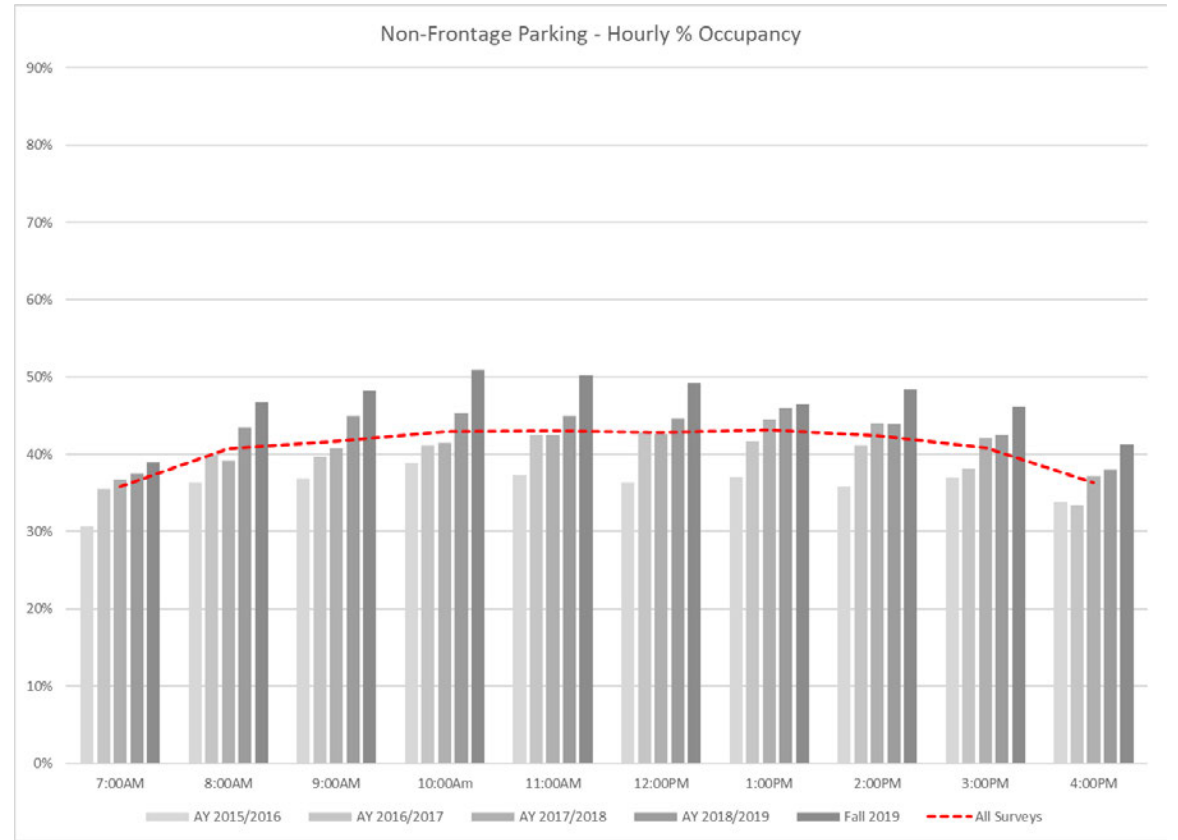
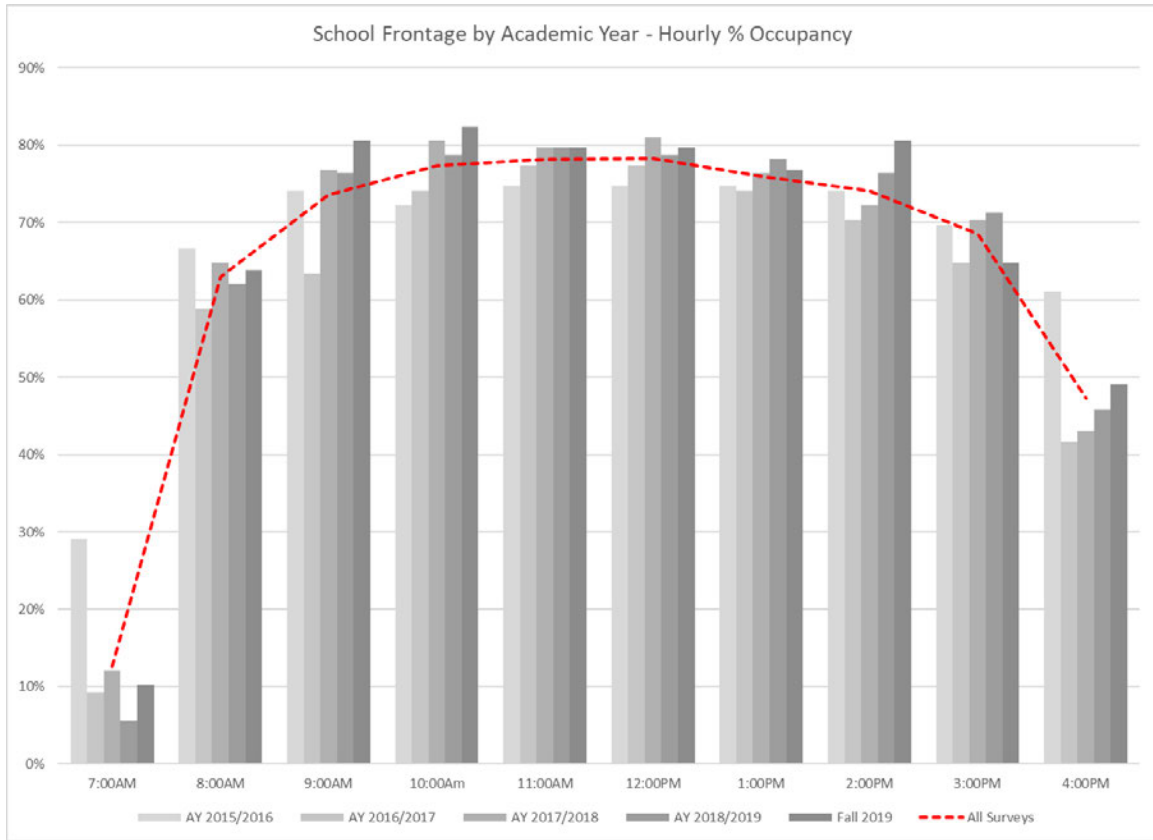




Figure 5 provides a greater level of detail for the non-frontage segments on Bryant Street, Emerson Street, Kellogg Avenue, Melville Avenue and Waverley Street. Generally, these segments have occupancies as follows:

- Bryant Street 30% 3 segments
- Emerson Street 50% 5 segments
- Kellogg Avenue 45% 5 segments
- Melville Avenue 60% 2 segments
- Waverley Street 40% 2 segments
- *School Frontage* 80% 3 segments

Some observations on the parking patterns on the roadway segments are:

- Bryant Street – There has been a general upward trend from AY 2015/2016 to Fall 2019. In terms of the absolute number of vehicles, the 15 percent increase is 9 vehicles over three roadway segments with 40 spaces. The increase could be from any number of factors unrelated to the school such as gardeners, contractors, tenants or changes in vehicle ownership at the residences. Even with the upward trend on these blocks, the parking occupancy are still low indicating there are still plenty of open parking spaces.
- Emerson Street – While there were increases in AY 2017/2018 and AY 2018/2019, there was a decrease in parking demand in Fall 2019. In terms of the absolute number of vehicles, the 8 percent decrease is 7 vehicles over five roadway segments. There are plenty of open spaces.
- Kellogg Avenue – There is a noticeable increase of 10 to 20 percent in the demand in Fall 2019. In terms of the absolute number of vehicles, the 10 to 20 percent increase is 8 to 16 vehicles over six roadway segments. Closer review showed that a large portion of the increase occurred in the section between Bryant Street and Waverley Street. Increases in this segment may be influenced by activity at the Gamble Garden Center (see notes on Waverley Street below).
- Melville Avenue – This roadway showed increases in Fall 2019 primarily in the period from 7:00 AM to 9:00 AM when the occupancy is 70 percent. During the rest of the day, when school is in session, the occupancy drops to 50 percent. Therefore, this early morning increase could be related to an increase in the residential parking demand rather than school activity.
- Waverley Street – This roadway segment has much more variability in the demand. In addition, the hourly profile of the demand follows a pattern similar to that of retail uses where demand is low in the early morning (7:00 – 10:00 AM) and begins to build up around mid-day and peak in the afternoon or early evening. Therefore, the parking demand on Waverley Street and on Kellogg Avenue near Waverley, appears to be influenced by activities at the Gamble Garden Center rather than the school.

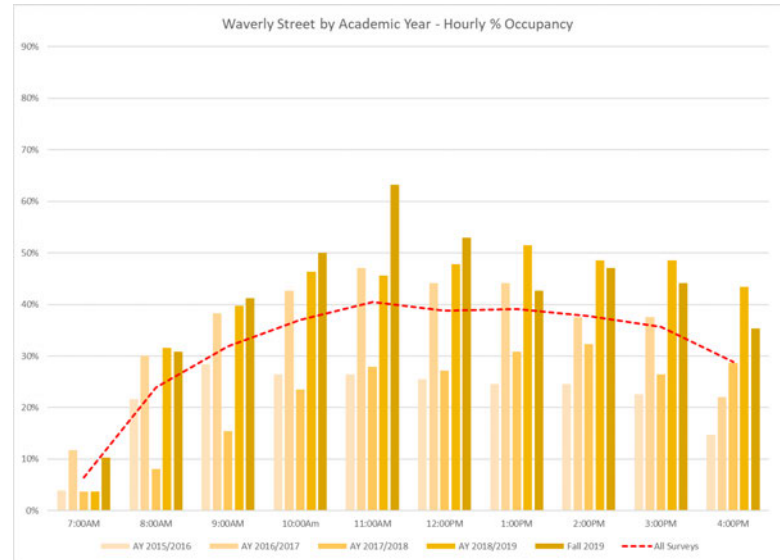
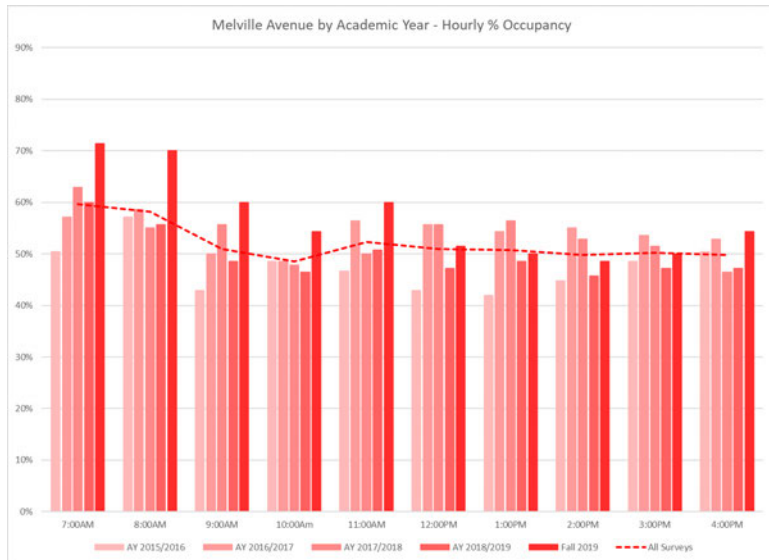
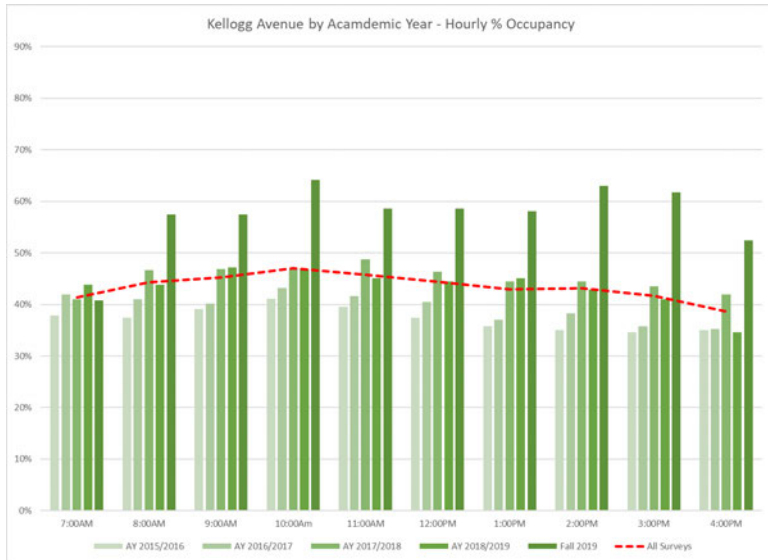
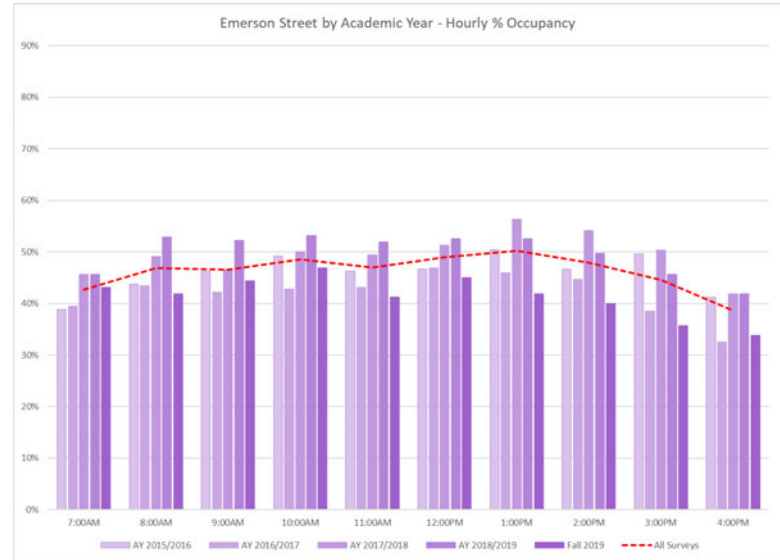
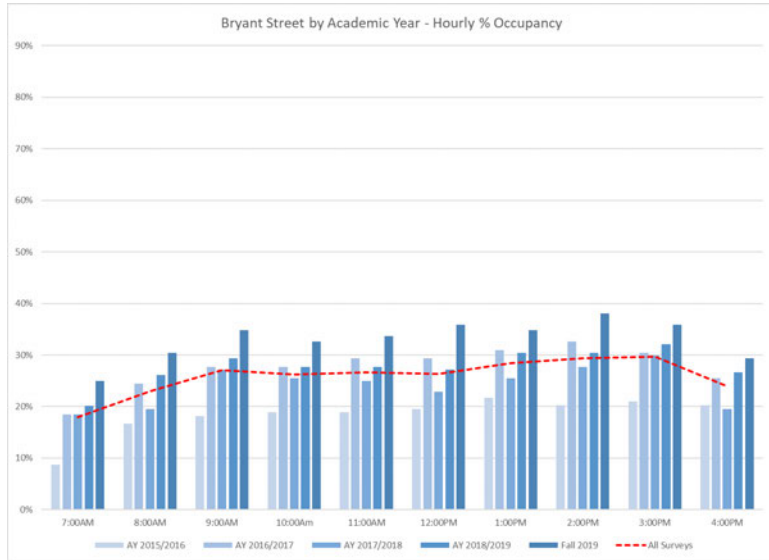
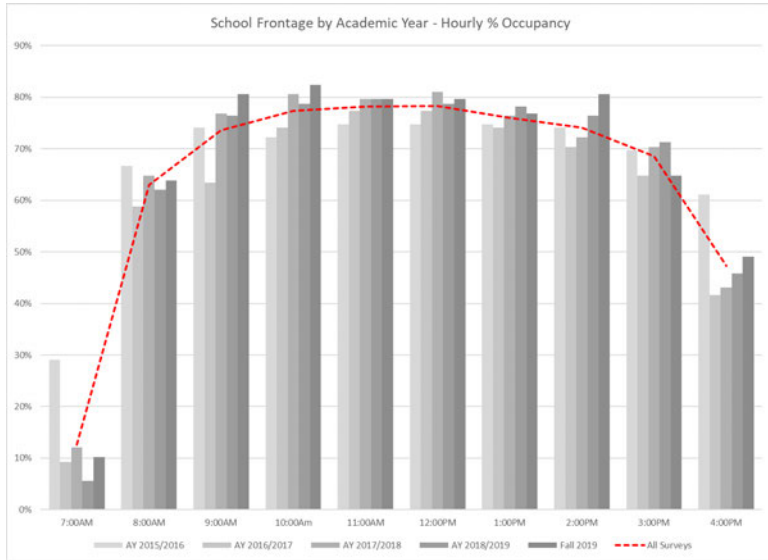


Figure 5
On-Street Average Hourly Parking Occupancy by Location (Street) & Academic Year



Castilleja Parking Demand

Campus Parking Demand

Table 3 summarizes the peak parking counts and peak parking demand rates per student for the 18 parking occupancy surveys conducted by Fehr & Peers. The analysis considered both the on-site parking lots and the on-street parking along the school's frontage. As described above, there are 89 on-site parking spaces and 54 on-street frontage spaces bordering on the Castilleja campus. For the purposes of calculating the parking demand rates for Castilleja school, an adjustment was made to the vehicle counts adding five vehicles that can be parked on Emerson Street north of Melville in front of the two houses owned by the school. No further assumptions were made as to the vehicles parked on the non-frontage roadway segments.

For the 18 survey samples available from the Fehr & Peers monitoring, the parking demand rates for Castilleja school range from a low of 0.25 vehicles per student on October 10, 2017 to a high of 0.31 vehicles per student on April 25, 2019. The median or average of all samples is a parking demand rate of 0.28 vehicles per student and the 85th percentile parking demand rate is 0.29 vehicles per student. The 85th percentile rate is an indication of a peak rate that could occur frequently, which is a rate slightly less than the single highest rate surveyed. When looking at historic data, the single highest day may be an outlier; therefore, the 85th percentile is representative of the peak parking demand.

Fehr & Peers compared the measured parking demand for Castilleja School with the available data for school rates from the Institute of Transportation Engineers (ITE) Parking Demand Manual, 5th Edition. **Table 4** summarizes the ITE rates for High Schools and Private Schools (K – 12) along with the Castilleja specific parking rates.

The ITE rate for High Schools (530) included both public and private schools and has a sample size of 14 surveys. The sites were surveyed in the 1980s, the 1990s, the 2000s, and the 2010s in Arizona, California, Illinois, Minnesota, Oregon, and Pennsylvania. The ITE rate for Private Schools K-12 (536) has a sample size of 4 surveys. The sites were surveyed in the 1990s, the 2000s, and the 2010s in California and Oregon. Castilleja School serves students in grades 6-12. The sample size of the private school data is small and, therefore, may be less representative of a typical rate for this use.

The comparison of rates in **Table 4** shows Castilleja's measured average rate falls between the two available ITE rates; however, Castilleja's 85th percentile rate is lower than both ITE rates. The ITE parking manual recommends that local, measured parking demand rates should be used when available rather using the parking demand rates generated from surveys conducted through the United States. Therefore, using the school specific rate is the most appropriate approach to estimating parking demand.



Table 3: Castilleja Peak Parking Demand (Vehicles per Student)

Date	Students	Hour ¹	Parking Counts (vehicles) ²				Demand (vehicles/student) ³		
			On-Site	On-Street	Adj	Total	On-site	On-Street	Total
9/22/2015	438	1:00PM	71	39	5	115	0.16	0.10	0.26
9/29/2015	438	2:00PM	75	41	5	121	0.17	0.11	0.28
4/12/2016	438	11:00AM	70	42	5	117	0.16	0.11	0.27
4/20/2016	438	1:00PM	79	42	5	126	0.18	0.11	0.29
9/29/2016	438	12:00PM	79	37	5	121	0.18	0.10	0.28
10/4/2016	438	11:00AM	77	37	5	119	0.18	0.10	0.27
4/4/2017	438	12:00PM	71	47	5	123	0.16	0.12	0.28
4/6/2017	438	12:00PM	74	46	5	125	0.17	0.12	0.29
10/5/2017	438	1:00PM	65	38	5	108	0.15	0.10	0.25
10/12/2017	438	2:00PM	76	46	5	127	0.17	0.12	0.29
4/19/2018	433 ⁴	12:00PM	73	45	5	123	0.17	0.12	0.28
4/26/2018	433 ⁴	12:00PM	77	46	5	128	0.18	0.12	0.30
10/4/2018	438	2:00PM	72	43	5	120	0.16	0.11	0.27
10/25/2018	438	2:00PM	77	44	5	126	0.18	0.11	0.29
4/9/2019	432 ⁴	1:00PM	76	43	5	124	0.18	0.11	0.29
4/25/2019	432 ⁴	11:00AM	83	46	5	134	0.19	0.12	0.31
10/8/2019	434 ⁴	10:00AM	81	45	5	131	0.19	0.12	0.30
10/15/2019	434 ⁴	2:00PM	77	44	5	126	0.18	0.11	0.29
Lowest Peak Demand Rate (vehicles/student)							0.15	0.10	0.25
Highest Peak Demand Rate (vehicles/student)							0.19	0.12	0.31

- 1 – The peak hour was identified as the hour with the highest number of parked vehicles in both on-site and along the school frontage. The maximum capacity of the on-site and frontage parking is 143 spaces (vehicles).
- 2 – Parking counts collected by Fehr & Peers along school frontage plus an adjustment of 5 vehicles parked in front of houses owned by the school on Emerson Street north of Melville.
- 3 – Vehicle demand rate is calculated based on the number of the vehicles parked on-site and along the school frontage divided by the total enrollment at the time of the counts.
- 4 – Enrollment remained at 438, however due to factors such as study abroad or a leave of absence only a smaller number of students were on campus. Source: Fehr & Peers, 2021



Table 4: Comparison of Castilleja Parking Rates to ITE Parking Manual Rates

Land Use	LU Code	No. of Studies	Parking Demand Rates (Vehicles per Student)			
			Average	85th-%tile ¹	Low	High
High School ²	530	14	0.26	0.32	0.16	0.34
Private School (K -12) ³	536	3	0.35	0.42	0.28	0.42
Castilleja School	NA	18	0.28	0.28	0.25	0.31

- 1 - The 85th percentile represents the level where the parking demand is lower than that the demand rate 85 percent of the time.
- 2 - ITE Description: A high school serves students who have completed middle or junior high school. Both public and private high schools are included in this land use. The high schools surveyed exhibited significant variations in terms of facilities provided. Because the ratio of floor space to student population varied widely among the schools surveyed, the number of students may be a more reliable independent variable.
- 3 - ITE Description: A private school (K-12) primarily serves students attending kindergarten through the 12th grades, but also may include those beginning with pre-K classes. These schools may also offer extended care and day care. Students may travel a long distance to get to private schools. The private (K-12) schools surveyed exhibited significant variations in terms of facilities provided. Because the ratio of floor space to student population varied widely among the schools surveyed, the number of students may be a more reliable independent variable.

Off-Site (Remote) Parking Demand

Castilleja currently provides off-site parking for faculty and staff at First Presbyterian Church located at 1140 Cowper Street. Castilleja has currently has access to 22 spaces on weekdays. The parking spaces are within the church’s surface parking lot that is located approximately 3 blocks from the campus or a 10-minute walk. **Table 5** summarizes the parking data from Fall 2017 to March 2020 when the shelter in place order was implemented. This shows that, on average, the school’s remote parking demand is between 7 to 13 vehicles, which represents an occupancy of 30 to 60 percent for the 22 spaces reserved for use by the school. Therefore, at present there is no additional need for remote parking, but there may be an opportunity to shift more parking to this location.

Future Parking Demand

It is common practice to project future parking demand based on the measured demand rates for an existing use. Therefore, if the student enrollment at the school gradually increases from 435 students to maximum enrollment of 540 students, provided the school meets project improvement milestones and complies with the mandated trip caps, it would generate an increase in the parking demand of 24 spaces.



Table 5: Castilleja Remote Faculty / Staff Historic Parking¹

Month	Year	Spaces	Monthly Total	Days	Daily Avg	Occupancy
September	2017	22	254	20	13	58%
October	2017	22	224	18	13	57%
November	2017	22	190	17	11	50%
December	2017	22	122	9	13	60%
January	2018	22	226	21	11	51%
February	2018	22	175	15	12	53%
March	2018	22	125	16	8	37%
April	2018	22	115	16	7	34%
May	2018	22	127	16	8	30%
Vacation						
September	2018	22	216	18	12	54%
October	2018	22	187	19	10	43%
November	2018	22	145	16	9	41%
December	2018	22	110	11	10	40%
January	2019	22	146	16	9	43%
February	2019	22	110	12	9	44%
March	2019	22	142	18	8	36%
April	2019	22	137	20	7	39%
May	2019	22	147	21	7	33%
Vacation						
September	2019	22	185	20	9	43%
October	2019	22	170	20	8	38%
November	2019	22	116	16	7	33%
December	2019	22	106	15	7	33%
January	2020	22	164	18	9	42%
February	2020	22	98	14	7	30%
March (9 days)	2020	22	45	9	5	23%
COVID Shelter in Place						

1- Data collected at the parking lot at First Presbyterian Church located 1140 Cowper Avenue.
 Source: Castilleja School



Based on the measured parking demand ratios, the proposed project with 104 on-site parking spaces will be able to meet the peak parking demand for an enrollment of approximately 510 students. To reach an enrollment of 540 students, the peak parking demand would need to be reduced by 10 vehicles or 6 percent. If the on-site parking supply is reduced by 20 percent to 83 spaces, there will be a need to reduce the peak parking demand when an enrollment reaches 445 students. To reach an enrollment of 540 students the peak parking demand would need to be reduced by 31 vehicles or 18 percent.

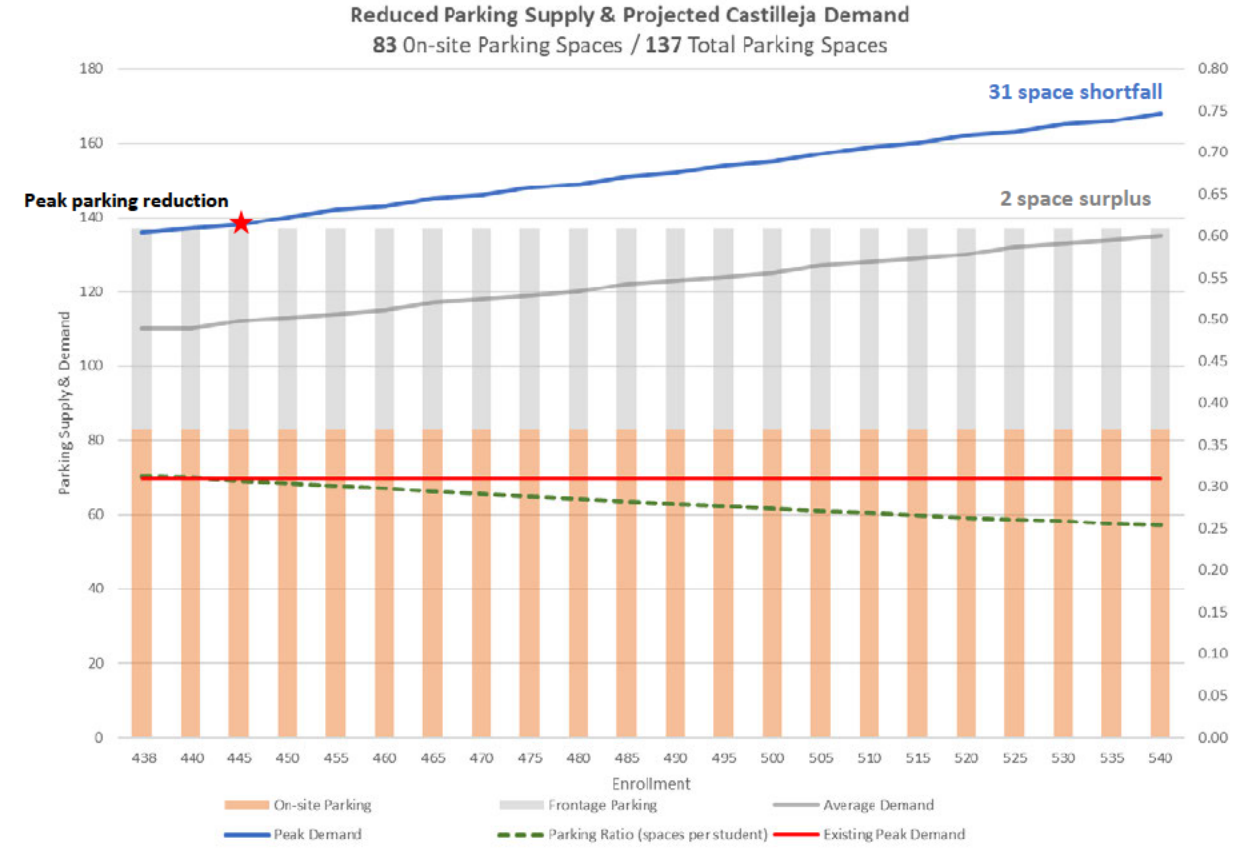
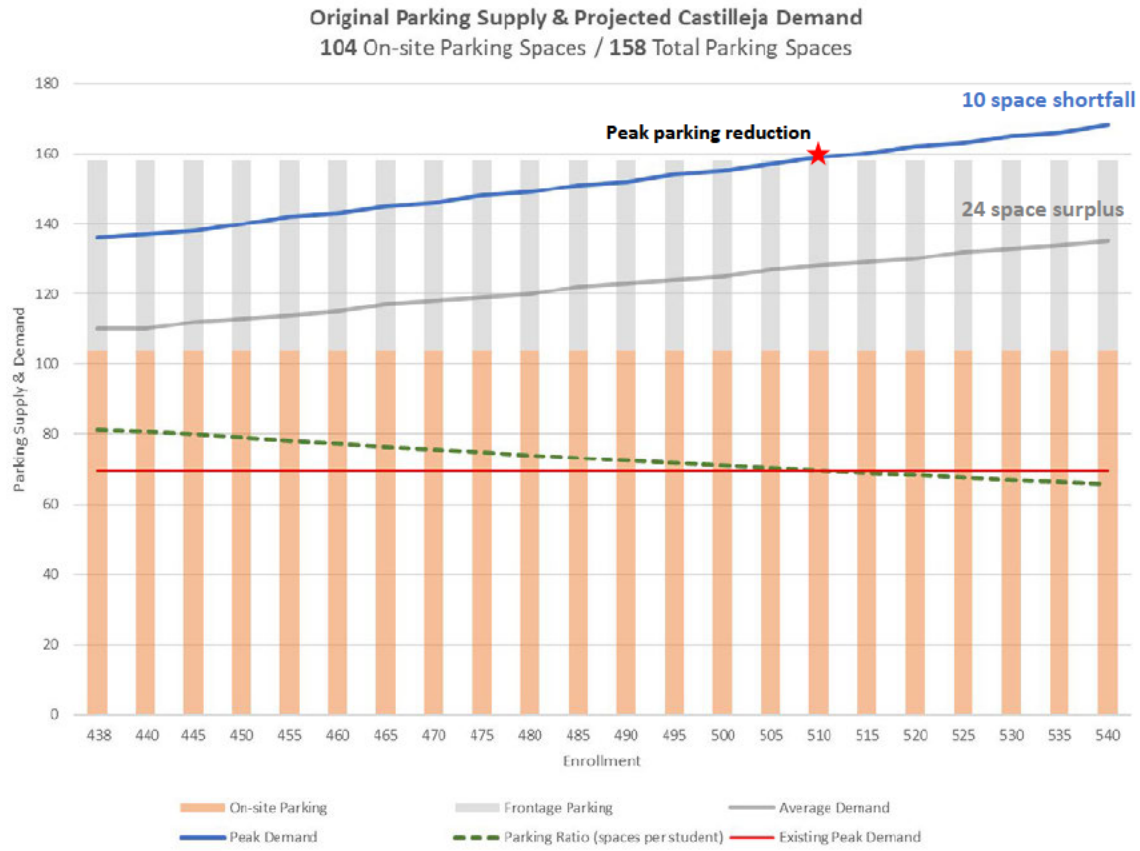
Figure 6 shows the on-site and on-street frontage parking supply, the average and peak parking demand, and the parking ratio in terms of spaces per enrolled student for three future parking scenarios. The first scenario represents the current project proposal, specifically Alternative 4, the Disbursed Circulation/No Garage Alternative, that includes 104 on-site parking spaces. The second scenario is a reduced parking proposal that includes a 20 percent reduction in the on-site parking, or a total of 83 spaces. The third scenario is a reduced parking proposal that assumes a 9 percent reduction in the on-site parking, or a total of 94 spaces. Both scenarios assume that the 54 parking spaces along the school frontage can be used by Castilleja faculty, staff, students, and visitors.

The key elements of the graphs in **Figure 6** are:

- **Parking Supply** – The orange bars represent the on-site parking supply and the gray bars represent the on-street frontage parking supply. The total parking proposed with Alternative 4 is 158 spaces (104 on-site spaces plus 54 frontage spaces) and the total parking supply with a 20 percent reduction would be 137 spaces (83 on-site spaces plus 54 frontage spaces).
- **Parking Demand (vehicles)** – The gray lines represent the average daily parking demand based on the number of students enrolled and the blue lines represent the peak parking demand that will occur from time to time.
- **Parking Demand Ratios (spaces per student)** – The red line on the graph shows the school's existing parking ratio in number of spaces per student. The dashed green line shows how the parking demand ratio will need to change as enrollment increases to keep the peak demand within the parking supply provided.

The increase in average and peak parking demand based on increases in enrollment relies on two key assumptions:

- 1) no change in the driving or parking behavior of the students, faculty or staff, and
- 2) no change in the ratio of faculty/staff to students.





These two assumptions are conservative in the case of Castilleja School. In terms of travel behavior, the City of Palo Alto will impose strict AM/PM peak hour and daily trips caps to maintain traffic at the existing levels. To meet these trip caps, Castilleja is planning to expand their TDM programs to reduce the number of vehicle trips to and from the campus which will also reduce the parking demand, as discussed below. Programs that increase the level of carpooling by faculty/staff, increase use of shuttles, and restrictions on student parking on-site will be effective at reducing the parking demand.

Parking Proposal per Municipal Code

The following conclusions can be drawn regarding the parking proposal of 104 on-site spaces with a maximum enrollment of 540 students:

- Based on the existing average parking demand ratio, on average there would be a surplus of 23 spaces and the parking occupancy would be 85 percent. As shown by the gray line on the left side of **Figure 6**.
- Based on the existing peak parking demand ratio, at peak periods there would be a shortfall of 10 spaces and the parking demand would need to be reduced by 6 percent (from 0.31 spaces per student to 0.29 spaces per student). As shown by the blue line on the left side of **Figure 6**.
- A reduction in the parking demand would need to begin when enrollment reaches approximately 510 students. As shown by the red star on the left side of **Figure 6**, when enrollment reaches 510 students the peak parking demand exceeds the available parking supply.

20 Percent Parking Reduction

The following conclusions can be drawn regarding the reduced parking proposal of 20 percent that would provide 83 spaces on-site with a maximum enrollment of 540 students:

- Based on the existing average parking demand ratio, on average there would be a there would not be a shortfall of parking and however the average occupancy would be 100 percent. As shown by the gray line on the right side of **Figure 6**.
- Based on the existing peak parking demand ratio, at peak periods there would be a shortfall of 31 spaces and the parking demand would need to be reduced by 18 percent (from 0.31 spaces per student to 0.25 spaces per student). As shown by the blue line on the right side of **Figure 6**.



- The reduction in the parking demand would need to begin when enrollment reaches 445 students. As shown by the red star on the right side of **Figure 6** when enrollment reaches 445 students the peak parking demand exceeds the available parking supply.

9 Percent Parking Reduction

The following conclusions can be drawn regarding the reduced parking proposal of 9 percent that would provide 94 spaces on-site with a maximum enrollment of 540 students:

- Based on the existing average parking demand ratio, on average there would be a surplus of 13 parking spaces. As shown by the gray line on the right side of **Figure 7**.
- Based on the existing peak parking demand ratio, at peak periods there would be a shortfall of 20 spaces and the parking demand would need to be reduced by 13 percent (from 0.31 spaces per student to 0.27 spaces per student). As shown by the blue line on the right side of **Figure 7**.
- The reduction in the parking demand would need to begin when enrollment reaches 475 students. As shown by the red star on the right side of **Figure 7** when enrollment reaches 475 students the peak parking demand exceeds the available parking supply.

Impact of Right Sizing on Future Parking Demand

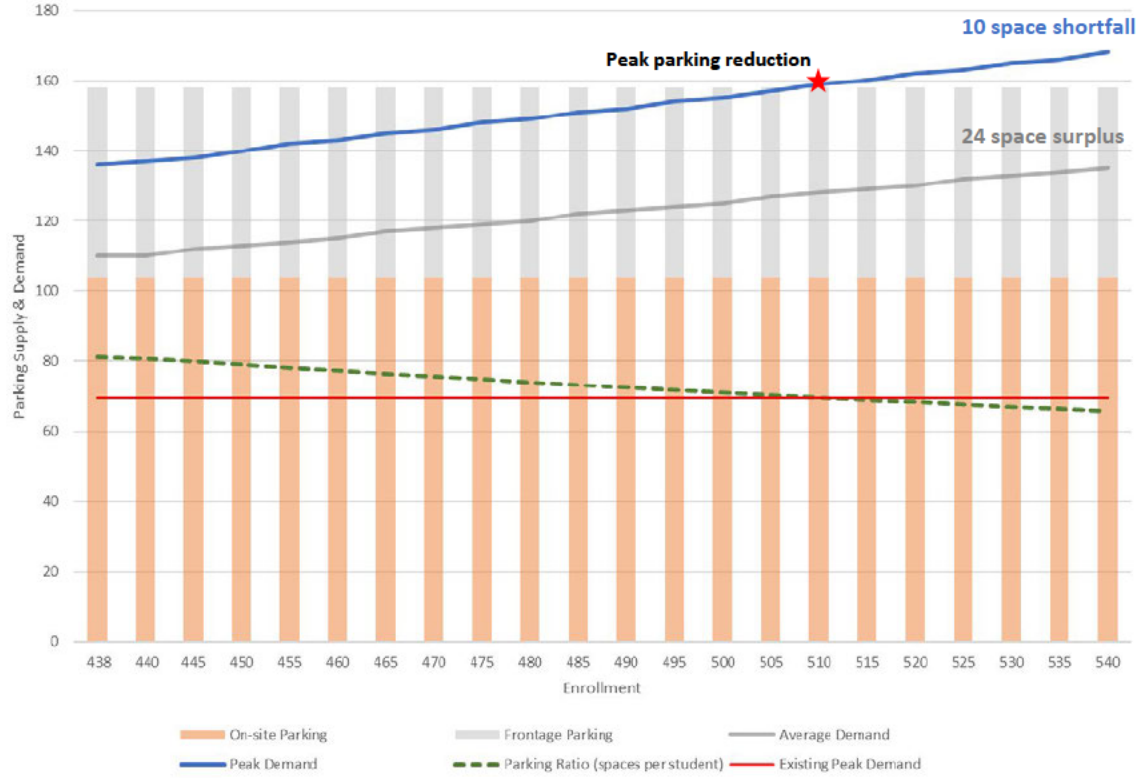
One of Castilleja's goals is to right size the campus, which will reduce the number of staff that will be added as enrollment increases. Currently, the school operates at a ratio of 6.6 students per staff. When the master plan is completed, the school will operate at a ratio of 7.7 students per staff. This change in operations would reduce the number of added staff from 16 under current ratio to 6 under the new ratio. Therefore, the right sizing will effectively reduce the parking demand of staff. Currently, just under 60 percent of the staff drive-alone to campus. Therefore, if there are 10 fewer staff needed in relationship to the enrollment increase, it would equate to a parking reduction of 6 vehicles (10 staff X 0.60 drive-alone rate) at an enrollment of 540 students.

TDM Strategies that Reduce Parking

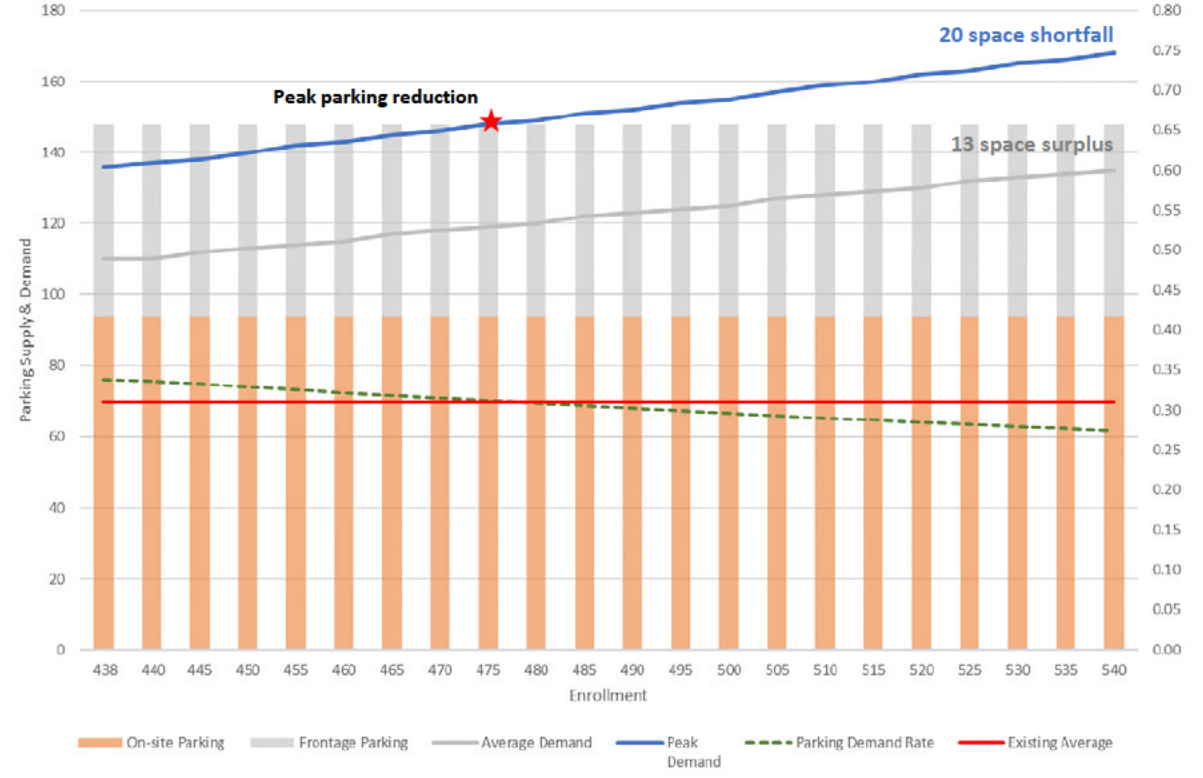
Castilleja School is required to provide an aggressive TDM program to reduce vehicle trips to and from the site. The school must meet peak period and daily trip caps to increase enrollment.

As discussed in the Castilleja High School TDM Plan Program Operations Manual prepared by TDM Specialists, Inc., dated July 23rd, TDM effectiveness — measured primarily through alternative transportation mode-uses, vehicle trip reduction, and parking demand reduction — depends on various influences beyond the individual strategies or measures implemented. Each TDM strategy has its inherent opportunities and limitations. In general, TDM strategies complement each other. For example, effective parking management helps encourage all core TDM options (e.g., transit,

Original Parking Supply & Projected Castilleja Demand
 104 On-site Parking Spaces / 158 Total Parking Spaces



Reduced Parking Supply by 9% & Projected Castilleja Demand
 94 On-site Parking Spaces / 148 Total Parking Spaces





bicycling and walking, carpooling, vanpooling, and tele/remote learning). Promoting transit works well in areas well served by a local and community transit and shuttle network, but not as well where transit or shuttles frequencies are light but will have little effect for carpoolers.

Leveraging commuter "incentives" with "disincentives" will further strengthen the effectiveness of the entire TDM program. Examples include providing transit subsidies to employees (an incentive that improves transit ridership), restricting sophomores and juniors from driving to campus (a disincentive that reduces parking), and allowing on-site parking for carpools with three or more passengers (an incentive to carpool).

TDM program's effectiveness is strengthened by applying packages or combinations of measures that work together or in tandem. While many of Castilleja's TDM programs contribute to reducing parking demand, the following existing and planned strategies have a direct impact on parking demand:

Student/Parent TDM Measures

- Bike to School program and facilities (approximately 14% of the student population and 10% of employees bike to school)
- Student TDM Policy and Pledge with mandatory participation - 3x days per week minimum use of alternative transportation
- Expanded/enhanced carpool matching program
- Preferential carpool parking (3+ students per vehicle)
- Eight shuttles serve Portola Valley, Menlo Park, Los Altos, San Mateo, Burlingame, Woodside, East Palo Alto, and the Palo Alto Caltrain Station. The City's Embarcadero Shuttle also provides 16 trips to and from the Palo Alto Caltrain Station.
- Additional shuttle bus routes to serve students (in areas to be determined)
- Add late-afternoon shuttle departures to increase shuttle usage
- Additional restrictions on junior students driving alone and parking on campus
- Remote drop-off/pick-up areas with shuttle service to campus
- Castilleja Transportation Coordinator and Rideshare Incentive Program
- Vehicle registration and permitting
- Scheduling of on-campus meetings to minimize overlap and parking demand



Staff/Employee/Faculty TDM Measures

- Employee TDM Policy and Pledge with mandatory participation (3x days per week minimum use of alternative transportation)
- Preferential carpool parking (2+ staff/faculty per vehicle)
- Employee transit subsidies
- Guaranteed Ride Home Program for carpool, cyclists, and transit users
- On-site Lyft car-share program
- Vehicle registration and permitting
- Employee off-campus parking
- Additional employee remote off-site parking

Since the schools monitoring includes the collection of parking data, the school will be able to track how the TDM program is impacting parking demand and modify accordingly.

For example, with a 9 percent reduction, peak parking demand would need to be reduced by 10 percent or 20 vehicles at an enrollment of 540 students. This reduction would need to begin at an enrollment of 475 students. If the right sizing of staff reduced parking demand by 6 vehicles, the TDM program would only need to reduce parking by only 14 vehicles. Parking demand could be monitored through the four surveys per year, evaluated and modifications made before enrollment even reached 475 students, as enrollment is phased in over time.

(5) Exiting the garage on Emerson St. will also necessitate blinking lights and alarms to alert other drivers, pedestrians and cyclists and negatively impact quality of life of neighbors, and

(6) The garage design will pump toxic CO₂ fumes to be exhausted into the residential neighborhood above.

4. The Castilleja Expansion Project Poses a Threat to Fragile, Valuable Public Resources such as mature trees, including protected oaks and redwoods, groundwater and clean air.

(1) These trees belong to the people of Palo Alto and Castilleja's plan of replacing them with numerous saplings is an insult to the trees and community.

(2) The Arbor Day Fdn (2019) estimates each mature tree absorbs up to 48 lbs of green house gases annually.

(3) Castilleja by moving and lowering their swimming pool will pose an annual threat to Palo Alto's groundwater table (see attached letter of Keith Bennett of Save Palo Alto's Groundwater, 1/19/22).

(4) If the school's pool is left where it currently is, groundwater will not be threatened and 56 onsite parking spaces will be retained thereby obviating the need for an underground parking garage.

(5) Construction and maintenance of the underground garage as well as essentially allowing unlimited driving to the campus will unfortunately add dangerous greenhouse gases into the neighborhood.

5. The Much Touted Transportation Demand Management Project is a Smoke and Mirrors Campaign to Allow Students, Parents and Staff to Drive to School with the School Proposing to Monitor its own Compliance.

(1) Castilleja is touting a "no net new trips" trip a day that they and City staff say they will monitor.

(2) Given the school's 20 years of overenrollment and allowing excess school traffic in the neighborhood causes neighbors to dismiss that the school will fairly and accurately monitor and report their TDM annual figures.

(3) Please note that 75% of Castilleja's students come from outside Palo Alto and the school resists mandatory shuttling and senior-only driving.

(4) I request that the PTC recommend to Council senior-only driving and mandatory shuttling for students and staff. This is the only way that neighbors and the City will have accurate metrics on how many cars and coming to the City daily.

(5) Why have Sustainability Goals when Castilleja and the City essentially encourage students and teachers to drive by building an underground garage, refusing to approve mandatory shuttling and not limit student drivers to "seniors only"?

6. An Enrollment of 450 Students is a Reasonable Number for the Castilleja Site.

(1) At this point, it is important that Castilleja receive a C.U.P. for no more than 450 enrollees and demonstrate to the City and community that it can live within the law and effectively maintain its TDM program without problems for neighbors or Palo Alto residents generally.

(2) An underground garage is not be needed if enrollment is capped at 450 students

as sufficient street level parking exists. (Fehr&Peers '21).

7. The Castilleja Expansion Project represents an erosion of the City's Municipal Code, Zoning Ordinance, Safe Route to Schools Program, Tree Protection Ordinance, Sustainability Goals and the Comprehensive Plan. For clarification, the Comprehensive Plan talks about underground garages being favored in commercial zones and in locations with multiple family housing, not in R-1 neighbors. In fact, the Palo Alto Comprehensive Plan (2017) acknowledges: *the importance of maintaining a thriving urban forest, maintaining neighborhood character and reducing reliance on the car.*

In sum, is the Castilleja School Expansion Project really the project the PTC wants to make so many zoning exceptions for at this time, given that Castilleja has the resources to modify their project design to meet existing laws as other local private schools have done? Castilleja will set a precedent for other Palo Alto development projects requesting exceptions to our planning documents. If such variances and exemptions are going to be made at this time, shouldn't they be made for those projects seeking to address vital public needs such as affordable housing?

Thank you,
Mary Sylvester
Melville Avenue
Palo Alto

From: [JIM POPPY](#)
To: [Planning Commission](#)
Subject: No blank check for Castilleja. Please protect our neighborhood.
Date: Monday, April 18, 2022 5:13:26 PM

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 do not give Castilleja a blank check to do whatever they want without any oversight or enforcement. There are many outstanding issues that remain unresolved.

Unfortunately, the planning department is an advocate for the school and has compromised the entire process with a lack of transparency.

1. Variance. The school is asking for a variance to allow a huge increase in GFA. 41,000 sq ft above what is allowed. Do not approve this! Why should the school get such a massive exemption? Do not let the planning department continue to evade the magnitude of this!

2. Enrollment. City Council gave PTC instructions to review how enrollment increases could happen beyond the recommended starting point of 450 students. The planning department assumes that an increase to 540 is already part of the proposal. Enrollment must stay at 450 until construction is done and a proper and accountable measurement of traffic can be instituted. A TDM is a theory, not a guarantee. Total traffic must be measured, not just student traffic at peak times. And the TDM committee must include at least two neighbors who are not sympathetic with the school.

3. CUP. The CUP was devised by the school and planning department without any regard to neighbors. And the City has never been able to enforce the Castilleja CUP, which has allowed illegal enrollment for over 15 years. Please put some teeth into the CUP with severe penalties and neighborhood oversight.

4. Trust. Why would you trust the school after they have threatened you with letters from lawyers trying to concoct bogus comparisons? The head of school lied to the ARB recently about tree protection, saying the plans had been approved by urban forestry. And the school has pocketed millions of dollars illegally with over-enrollment. The school claims that the TDM will "guarantee" compliance, which is also bogus. Do not trust the school administrators! They are making you look bad.

Please provide neighbors and the broader community with carefully worded and enforceable guidelines. A blank check is not a form of governance.

Thank you,
Jim Poppy
Melville Avenue

From: [Mayma Raphael](#)
To: [Council, City; Architectural Review Board; Planning Commission](#)
Subject: Letter to PTC in Support of Castilleja
Date: Thursday, April 14, 2022 3:58:51 PM

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

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Dear PTC Commissioners,

I am writing to express my support for Castilleja's project. I am a Palo Alto resident and am writing to ask for your support for the 69-car underground garage that Castilleja has submitted. To me, it is just incredible how long this review process has taken with the City, and now Castilleja has again submitted modifications with further compromise. Their goals are so straightforward: modernize their dated campus (and in so doing, improve neighborhood aesthetics); increase enrollment so more students can benefit from their program; move parked cars below grade so that green space can be preserved; preserve trees. They have reduced the size of their academic buildings, reduced the size of the underground garage, preserved more trees, and continued to enforce a vigorous Traffic Demand Management (TDM) program so that neighborhood traffic is minimized. After years and years of compromise, you now have before you a project that meets the school's goals while best serving the immediate surroundings. On March 17, the ARB confirmed that goal and unanimously approved the project. The experts have weighed in, and we should respectfully listen.

As a current parent at Castilleja, I can attest to the TDM expectations of the school. Palo Alto students are expected to arrive by bicycle, while students from neighboring communities arrive by train, carpool, or one of the many bus routes available. The school has reduced traffic by ~ 30% in recent years, and I understand their new CUP will add additional TDM measures.

Fundamentally, Castilleja should be able to modernize like other Palo Alto schools without being handcuffed by unreasonable limitations. I implore you to vote to recommend approval of the new garage and the smaller academic building so that this process can move expeditiously to City Council.

With gratitude,

Mayma Raphael


From: [Douglas Kreitz](#)
To: [Planning Commission](#)
Subject: Action Item #2, April 20, 2022
Date: Tuesday, April 19, 2022 8:07:50 AM

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Dear Planning and Transportation Commissioners:

As a long-time resident of Palo Alto, I ask that you reject Castilleja's application for its proposed expansion.

I am concerned that such a large complex being allowed on 6 acres of land will have a negative impact on the surrounding neighbors as well as throughout Palo Alto. This expansion has no place in our Palo Alto neighborhoods.

It is unacceptable.

Please insist that Castilleja comply with current building standards and follow our municipal code.

Thank you,

Douglas Kreitz
University South Neighborhood

From: [Kathy Layendecker](#)
To: [Planning Commission](#)
Cc: [Council, City](#); [Nanci Kauffman](#); [Lait, Jonathan](#); [Tanner, Rachael](#); [French, Amy](#)
Subject: Support for Castilleja
Date: Tuesday, April 19, 2022 9:07:24 AM
Attachments: [March 30 2022 PTC Hearing Supporter Comments.docx](#)

You don't often get email from klayendecker@castilleja.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 Chair Lauing and Commissioners Chang, Hechtman, Reckdahl, Rooparvar, Summa, and Templeton,
Attached for your reference is a transcript (derived from the City's recording) of the many speakers who spoke in support of Castilleja's proposal at your March 30, 2022 hearing. These long-time residents represent a broad swath of the Palo Alto community, some with connections to Castilleja and others with none. What they do hold in common is their belief in single-sex education for girls and young woman and the positive impact that Castilleja has made on the Palo Alto community over the last 115 years.

Because the comments are voluminous, I thought I would share a few highlights below. Thank you for your attention and for the important work you do for our City.

Respectfully,
Kathy Layendecker

Excerpts from 3/30/22 PTC Hearing Comments

Bill Burch:

"You are overseeing change, not growth. Just positive change. Change that opens doors, educates children, creates opportunity, improves the environment, beautifies the neighborhood, limits traffic, and reduces impacts."

Jochen Profit:

"By building a sustainable Campus, paying for underground parking—which initially neighbors had asked for, and now apparently they don't like anymore—to improve conditions along the bike boulevard, adding more to the 100 trees and preserving many, many heritage trees, Castilleja really is making a huge infrastructure investment in the city of Palo Alto."

Lian Bi:

"As a near neighbor, I support a parking option that moves more cars below grade and away from the bike boulevard. I would much prefer to walk along a car-free tree lined street."

Julia Ishiyama:

"I bring up Castilleja's important mission, not as a substitute for sound planning fundamentals, but as an important addition. This is a thoughtful, carefully crafted modernization proposal that gets it right on the technical merits and on the values."

--

Kathy Layendecker

She/her/hers

Associate Head of School
Finance and Operations

Castilleja School
[1310 Bryant Street](#)
[Palo Alto, CA 94301](#)

P (650) 470-7751
E klayendecker@castilleja.org
www.castilleja.org

Supporters of Castilleja CUP and Master Plan Proposal

Bill Burch

My name is Bill Burch and I am here to speak once again in support of Castilleja's application for a new conditional use permit.

As I shared the last time I spoke with you, my family has lived in Palo Alto for over 40 years. During that time, we've come to love and appreciate our community, a community that's seen unprecedented change. What was once known as Agriculture's Valley of Heart's Delight is now known as Silicon Valley, leading the world with innovative technology that has changed everyday life on every level.

Castilleja is a school that is only a few years younger than the city that has progressed so much. In fact, by the time Bill and Dave started working in the garage on Addison Street, just a few blocks from the Casti campus, Castilleja had already been educating young women for 31 years. But for the past 15 years, Castilleja has been frozen in time.

Other schools throughout Palo Alto have been allowed to update and improve their facilities with cutting edge science labs and updated art studios. All the while, homes surrounding the campus have been taken down to the ground and rebuilt anew with energy efficient systems that meet Palo Alto sustainability goals. Castilleja, too, wants to be part of a sustainable future and its plans include net zero energy, fossil fuel free operations, water reduction and re-use, and over 100 new trees.

At this point, I have to ask: What are we waiting for? Like many Palo Altans, we have seen how our valley has moved from apricot groves to office parks in a relatively short period of time. I know how easy it is to conflate change with growth. But let me stop right here. In the case of Castilleja, change does not automatically equate to growth.

If anything, the school is becoming smaller, minimizing its impacts in every way possible as it updates its campus. Let's look at this with regard to traffic. Since 2013, Castilleja has reduced daily car trips by up to 31%. This is a change. But as I said, not all change represents growth. Instead, traffic is reduced by almost one third and under the conditions of approval, it will need to remain at that level.

It is at this reduced level that Castilleja will be expected to function in the future, no matter how many students are added. Regarding events: with the plan before you, Castilleja will reduce the number of on campus events by 30%, limit hours of operation and work under the most restrictive CUP for any school in the region. With regards to scale, let's begin with the circle, which is the heart of the campus. The new plan makes the circle smaller, drawing activity into the center of the block, increasing the set backs and pulling the buildings away from the neighboring homes. The redesigned roof lines will be lower and more varied and more in keeping with the scale and shape of the neighboring homes.

With regards to square footage, there is a lot that has been said during these hearings about the square footage, and these conversations plow deep into the weeds very quickly. I think this is because it takes real work to find a way to characterize this change as growth. But two points stand out. First, the above ground square footage of the new learning spaces is smaller than the count of the structures it is replacing. Second, the proposed above ground square footage falls well below the current permits, and applying new regulations to old permits doesn't change that fact.

These are good changes and they do not represent growth. Castilleja has been operating as a school on this block for well over a century. The school had already been open for a year when the first Model T rolled off Henry Ford's assembly line. It pre-dates zoning, and it predates every single one of us attending this meeting tonight, and it will be around long after we are all gone.

This historic school is asking for permission to change, not grow. When I hear arguments against this proposal, I feel that many of them come from a basis of fear. But to address those fears, please look closely at the proposal and the conditions of approval.

First, traffic cannot increase even as more students join the community. Fearful voices say it can't be done. That increased enrollment equals increased traffic. If that is true, then the school will not be allowed to enroll more students and in fact, might be required to reduce the number of students depending on traffic conditions. There is nothing to fear here. Okay. Let's take a moment to hone in on the tasks given to you by the City Council last spring.

Two points.

First, the council members asked you all to find a path from 450 to 540 students in this proposal. They did not ask you to determine another number. Number two, the council members asked you to find a path through 450 to 540 students in this proposal, and they did not ask you to create a new process that involves reapplying for a new cup each year.

Let me speak to this specifically. At your most recent hearing about this project. I heard some commissioners suggest that the school should be forced to return to the city to apply for a new conditional use permit each time it hopes to grow by 25 or 27 students. As someone who has experienced the Palo Alto process firsthand, including my dad who served on the council, I must express that I completely oppose this idea. It is a misuse of city resources. Our city staff and volunteers like you, commissioners, board members and council members have already spent years reviewing this proposal. The accountability measures are built into the conditions of approval. CUPS have never been and should not become an annual process. Certainly the length of time it has taken to review this one proves that. Within their directive to find the path to 540, the city council members have signaled their faith in Castilleja and in you.

The City Council members have clearly told you that they believe that this can be done, and I wholeheartedly agree. So I ask again, what are we waiting for? I realize that we are in an era of

polarizing anti-growth in Palo Alto. In this case, I urge you to support this project as it does not represent growth. To fulfill your mission as a commission, you are asked to make recommendations to the City Council about the comprehensive plan, which, "reflects community values and provides a collective vision that both guides preservation and growth and change." In this case, your work is easy. You are overseeing change, not growth. Just positive change. Change that opens doors, educates children, creates opportunity, improves the environment, beautifies the neighborhood, limits traffic, and reduces impacts.

This is the good kind of change. And to love this city, to really love it, you have to follow in the footsteps with those who came before us and continue to embrace the spirit of innovation and change. What are we waiting for?

Lorraine Brown

Good evening. There are a few facts that I want to clarify based on statements I've heard this evening. Misinformation that's been repeated for years. First, I want to address the continued mischaracterization of the Castilleja project as an expansion. We need to be accurate in our language and call it what it is. A campus modernization similar to what other schools in Palo Alto have completed. Asserting that a Costco sized building will replace the current building on Kellogg Street ignores the fact that the proposed plan, which has been redesigned several times and approved by the ARB twice, is smaller than what is there now. Please look at the plans. The update is beautiful. It reflects the neighborhood aesthetic and again, the massing is less than what we see today. It is not an expansion. Second, declaring that the school's existing above grade square footage is significantly in excess of what code allows ignores the fact that Castilleja as a school, operates under a CUP. The conditional use permit dictates the school's permitted square footage, which is different from a residence because of a CUP. The standards are different for a school than they are for a residence. That's a fact. The whole reason that the school must apply for a CUP is because it is not a residence and residential codes do not apply.

Third, I hope we can finally put to rest questions about the FAR. Castilleja's current FAR is 0.51 and the proposed FAR will be 0.48. I will say it again: this is not an expansion. The school has revised these plans again and again because the goalposts keep moving. It's time for this to stop. Countless other Palo Altans like me believe the time has come for the project to be approved.

The school has come forward with excellent mitigation measures, built in consequences, and plans for compromise. Lastly, one point about enrollment. I suspect that the word expansion came in part from the school's request to increase enrollment and expand opportunities for more young women. It is imperative that people understand the facts, though. 540 is contingent on the success of the school's TDM program and is only attainable if car trips remain below 383, which, by the way, is significantly below the 440 trips in the school's original proposal.

Said differently. 540 is a goal, but not a guarantee, fully contingent on the school's TDM performance and enforceable by measures in the conditions of approval. These traffic mitigations are central to the

entire proposal, and no expansion in enrollment will happen unless the traffic in the neighborhood is fully mitigated. It's time to say yes. Thank you very much, Commissioners.

Jochen Profit

Thank you for the opportunity to speak. The council asked you to determine a path to 540 students. This isn't just a number. I'd like to remind you that behind each individual here is a face, a story, hopes and potential. As a young girl who wishes to attend a school, Castilleja, that will enable her to pursue whatever sets her mind to, to pursue her dreams, become a leader in this world—a female leader. Please, don't block her path. The meeting on January 22, just a couple of months ago, someone mentioned, and I think even tonight, if I listened correctly, some have mentioned that it'd be wiser to hold enrollment at 450 and then have the school demonstrate whether they could adequately manage traffic before allowing any other students to join. That process is in fact exactly what the city has already proposed. With the plan as it's outlined, the school will only reach 540 if traffic remains level. As someone who pays taxes, lives in Palo Alto, I'd like to go on the record saying that the city should not ask Casti to return each year for a new approval process. It's entirely a waste of taxpayers' money. And I think at some point someone will write a story in the newspaper about this here being an example of failed governance.

Traffic monitoring and concrete limits are already baked into the plan. So I'm puzzled as to why we keep having Groundhog Day-like conversations. The schools' ability to enroll more students is contingent, contingent on verified success in keeping car trips down and abiding by the TDM.

I'm one of the many people who is grateful to Casti and for working so hard and so long to make this proposal become a reality. By building a sustainable Campus, paying for underground parking—which initially neighbors had asked for, and now apparently they don't like anymore—to improve conditions along the bike boulevard, adding more to the 100 trees and preserving many, many heritage trees, Castilleja really is making a huge infrastructure investment in the city of Palo Alto. At this juncture, the school has provided you with an incredible amount of information about the traffic mitigation measures and how they will be held accountable.

I hope you have thoughtfully and Thoroughly examined the data that will inform the discussion on how to help more girls reach their goals. 540 isn't just a number.

Roger McCarthy

My name is Roger McCarthy, and I am here to speak in support of Castilleja School's proposal. But first, I would like to thank you all for your time and your service on the board and the work you have done so far. I have served on boards, and I know it is a thankless task.

I urge the PTC to observe, to approve as quickly and expeditiously as possible as changes and upgrades to Castilleja projects that have undergone multiple years of review. I have spoken to you in support of the Castilleja before because I believe strongly that this project must be approved. I am deeply invested in seeing this project gain approval and break ground.

While we have agreed, argued over the relatively insignificant of the Castilleja plans, hundreds of young women have missed the opportunity to study in an all women environment of an exceptional educational institution that every indicator predicts would have made them more successful, particularly in the STEM fields. We have now reached a point where this horrendous NIMBY delay has become unjust to the future of young women whose only sin is they can't vote.

By way of introduction, I have lived more than 20 years about a mile from Castilleja. Although I have a daughter, I have never seen a child there. I have no collection connection with Castilleja here, past a present, and I have never even set foot in there. My interest in this issue stems solely from the concerns of the nation's top technical hierarchy, the National Academies.

I am an officer and treasurer of the National Academy of Engineering, a governing board member of the National Research Council, and Director of the National Academies Corporation. For reasons I am sure everyone understands, we must make a national priority, increasing the representation of women in STEM fields. If technology's future is going to reflect our values, it desperately needs more women and leaders in tech.

All girls schools play a critical role in that effort in Silicon Valley and in the world. During their formative years, study after study has found that young women can develop and grow their leadership and skills faster and more efficiently in an all girls school environment. This is particularly evident at the rate at which girls who graduate from All-Girl institutions eventually go into the STEM fields.

The only argument about this evidence is the rate at which it is three times or six times more likely outstanding institutions educating women are the best opportunity we currently have to address our national disgrace of not having enough women in the STEM fields. While this national problem cannot be solved by Palo Alto alone, we can do our bit if we stop arguing over one or two trees. Apart from that Castilleja's plan is to plant 100 more trees or a few thousand square feet and start looking at the big picture.

Over the years, this project has evolved, Castilleja has offered numerous revisions and Revelation and revisions of revisions In the interest of compromise. Sadly, every time Castilleja offers a compromise, the goalposts are then moved. When first submitted, the hope was to enroll 540 as soon as construction was complete. Now there is no guarantee they will ever reach 540. A series of compromises have made that number a goal with high hurdles. The school agreed they would only enroll 540 if daily trips remain below 440, which is already a count that has been reduced by aggressive TDM and represents a 14% reduction in the standard under Castilleja's existing CUP.

Over time, though, as the goalposts were moved again, this daily trip count was reduced further. If Castilleja wants to reach the 540 students in the current proposal, daily trip counts must remain below 383. That is significantly less than the original 440 and represents another significant compromise. The

school only wants to offer more opportunities to more young women. So they can do everything in their power to keep trips below that count.

That is the only way they can reach 540. All of this represents the compromise about enrollment. With their directive to find a path to 540 students, the City Council has conveyed that they believe in this compromise. Next, I want to talk about the compromises regarding the garage, the EIR—which you previously recommended for approval—found no significant impacts for this entire project, including a much larger garage than the version you were reviewing tonight. The last time you voted on this projection 2020, Those of you who are attorneys agreed that the city code supported the underground parking. As this proposal comes for you tonight, the staff has suggested an amendment to the city council to not ask for. This is just another unjustified movement of the goalposts. Let us not forget that Palo Alto's comprehensive plan calls for parking to be moved below underground and the collective legal wisdom on your commission has already asserted that this is not disallowed under the code.

The last in a series of compromises I'd like to address regards to square footage. The accuracy of the square footage counts has been called into question, but the good news is there is no doubt. The current permits have been verified and an audit has been done on the existing structures. We know what is permitted and we know what is there. Everything in compliance with the Palo Alto Ministerial Code following very particular rules about the above ground parking square footage and basement space. The new conversation from opponents about the volumetrics is another ploy to again move the goalposts. They assert that Castilleja needs to create residential types of spaces because it happens to be in an area long ago, long, long before it became a neighborhood and long before it became a R1 residential zone.

To state the obvious, the educational spaces are not living rooms or kitchens. Classrooms and labs and teaching studios are not built like homes. Neither are libraries or museums or places of worship—all spaces known to have particularly high ceilings and therefore volumetrics that are quite different from residential spaces. Quibbling is now about the fact that the gym, which was built 20 years ago, has high ceilings. Gyms, however, house of worship and art galleries and libraries by nature do have high ceilings, but we agree all enrich our lives. Even so, that completed project is not part of this proposal. It is finished and separate. Ultimately, this process has involved years and years of compromise, which has only been met with more and more demands from a small group of vocal neighbors.

It never seems to end with them and the goalposts keep moving. As city leaders, I trust you will put a stop to this unreasonable process. The garage is permitted under code. The new building square footage falls below what is allowed under current permits. The enrollment is contingent upon strict traffic limits. The compromises that have led to this version of the proposals leave no more risk and only benefits for the neighborhood.

As a former CEO of a company in 16 different locations, I don't have time to address all the impracticalities of a satellite campus. And finally, let us not forget that we should be collectively ashamed that this whole Castilleja discussion is being driven by nitpicking R1 exclusionary zoning

requirements. And exclusionary zoning was invented in Berkeley in 1916 solely to achieve racial segregation in neighborhoods.

I urge the PTC to finally approve this long delayed and worthwhile project. Thank you.

Stewart Rafael

I'm a resident of Palo Alto. When I spoke to you last year in December, I spoke about the need of increased enrollment at Castilleja, about the power of their all-girls education and also the effectiveness of the school's TDSB program in mitigating any impacts from that enrollment increase. I find it hard to believe that we're still debating this topic, so I'd like to take this opportunity to restate the results of Castilleja's robust TDM program

The school has reduced traffic in the neighborhood by around 30%, thanks to the requirements placed on employees and students. The proposed CUP adds additional measures to further mitigate traffic in the neighborhood. Examples include guaranteed employee rides home for employees who don't drive new bus and shuttle routes and an internal Castilleja Lyft service. They've demonstrated their commitment to TDM.

The school added new bus routes from San Mateo, Burlingame and Woodside. When students from those communities were fearful of taking the train during the pandemic. The underground garage will not bring additional cars to the neighborhood because it cannot. Our trips to the neighborhood are capped. And please remember that the final environmental impact report showed there to be no negative impact on traffic related to the new garage.

As long as drop off and pick up were distributed around campus as planned. I ask you then, as I ask you now, please recommend approving this project so that opportunities for girls and young women can expand it and this campus can be modernized with no negative impacts. Thank you.

Priya Chandrasekhar

The educational institutions of all kinds, public private Single-Sex, coed charter, adult etc, whatever they are, they are for the public good. I'm a champion of each one of them because each one has its own value.

In the past two years, we have all witnessed a detrimental impact of the pandemic on our education system and on our own students. As the epicenter of innovation, Palo Alto should support all forms of education in its community. Reflecting on these points, I'm actually wondering why Castilleja's Project is still up for debate. When we focus on educating the children in our community, All of the society will benefit.

Castilleja as current students, and future generation of students are part of the Palo Alto community. Schools of all kinds serve the public interest. Hundreds of children who grow up to become adults who give back to the public. These children will become your colleagues, neighbors, doctors and teachers. I

know so many of my neighbors who are in the industry now and who had gone to the all girls school and they talk about how they have contributed to this and how Castilleja has changed who they are. Residences, I believe only serve a small handful of people and at both schools and homes are necessary components of a healthy thriving community. But when you think about the long term effects, schools are transformational. That transformation is positive and opens up infinite opportunities for each child. Realistically, though, not all schools have the same resources. We see that in our own backyard. Schools in our neighboring districts are under-resourced when compared to Paly and Gunn, for example, perhaps a girl wants the opportunity to attend a school that can give her what she is looking for in an educational setting. Should we deny the chance simply because of her support.

I don't think so, simply because a small but really vocal few refuse to compromise. No. Castilleja education has been transformative for many students who can attend only through tuition assistance. Why won't Palo Alto support the expansion of education opportunity by approving Castilleja's plan? So let's work together so that entire community can thrive. Thank you.

Jason Stinson

I believe one of the commissioners stipulated that the impact of enrollment is not just limited to traffic, but it has to do with events as well. Castilleja has been asked to reduce its events by 30%. In my opinion, asking any school to reduce events that promote student well-being and positive student outcomes is detrimental to the program.

Taking away athletic competitions, community bonding opportunities and small scale performances diminishes the child's experience. The pandemic has already done a great job of diminishing our children's experience. I cannot conceive of why we want to do that again or make it worse. Regardless, Castilleja has once again compromised by complying with the never ending Shifting of the goalposts. where you have before you is a plan that checks all the boxes.

It's a plan that positively impacts the neighborhood. It removes cars from the street. It increases the existing canopy of trees. It offers a new building that blends seamlessly with the neighboring homes. It tragically reduces school events by 30%, and it will maintain current car trips and cause new trips. Yes, of course it will require construction. But how else are we going to build for the future?

Building for the future requires compromise. Castilleja has delivered on compromise over and over again, countless elements of the school's designs directly incorporate the neighbor's input, while also allowing the school to operate as a well-respected institution to educate girls. Castilleja has compromised. They listened to more than six years of neighbors' commentary since the project application was first submitted to the city. How long does it take for a school of this small size with such a respected reputation to receive approval to educate Only 118 more girls? When we talk about the impact, let's talk about the bigger picture and how those girls will contribute and get back. Let's talk about the proposed Net Zero Sustainable campus. Let's talk about adding green space for me. All of these things sound like pretty good neighborhood quality. This is a win for the city and it's a win for the neighborhood.

Two weeks ago, the ARB approved the project, and I really hope and encourage that you do as Well

Julia Ishiyama

Good evening, commissioners and staff. I imagine you're experiencing a bit of deja vu here since I believe this is at least the eighth time the commission has deliberated on this topic. You've heard from many of tonight's speakers before, including me, and many of the underlying facts remain the same. Including Castilleja's commitment to robust transportation demand management, dedication to preserving neighborhood trees, and responsiveness to feedback from the city, including from the city council, the architectural review board, and all of you.

It's because of that responsiveness that this plan has undergone so many iterations. With each refinement, the school has been guided by the same northstar that you follow. Palo Alto's comprehensive plan. I'd like to underscore some of the many features you've heard about that align particularly strongly with our city's emphasis on sustainable development, reducing reliance on cars, maintaining the character of our neighborhoods, and enriching our community.

As you've heard, this will be a net zero emissions campus. Its design not only preserves existing foliage, but adds 103 new trees to the local canopy. The new architectural plans reflect the neighborhood aesthetic, and the proposed parking garage has been significantly reduced in size, but will still help keep our city streets quiet. The TDM measures that I referenced earlier promote alternative forms of transportation, resulting in a 31% reduction in car trips and making biking an even safer option for local commuters.

These plans are the product of 55 neighborhood meetings, multiple rounds of input from you and your colleagues in city government and years and years of hard work as Casserly has sought to build trust and open the lines of communication around this project. As a homeowner in Old Palo Alto and a near neighbor of the school, I am more than satisfied. The Castilleja vision for its modernization, is also moving Palo Alto towards a future that makes me excited to live here. My family moved here in the fifties and collectively we've attended a wide variety of local, public and private schools, including Castilleja. As I think about the next generation, I consider it a real asset to have this unique all girls educational environment within walking distance.

I know that as members of the Planning and Transportation Commission, you will be evaluating this plan through that lens. I bring up Castilleja's important mission, not as a substitute for sound planning fundamentals, but as an important addition. This is a thoughtful, carefully crafted modernization proposal that gets it right on the technical merits and on the values. It checks all of the boxes and is fully in line with the city's priorities.

This also received approval from the Architectural Review Board for the second time, and I urge you to once again recommend that the City Council approve it as well. I understand that you're not taking final

action, but rather instructing the Council on the best way to achieve its stated goals in line with the comprehensive plan. And I hope that you recognize that this plan aligns with that shared purpose.

So I apologize for the *deja vu*, since I know you've heard a lot of this before, but as long as you continue to evaluate this plan, I'll keep showing up to support it. Also, I'll note that since the city took up consideration of this plan, I've not only started but finished graduate school, and not that I don't enjoy our evenings together, but I really do hope that you'll move this thoroughly, examine the project along with urgency.

Maya Blumenfeld

I've previously spoken in support of Castilleja's modernization project that is so wonderful for girls in general and for the city of Palo Alto. I would like to speak in its support again today. I would like to highlight Castilleja's deep commitment to traffic demand management. It's been said many times that the school has reduced daily car trips to campus by over 30%.

I live on the Embarcadero corridor and have personally witnessed the positive effects. Castilleja's TDM program is outstanding and we should be grateful for their leadership. Castilleja wants to gradually add 25 to 27 students to the high school but it will only be allowed to do so if traffic counts remain level. The numerous consequences are built into the proposal and the onus is on the school to stick to the team.

It has already been proven that it will because the modest increase in students can be accommodated on the Castilleja's campus without any increase to traffic. There must be a pathway forward to approval. What you're being asked is to recommend not determine how that may happen. You've already heard that the ARB found a way to compromise and tonight I hope your board can too. The options before you meet porters objective of removing part cars from the street by offering underground parking.

Don't we all agree that getting cars off neighborhood streets is a great idea? Castilleja has presented you with options that not only do that, but also preserve beloved trees. The sooner your decision is sent to the city council, the sooner those girls can gain access to the education they are hoping for. With no new trips to campus and fewer parked cars on neighborhood streets. approve this project again. It's better than ever. Thank you.

Bill King

I want to thank the commission, really, for your tireless, tireless efforts to support Palo Alto and the time you spent on this. I'm a near neighbor of Castilleja school, and I want to speak in support of their proposal to improve conditions in my neighborhood, update the campus, and educate more women. first as a near neighbor. I hope you'll take note of the ARBs recommendation in the city council regarding the underground garage just days ago. As we know, the ARB asked the City Council to revisit the request to ask Castilleja to reduce the garage to accommodate only 50% of the parking needs. The

ARB noted that the hybrid garage of plan option D and E of more cars can be moved in the ground without any further impact.

This move was confirmed by the city arborist and EIR. And therefore, with the data in hand, all five ARB members unanimously held that the city council should opt for the underground parking in the hybrid option of D&E. And I walked by the administration lot from my home almost every day. And without it. Without a doubt, I agree with their direction.

I want to look out and see a more beautiful surface with more trees and not as many cars on the above ground parking.

Next, I want to address some of the confusing and inaccurate information I've heard in some of the recent meetings of the proposed square footage to the new academic spaces. You know, stepping back in time for a moment to last spring, the city council asked Castilleja to reduce the square footage of the proposed building by 4370 square feet to conform with previously permitted accounts.

After a careful review was done. It turned out that 4370 was too high, that the school only needed to reduce the building to less than 2000 square feet to conform with this previous permits. The changes in the architects have made the buildings bring the square footage below the current condition, which is a commitment Castilleja has always made throughout the process.

The buildings will have a smaller footprint, lower roof lines, better setbacks, and the buildings are much more in keeping with the neighborhood in the town. And as a neighbor, that's something that I definitely value in this plan.

On a different but related note, I want to clarify some misinformation. I'm hearing about the FAR ratio. I've heard one of a few of the vocal opponents of the project assert that the FAR has increased, as we've heard over time. Overall tonight the proposed .48 and 0.51 by all accounts. By all measures, the new building is smaller than is currently on the campus.

During the last session, the speaker claimed that the school need to follow rules for residential construction because it's in an R1 zone. To me, this argument really misses the point. The school has operated under a cUP since 1950 when the zoning laws were created. CUPs allows neighborhoods to remain rich with assets like libraries, schools of worship, museums, and schools.

The purpose of a CUP has been to make it possible for nonresidential entities to thrive where they belong: in the fabric of neighborhoods. CUPs were never meant to make a museum or a library fit in the framework of a single use family home. These entities benefit more than one family and therefore should not be subject to a single family residence.

For almost 70 years now, Castella has been permitted square footage it needs to succeed and thrive as a school. This time around they are asking for less than before, so it should be very easy to prove. When

thinking about the changes afoot in our residential neighborhood, I've also noticed around me that many homes are being built with maximum basement space. These basements, in context of our residential lofts, represent a very large portion of the available property. With Castilleja an entire city block, the basement area is much, much, much smaller in relation to the open space around it, and more importantly, all of this space contributes to the greater good of hundreds of girls rather than a single family. I'll frame the question again: why would we apply a single family residential guidelines only to improve the lives of one person to a structure that will improve the lives generation of students in the future?

CUPs should be seen exactly for what they are: a tool that allow residents to be made stronger and more desirable because they offer valuable resources to the community. I know a handful of vocal opponents are asking you to apply residential rules to the school, and the logic doesn't make sense. School' has been granted permission to operate on this lot using the amount of above ground square footage and FAR for decades.

The schools applying permission to continue to operate as a school using less of both. is not a single family home. So those guidelines are null. Instead, I look at the guidelines that historically been applied to the school on this lot. The circular conversation about volumetrics and variances are smoke and mirrors to distract you from the fact that this school is asking for less of everything.

To me, it's an easy yes. The directive you received from the City Council calls for identifying the procedure to allow Castilleja to increase to 540 students in phases is contingent upon no new trips. This procedure, as you've heard from earlier presentations tonight, is very carefully and very specifically outlined in the application. Clearly, there is no guarantee that the school will reach 540.

Instead, the school must earn that enrollment by staying below the no new trips threshold. Increased enrollment is not going to happen overnight. The application has very specific line language that outlines a gradual, measured path that the school would need to follow to be allowed to admit more students, The notion raised in earlier hearings that the school should reapply for each year, earning the right to grow I believe it's a terrible waste of city resources. If you've heard from myself and a number of speakers tonight and the city has already built the accountability into the proposal so that Castilleja will have to earn the right to grow by keeping car trips down. You know, I personally think as a taxpayer, it's a big waste of resources to continue to go through this kind of thing every year.

In the end, I am all in favor of compromise. And frankly, through this process, I believe the school has offered new compromises again and again and again in good faith. I believe it's well past time to find a middle path that serves all parties. I think it's important we take a step back and remember that you've already approved this proposal. You approved it once. It's better than before. So I hope that we can approve it again. Thank you very much.

Kathleen Foley-Hughes

Thank you, Commissioners, for your dedication to our city. In January, you met for a third time to discuss a version of the Castilleja Project that was before you on December 8 2021. In that meeting, you concurred through a strawpoll votes that you wanted a deeper understanding of the potential penalties the school could quickly implement if it doesn't meet its TDM requirements.

Now that you've had a chance to review these very comprehensive plans and consequences, I hope you see both the sincerity and teeth behind the mitigation measures. Tonight, you are reviewing conditions that would allow the school to gradually increase enrollment. conditions by their very nature are not automatic. The school will need to prove itself every step of the way.

Castilleja's project has strict Built-In compliance measures that require car trips to remain capped at current levels. This is the only way more students can attend the school. The consequences for noncompliance are outlined in great detail in the school's latest documents. According to CUP enrollment, increased protocol as the school must undergo three TDM reports a year. Castillejs has also responded to your request by a phased approach to 540 by clarifying the stringent requirements outlined in the EIR to gradually add 25 students at a time.

But please remember getting to 540 is not guaranteed. The enrollment increase will need to be earned. To quote Palo Alto Comprehensive Plan, " TDM programs can include a range of infrastructure investments and incentives for use of alternatives to the automobile as well as parking management strategies Employers and local governments often collaborate in developing and implementing area wide TDM programs."

Castilleja is doing just that. Hoping to collaborate with you on what those strategies may be based on the results of the three 17 ARB meeting, It seems that collaboration is possible, especially with regard to the parking structure. Doesn't this parking structure qualify as an infrastructure investment According to Palo Alto's Comprehensive Plan. contrary to the belief of many naysayers, a parking structure with more spots does not, will not, and cannot increase car trips.

Council has asked you to recommend a path to 540. I believe you have the information you need to do this. I urge you to please continue to collaborate so that this project can at long last be approved. Thank you so much.

Lian Bi

Good evening, Commissioners. My name is Lian, and I have lived in Palo Alto for more than eight years. I'd like to talk to you about the parking garage in Castilleja's proposal. As a near neighbor, I support a parking option that moves more cars below grade and away from the bike boulevard. I would much prefer to walk along a car-free tree lined street.

I understand that in March of 2021, the City Council suggested that the school should only move 50% of its allotted parking spots underground. This is an improvement that seems more can be moved below ground without impacts on trees And environment. I believe that's the better path. Just two weeks ago,

the AARP indicated that they prefer a parking garage that has more spots.⁶⁹ In fact, they concur that the parking structure that removes as many cars from the street as possible is the best option. If I recall correctly, in January, you were debating between parking garage option D and E. The ARB suggests a blend of the two options. Option D, below ground and option E above which maximizes tree preservation and green space while minimizing city street parking. The good news is that the ARB has already carved a path that you can continue following.

The PTC have already approved Castilleja's last plans. This shouldn't be a difficult position to approve again. The school has been compromising for years. The ARB agreed to a compromise with elements of Plan D and E. I really appreciate this and I sincerely hope you keep these points in mind as you discuss Castilleja latest revision. With all of this compromise behind us, the time to approve is now.

Tony Hughes

I live at 839 Northampton. I was born and raised in Palo Alto, and over the past 66 years have seen so much change, development and growth in Palo Alto, change and development and growth that has benefited all of us Frankly. I think this is the fifth or sixth time I've spoken via Zoom on the Castilleja project, although this is the first time I've actually spoken before 11 p.m.. So I guess that's progress. In any case, in case you're wondering if I've changed my mind over these past years during the review of the project, I've not. If anything, I am more convinced than ever that this project as it has been thoughtfully designed, redesigned and now even hybridized, should be approved. In past remarks, I've used my 3 minutes to speak passionately about traffic.

Have you lost sight of the traffic impacts of Stanford Paly, its new performance center in gym and in town and country Over the years .I've spoken about underground parking. I spoke about trees. I guess I didn't know that some trees were serious and other trees were not until now. But that's fine. And I've talked about girls education. Which I hope no one would quarrel with.

I confess that the misogynistic undertones of this entire process as it's dragged on and on and on, trouble me. So I'm running out of topics to wax passionately about in connection with this project because I don't want to repackage my previous remarks tonight. So I'll finish with these final thoughts. I'm managing director of Barclays, a 35 year career in project finance, where I've had the opportunity to raise nearly \$50 billion for some of the world's most complex infrastructure projects.

In fact, 20 years ago, I was literally attacked by 50 protesters in wetsuits who were freaking out that a toll road I was financing would ruin their surfing experience in Southern California. Well, now, looking back, I get letters from those same protesters the surf riders, the Friends of the Earth, the Sierra Club, for a fact that I helped create a project that preserves their access to world renowned breaks, beaches, and creates a sustainable and environmentally sensitive surfing environment, Southern California.

The point being the change, development and growth aren't always bad. Castilleja creates benefits for Palo Alto and for young women that in light of the mitigation efforts that have been adopted by

Castilleja and its designers over these years far exceed the trumped up impacts on the community. I will raise my hand again in three weeks, three months or three years to register my support for this project.

I certainly hope you move forward, as I've suggested.

Roy Maydan

Good evening, Commissioners.

Once again, the Castilleja Project is before you and I hope you will once again vote to support their plans. This latest submission includes revisions that directly respond to your questions and those of the ARB. They've delineated measures to reduce car trips and mitigate traffic in the neighborhood.

As Castilleja said earlier tonight, There are several tools left as the school can employ, including increasing shuttles and offsite parking. We have several options to consider, in particular for the underground parking garage, and adding more cars underground will not increase traffic. The school has an excellent track record of keeping car trips lower than what is actually required. I know that your responsibility is to approve a plan that meets the needs of the city and supporting underground parking is indeed aligned with Palo's Alto Comprehensive Plan.

The schools 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'll support the following. for the garage I strongly support the garage with the capacity of 69 cars because 69 cars can be parked with no additional impact, and adding green space would make no sense at all to require surface parking when the additional cars can be parked below ground.

This also makes the bike boulevards safer and the ARB with me on this. For the pool, two options are before you. One that has been strongly endorsed by the ARB. The school has worked for years to provide excellent compromises, and it is time to approve this hard work. Again, the ARB agrees with me. The criticism about sound and noise abatement has already been addressed in the plan, and the comments tonight are just another case of opponents constantly moving the goalposts.

What's most obvious to me are the lengths the school has gone over the years 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 that this will be their final round of revisions. It's time to say yes to this project.

From: [Rebecca Sanders](#)
To: [Planning Commission](#)
Cc: [Bill Johnson](#)
Subject: Item #2 - April 20, 2022
Date: Tuesday, April 19, 2022 10:33:05 AM

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

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Dear Planning and Transportation Commission:

As a resident of the Ventura neighborhood, I sympathise with my neighbors' across the city and oppose Castilleja's current expansion plans.

Some of the reasons, I oppose Castilleja's current proposed expansion:

Castilleja's proposal violates our municipal building code in countless ways. The proposal is ridiculously non-compliant. It should be rejected outright. Otherwise what are our building standards for?

Why is Castilleja getting preferential treatment?

- 75% of Castilleja's students come from outside Palo Alto. This is not a public school that serves Palo Alto's children in a meaningful way.
- Why is the Planning Department shepherding this project through City Hall rather than kicking it to the curb as it violates numerous sections of our municipal code.

Construction of a Costco-Sized Facility in the Heart of the City

Castilleja's plans call for the construction of an oversized, boxy and institutional type structure, which does not fit in with the character of the neighborhood, is not compliant with municipal code and causes dramatic densification of one residential block.

Castilleja is requesting a 30% increase in enrollment after 20 years of illegal over-enrollment.

Castilleja is legally zoned for 415 students. At one point they reached 448 students. The school still exceeds its legal limit of 415 students. Why reward Castilleja with a 30% enrollment increase when it has made a practice of "thumbing its nose" at the law.

Increased traffic on Embarcadero Rd., Alma St. and narrow neighborhood streets including our Bike Boulevard

Castilleja projects that a 30% enrollment increase will bring 300 additional cars a day during school hours to the school site, which will dramatically impact Embarcadero,

Alma, and neighborhood streets at peak traffic times.

Destruction of the Natural Environment

At a time of increasing pollution and global warming, Castilleja plans to:

- remove mature oaks and redwoods and replace them with saplings that will take many generations to provide shade as well as rebuild the existing carbon collecting canopy
- build an underground parking garage which will add tons and tons of concrete, the “most environmentally destructive material on earth” as printed in The Guardian

Increased risk to pedestrians and cyclists particularly during school pick up and drop off.

- Lots of kids attending our public schools bike at the same time that Castilleja’s students will be arriving by car from outside the city. The entrance to the garage will be just off of Embarcadero Road *along the Bike Boulevard*.
- Ironically the new underground garage adds ZERO additional parking spaces. There currently exists 86 on-site parking spaces that no one complains about.

Sound Pollution

- Putting aside the years of noisy earth movers during the construction period, the proposed new bleachers will be located 20 feet from a sidewalk of a residential street. Loudspeakers aimed at the bleachers will be part of the new sports complex
- The resulting noise from the bleachers has not been modeled as is required when a proposal will significantly increase noise intrusion into the neighborhood. Why is that?

A pet peeve: I recently learned that 1/3 of the classrooms of the new facility will be underground. Is that a good idea for kids to be underground? Unless there’s an air raid. What am I missing? I

Wasting Community and Civic Resources

Think of all the time, money, effort, neighborhood trauma that could have been saved had Castilleja brought to the Planning Department a compliant project. What an insult to you, to Council and to the ARB to have to focus so many resources on this project . I had a good feeling about the school prior to this go round and now the school is exposed as an elitist institution bullying its way over our laws and over its neighbors. Their humble and noble origin story is out the window, their reputation besmirched. Frankly I'm ashamed for them. Gosh, I feel sorry for all those girls that are being taught to cheat and steal by their school's administration. Terrible terrible modeling and molding of these young girls.

BIGGEST AND BEST REASONS – If Castilleja gets to go “Godzilla” in Old Palo Alto, isn’t this a precedent setting project for all Palo Alto neighborhoods? That’s the implication! Allowing

Castilleja to run roughshod over the municipal code is not fair to the neighbors or to the rest of us who are faithfully abiding by the law.

Please do your civic duty and hand "Casti" -- more like "Disasti" -- a resounding "no" for its bad faith efforts.

Yours most sincerely,

Becky Sanders
Speaking for herself
Ventura Neighborhood

From: [Kerry Yarkin \(via Google Docs\)](#)
To: [Planning Commission](#)
Subject: Document shared with you: "Planning Commission Letter"
Date: Tuesday, April 19, 2022 4:30:19 PM

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From: [Carla Befera](#)
To: [Planning Commission](#)
Cc: [Council, City](#)
Subject: Regarding PTC meeting 4/20/22
Date: Tuesday, April 19, 2022 4:49:33 PM
Attachments: [image001.png](#)

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Dear Members of the PTC:

As you deliberate this week on the proposed Castilleja expansion plans, we ask you to keep in mind that the school indisputably has more students/acre **than any other public or private school on the peninsula**. With 72 students per acre, it already tops the density list by a wide margin (see charts below) and now asks to expand to an unprecedented 90 students per acre. As we know, the majority of these students do not reside in Palo Alto, and by necessity are brought in and out of the city every day, the majority in single-occupancy vehicles. Older students are allowed to self-drive and use the surrounding neighborhoods for their parking lots, something not tracked by the school or addressed by TDM measures.

If this school were located on a vast campus with plentiful parking and easy access, perhaps this increase would not be an issue. But this school sits on only six very finite acres, hemmed in by a residential neighborhood. All school ingress and egress affects everyone in Palo Alto, with proposed additional commuters pouring into our major arteries and circling through our neighborhoods, battling for road space with the parents and students commuting to nearby public schools, cyclists on the Bryant Street Bike Boulevard, and commuters heading to work. We live on the busiest corner near the school (Kellogg and Bryant) and hear the screech of brakes and near-miss horns pretty much every day. None of the proposed TDM plans will reduce traffic at this hub intersection.

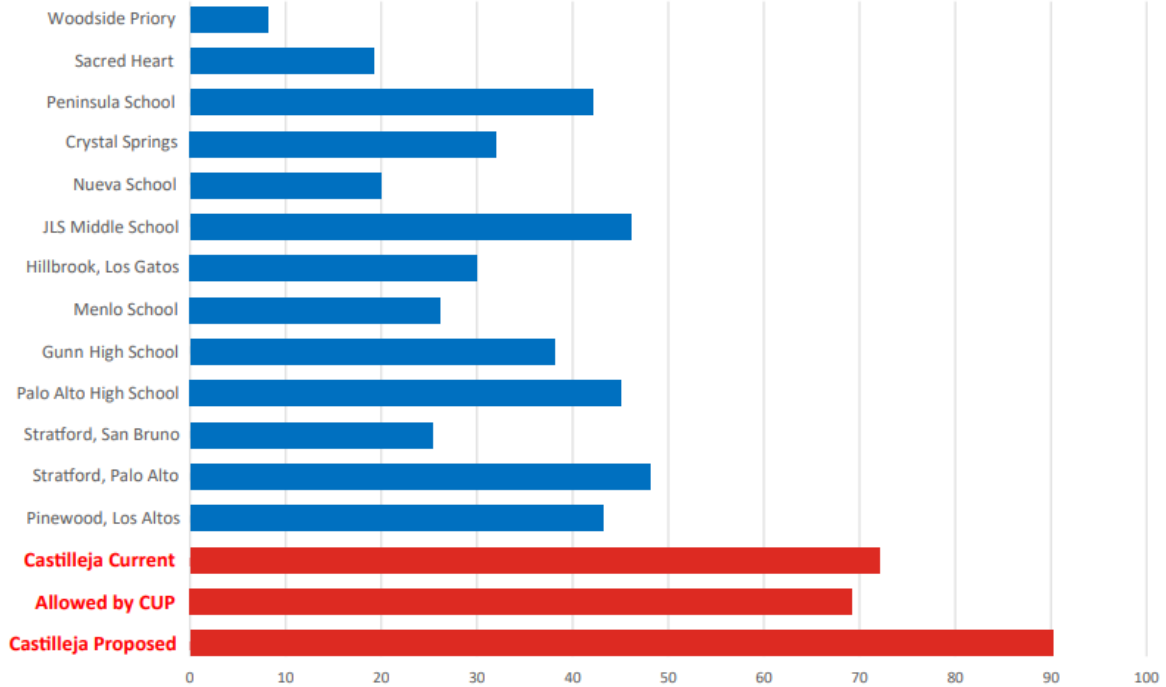
Perhaps you noticed the [San Francisco Chronicle article](#) describing how Oakland's elite Head-Royce school hopes to expand its 14-acre campus by another 8 acres, in order to add 300 students? That proposed increase **would STILL put them at only about half the students/acre that Castilleja is proposing**. Does this help you put into perspective how crowded this small campus already is? Frankly, we are astonished the City is even entertaining such a proposal, from a school that brazenly flouted its existing use permit for years.

At your meeting last week, a parent of three daughters who attended Castilleja perhaps expressed the sentiments as well as any of us could. Susie Hwang noted that the school's over-enrollment was common knowledge among parents and staff long before it became public, adding *"The upsize in enrollment that Castilleja's board requests, and the physical plant to accommodate that scale, are not and have never been allowed under its permit. That permit, like the permits that control any development project, is a binding contract with the city and its taxpayers. The ambitious scale envisioned by Nanci Kauffman and the board are inappropriate for a modest residential parcel. I have to wonder if any of our neighborhood churches sought this level of expansion, whether they would be afforded anywhere near this amount of consideration."* (You can hear her full comments here: <https://www.youtube.com/watch?v=veZ8uSHYzB0>)

The school has been running full page ads expressing "it is time to approve the plan." We argue it is time to finally decline the plan, and tell the school its growth plans are too large for its current setting. We hope you will listen to neighbors over a wealthy private entity, which may have a laudatory mission but has been tone-deaf to the needs to the surrounding community.

- Carla McLeod

Comparison of Student Per Acre Density - Local Public and Private Schools



	ACREAGE	ENROLLMENT	DENSITY
Castilleja (current)	6	434	72
Castilleja (allowed by CUP)	6	415	69
Castilleja (proposed)	6	540	90
Pinewood - Los Altos	7	300	43
Stratford - Palo Alto	10	482	48
Stratford - San Bruno	10	250	25
Palo Alto High School	44.2	1994	45
Gunn High School	49.7	1885	38
Menlo School	31	795	26
Hillbrook - Los Gatos	14	414	30
JLS Middle School	26.2	1205	46
Nueva School K-8 & High School	36	713	20
Crystal Springs Middle & High School	10	323	32
Peninsula School	6	252	42
Sacred Heart	64	1186	19
Woodside Priory	51	385	8

From: joshorenberg@gmail.com
To: [Council, City](#); [Transportation](#); [Planning Commission](#)
Subject: Presentation to be Made for Written Record
Date: Tuesday, April 19, 2022 5:14:35 PM

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

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Hi city council members. I and several others will approach the Rail Committee tomorrow afternoon with various angles on the issue of enforcing a quiet zone at the Alma St Palo Alto Ave intersection. A template presentation for written record is below. Thanks for your time.

Josh

Unnecessary Noise and Neighborhood Quality of Life

Thank you for your time this afternoon. I am here to present a community request to create a quiet zone at the Alma/El Camino train crossing.

The train horn negatively impacts the quality of life of many residents throughout the Downtown North and Linfield Oaks communities in both Palo Alto and Menlo Park.

For some citizens train horn noise interrupts their sleep and for others it interferes with activities requiring focus or quiet. This impact may be felt by people of all ages: babies, young children, adolescents and adults. Research has linked poor sleep quality to poor health outcomes including obesity, hypertension, coronary artery disease, diabetes, inflammation, decreased concentration, poor control of emotions, depression and suicidality. (1) In addition, young kids and babies waking up during the night crying puts further undue burden on the parents, interfering with their sleep even more.

This disruption occurs countless times a day; every weekday there are a total of 52 trains passing each direction for a total of 104. These passings span the time period from 5:01 AM to 1:06 AM, every 10-15 minutes during rush hour. The official decibel level of

the train horn ranges from 96-110 dB. For a comparison that is almost as loud as a jet aircraft at 500 ft and several decibels louder than sirens at 50 ft. (2)

However, the train horn is unnecessary. The intersection already qualifies to be a quiet zone because of the gate with a median at the Alma/El Camino intersection. When a train approaches, the gates go down and the lights turn on. And, while safety is our main concern, it is also helpful to note that according to the FRA's train horn rules the city is not liable for any accidents occurring due to the enforcement of a quiet zone.

Our team at 101 Alma created a petition for this proposal and received 219 signatures so far and could get significantly more if we put fliers at people's houses who are not yet aware of the petition. Because of the significant detriment to quality of life and the ability to meet safety standards, we propose creating a quiet zone at the intersection. This has been done in countless other communities throughout the US as well.

We seek council support by June 1st for the 2023 fiscal year. This process will be greatly simplified due to the possibility of piggybacking on Menlo Park's quiet zone project; Menlo Park is currently hiring a consultant to analyze the eligibility of three of their train intersections for quiet zones. Also, there was a study done by Palo Alto in 2017 about the eligibility of the Alma St intersection for a quiet zone which could expedite the quiet zone application process by providing a significant amount of required information.

Thank you for your time.

Brooke Partridge and Nancy Larson, Spokeswomen
Josh Orenberg, Coordinator

(1)

- A study published in the Journal of the American Medical Association (JAMA/Internal Medicine, 2020),

researchers found that poor sleep quality is associated with weight gain and higher body mass index, which can lead to health issues such as high blood pressure, type 2 diabetes, and coronary artery disease. https://www.healthline.com/health/healthy-sleep#TOC_TITLE_HDR_1

- In studies at Stanford Medicine, older adult participants who reported poor sleep had a 1.4 times greater chance of death by suicide within a 10-year period than those who reported sleeping well. <https://med.stanford.edu/news/all-news/2017/06/sleep-disturbances-predict-increased-risk-for-suicidal-symptoms.html>
- Sleep deprivation increases the likelihood teens will suffer myriad negative consequences, including an inability to concentrate, poor grades, drowsy-driving incidents, anxiety, depression, thoughts of suicide and even suicide attempts. Among young adults at risk for suicide, highly variable sleep patterns may augur an increase in suicidal symptoms, independent of depression, a study from Stanford has found. <https://med.stanford.edu/news/all-news/2017/06/sleep-disturbances-predict-increased-risk-for-suicidal-symptoms.html>

(2) <https://railroads.dot.gov/environment/noise-vibration/horn-noise-faq> #2

From: [Tanner, Rachael](#)
To: [Bart Hechtman](#)
Cc: [Klicheva, Madina](#); [French, Amy](#)
Subject: RE: Castilleja matters
Date: Wednesday, April 20, 2022 7:42:09 AM
Attachments: [image002.png](#)
[image003.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)

Thank you. We will add it to the record



RACHAEL A. TANNER, MCP

Assistant Director
Planning & Development Services
(650) 329-2167 | Rachael.Tanner@cityofpaloalto.org
www.cityofpaloalto.org



From: Bart Hechtman <bgh@matteoni.com>
Sent: Tuesday, April 19, 2022 6:01 PM
To: Tanner, Rachael <Rachael.Tanner@CityofPaloAlto.org>
Subject: FW: Castilleja matters

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Rachael,
This email came to me directly and should be included in the public record.
Bart



BARTON G. HECHTMAN
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From: Kerry Yarkin <kya.ohlone@gmail.com>

Sent: Tuesday, April 19, 2022 5:40 PM

To: Bart Hechtman <bgh@matteoni.com>

Subject: Castilleja matters

Hi Mr. Hechtman:

Excuse my e-mail to your work address. I submitted it to the Planning Commission website, but you it not be sent until next week. I think this information may be timely in your consideration for the CUP discussion tomorrow night.

4/19/22

Dear Planning Commissioners:

After attending most of the Castilleja Community Meetings from 2016-present, I think that you might want to know how Castilleja responded to many Community Members suggestions for Castilleja to open a satellite campus in a nearby location. Castilleja's Head of School and other spokespersons spoke about the uniqueness of their educational program which pairs younger and older girls together, and for this reason they stated that it would not be educationally sound to separate the 6-8 grades from the 9-12 grades. (Words to this effect). I did not believe this reasoning. I believe that Castilleja "doesn't want to" is their real reason for not splitting the campus. The fact of the matter is that Pinewood, Crystal Springs, Nueve and Harker School have all split their campuses with no ill effects. In my opinion, Castilleja made a management decision to try to steam roll their expansion plans no matter how many zoning violations they may incur. For the well-being and safety of the girls and neighbors just say NO! to this plan.

Sincerely,

Kerry Yarkin
Leadership Palo Alto 2015

From: [Andie Reed](#)
To: [Planning Commission](#)
Subject: Castilleja Expansion
Date: Wednesday, April 20, 2022 9:42:55 AM

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Dear Planning Commissioners:

Please note in today's packet for the PTC meeting that the CUP and the Variance are mentioned under the **Executive Summary**, subheading New Submittals and Updated Findings and Conditions, Packet Pages 9 and 10. Today's meeting will be the **5th** meeting since the Dudek Gross Floor Area study was published, and yet new Variance "Findings" based on very different numbers has yet to be discussed.

Isn't the Planning Commission responsible for revisiting the Variance findings? The vote taken on the variance in 2020 is irrelevant since new information was published in Nov 2021. You have received information from residents and PNQL as well as PNQL's attorney on this matter.

Please ensure that these Conditions and Variance Findings are not passed along to the City Council without further review by the PTC.

Thank you,
Andie Reed

--

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

From: [Jo Ann Mandinach](#)
To: [Planning Commission](#)
Subject: Please just say no already to Casti's expansion proposal
Date: Wednesday, April 20, 2022 12:09:08 PM

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

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Really, the city's wasted enough time and money placating an institution that has violated its enrollment cap for years and whose words about how increasing its enrollment even further will reduce traffic is totally meaningless.

Fighting this continued nonsense has cost neighbors tens of thousands of dollars fighting their deep-pocketed neighbor that belongs elsewhere if it insists on expanding.

You've heard testimony from Casti parents who've spent more than \$1,000,000 on tuition for their daughters opposing the plan. You've heard other Casti parents and alums say Casti no longer supports the values it claims to espouse.

Casti's attempts to denigrate opponents and dismiss logical arguments against its expansion are as insulting as its claim that ONLY Casti can further women's education. What are the well-placed Casti parents doing in their workplaces and the political arena to protect women's rights?? Are they sponsoring the ERA? Are they fighting for pay equality??

Of course not. They're forcing the teachers -- not their little darlings -- to take shuttles! The hypocrisy and selfishness would be laughable if it weren't so shameful.

Stop this charade already and start supporting RESIDENTS.

Most sincerely,
Jo Ann Mandinach
Palo Alto, CA 94301