



**M-GROUP** *a new design on urban planning*

policy planning ○ urban design ○ environmental review ○ historic preservation ○ community engagement ○ staffing solutions

March 11, 2024

Town of Atherton  
Planning Department  
Brittany Bendix, Town Planner  
80 Fair Oaks Lane  
Atherton, CA 94027

**RE: FINAL – Historic Resource Evaluation**

1000 El Camino Real  
Menlo College  
Town of Atherton, CA, 94027

Dear Brittany Bendix,

M-Group was noticed to proceed for a Historic Resource Evaluation (HRE) for the Faculty Housing Apartment 8B in Menlo College, on September 5, 2023. In accordance with the agreed scope of work, Task 1 (Project Start-Up / Site Visit), Task 2 (HRE Draft), and Task 3 (HRE Final) are now complete. The site visit was completed on December 5, 2023, and the archive/library visits were completed on December 5, 2023, and on December 7, 2023, by Sean Manalo, Associate Planner. On March 3, 2024, Suzanne Avila noted no comments nor revisions were necessary on the Draft HRE. The Final HRE includes additional content for the Town of Atherton's General Plan, and is provided on the following page, Attachment A.

Please reach out at your earliest convenience if you would like additional evaluations for this site so that we may schedule a follow-up meeting. I look forward to speaking with you at your earliest convenience.

Respectfully submitted,

**ISABEL CASTELLANO**

*Historic Preservation Specialist*

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FACULTY HOUSING APARTMENT 8B  
MENLO COLLEGE  
HISTORIC RESOURCE EVALUATION

FINAL

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MARCH 2024

**PREPARED FOR:**

Town of Atherton  
Planning Department  
80 Fair Oaks Lane  
Atherton, CA 94027

**PREPARED BY:**

Metropolitan Planning Group (M-Group)  
Isabel Castellano, Historic Preservation Specialist  
Sean Manalo, Associate Planner

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## 2. INTRODUCTION

### 2.1. SUMMARY

This Historical Resource Evaluation (HRE) was prepared by Metropolitan Planning Group (M-Group) at the request of the Town of Atherton Planning Department, to determine whether the Faculty Housing Apartment 8B (subject structure) in Menlo College, located at 1000 El Camino Real, Atherton (APN 070-360-100), qualifies as a historical resource in accordance with Article 5, §15064.5 of the California Environmental Quality Act (CEQA) Guidelines and the local Historic Designation Criteria.

### 2.2. LOCATION

The subject structure is located in the Menlo College campus, and the campus is located south of California Highway 82 (El Camino Real), near easter town boundary of Atherton, and west of the City of Menlo Park. The campus is one city block (APN 070-360-100), approximately 21.56 acres, and contains the central campus that supports a collection of Menlo College academic and administration buildings, and athletic and operational facilities. It also supports an open campus space, parking areas, student dormitories and campus faculty residences. The Cartan Athletic is located on the north side of Alejandra Avenue and that area holds various sports facilities. The college supports approximately 850 undergraduate and graduate students and approximately 160 faculty and staff on site.

Menlo College is surrounded by residential lots to the West, East, and South. Menlo School and Menlo School Technology Center is located to the southeast. A mixture of commercial and office buildings are located to the north of Menlo College, across El Camino Real. There has been an increase in single housing development and improvement in the surrounding area which has included new construction, rear or second-story additions, and rear accessory structures for residential lots.

### 2.3. SITE DESCRIPTION

The subject structure is located at the north side of the Menlo College campus, at the southeast intersection of El Camino Real (Highway 82) and Alejandra Avenue. The subject structure is in between the O'Brien Parking Lot and the Russel Center (refer to Appendix 9.1). The subject structure is a single-story apartment building for faculty housing, containing 4 apartment units, with an approximate total of 2,400 square foot. The subject structure is surrounded by a wood fence with a privacy lattice top at approximately 6-feet in height. Additional information regarding the subject structure’s architectural style, interior spaces, and landscape is noted in Section 5.4.



Figure 1: Menlo College Campus, Context Map.  
Source: Bing Maps, 2024.



Figure 2: Subject Structure Aerial View.  
Source: Google Maps, 2024.

### 3. METHODOLOGY

#### 3.1. PURPOSE AND METHODS

The methodological approach used to complete the HRE consisted of conducting a site visit with photographic documentation of the property including its site and structure(s), historical research of the property and the associated persons and events, review of Department of Parks and Recreation (DPR) forms if available, along with archival research at San Mateo County Historical Society Archive Room, the Local History Archive Room in the Town of Atherton Library, the County Assessor Records Office, and the Archives of the Town of Atherton Building and Planning Departments. This evaluation includes a copy of the site’s historic county assessor’s records and parcel data (Appendix 9.2), and a list of archived building and planning documents (Appendix 9.4). Further research was conducted using M-Group’s in-house resources, Sanborn Fire Insurance Company Map Collection or U.S. Geological Survey (USGS) Maps (Appendix 9.1), and newspaper articles from the Peninsula Times and the Redwood City Tribune (Appendix 9.5).

Research conducted at the San Mateo County Historical Society Archive Room involved a review of the City Directories dating back to 1946. In addition, the National Register of Historic Places (NRHP) and California Register of Historical Resources (CRHR) were consulted, and the subject property was not included in these listings.

A site visit was completed with the assistance of M-Group’s Associate Planner, Sean Manalo, on December 5, 2023. During the site visit, the subject property’s existing condition was recorded with on-site photographic documentation of the subject structure, its site, and the surrounding neighborhood setting (Appendix 9.3). Additional notes on the architectural features of the structure and neighborhood were recorded for the development of the HRE’s site and building descriptions. Archive and library visits were completed on December 5, 2023, and December 7, 2023.

The HRE was reviewed and completed by M-Group’s Historic Preservation Specialist, Isabel Castellano. Isabel Castellano meets the Secretary of the Interior’s Professional Qualification Standards for Architectural Historian. She holds a Master of Arts in Conservation Studies of Historic Buildings and a Bachelor of Architecture.

### 3.2. CULTURAL RESOURCE INVENTORIES

- Northwest Information Center of the California Historical Information Systems (CHRIS)
- California Office of Historic Preservation Built Environment Resources Directory (BERD)
- National Park Service, National Register of Historic Places (NRHP) Database and Research
- California Historical Landmarks (CHL)
- California Register of Historical Resources (CRHR)
- California Points of Historical Interest (CPHI)
- San Mateo County Archive
- Town of Atherton, Community Department
- Town of Atherton, Library
- Atherton Heritage Association

### 3.3. ONLINE RESOURCES

- USGS Topographic Map, Old Maps Online
- Library of Congress, Sanborn Maps
- Newspaper.com
- California Digital Newspaper Collection
- California State Library
- California Library Association
- Calisphere, University of California

### 3.4. ON-SITE INVESTIGATIONS

- Menlo College Site Visit
- San Mateo County Historical Association
- Town of Atherton Library

## 4. HISTORIC OVERVIEW

### 4.1. ETHNOGRAPHY

The Town of Atherton is located in the south area of San Mateo County and lies near the San Francisco Bay on the San Francisco Peninsula. The town is approximately 20 miles south of the City and County of San Francisco and 20 miles north of San Jose in neighboring Santa Clara County. The town is positioned among a collection of creeks, estuaries, wetlands, and grasslands. The area was abundant in native game, shellfish, fruits, acorns, and other naturally available foods. With an ideal climate, this made the area useful for growing populations of settlers.

The original inhabitants of the area were recognized as the Ohlone or Costanoan people.<sup>1</sup> For thousands of years, the Ohlone lived in ten independent tribes on the San Francisco Bay Area on what are the present-day counties of San Francisco, San Mateo, Santa Clara, Alameda, Contra Costa, Napa, Santa Cruz, Solano, and San Joaquin counties<sup>2</sup>. In the 1700's, about 2000 Ohlone lived in what is now San Mateo County. This area offered a fertile countryside and lively waters of the bay. The Ohlone developed various hunter-gatherer techniques to hunt blacktail deer and tule elk, fish in the bay from boats made of tules, and gather mussels and nuts to store for year-round use. In the late 1700's, the area fell under the influence of the Spanish with the establishment of missions along the San Francisco peninsula<sup>3</sup>. With the arrival of the Spanish explorers, missionaries, settlers, and bureaucrats, the Ohlone soon lost the majority of their population and were relocated and removed from their ancestral lands<sup>4</sup>. The majority of Ohlone members within the present-day San Francisco Peninsula, were later baptized at Missions Dolores and Santa Clara.

The area of present-day Atherton is located on lands traditionally stewarded by the Puichon-Thamien-Ohlone Tribe, one of the ten independent Ohlone tribe of the San Francisco Bay Area. Between 1851 to 1892, the lands of the Puichon-Thamien Ohlone as well as other native tribes across the state of California were ceded to the United States military as part of Cession 274, one of 18 treaties signed by native tribes living across the American Southwest, once again forcing tribes off their native land and onto reservations<sup>5</sup>.

Today, the Association of Ramaytush Ohlone and the Muwekma Ohlone Tribe lead the region's only known living descendants of aboriginal people of the San Francisco Peninsula<sup>6</sup>. Contemporary members of the Ohlone continue to research, preserve, and share the history and culture of the ancient Ohlone people.

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<sup>1</sup> Native Land Digital. The registered Canadian not-for-profit organization is Indigenous-led and provides an interactive map for general territory locations for reference. Interactive map is available at: <https://native-land.ca/>

<sup>2</sup> Muwekma Ohlone Tribe. [www.muwekma.org](http://www.muwekma.org)

<sup>3</sup> Guillard, Pamela and Lund, Nancy. *Under the Oaks – Two Hundred Years in Atherton*. San Francisco, CA; Scottwall Associates, 2009.

<sup>4</sup> Ramaytush Ohlone, <https://www.arcgis.com/apps/Cascade/index.html?appid=ff1475b14956474989181b48dbadd487>

<sup>5</sup> Menlo College. <https://www.menlo.edu>

<sup>6</sup> Association of Ramaytush Ohlone, <https://www.ramaytush.org/>

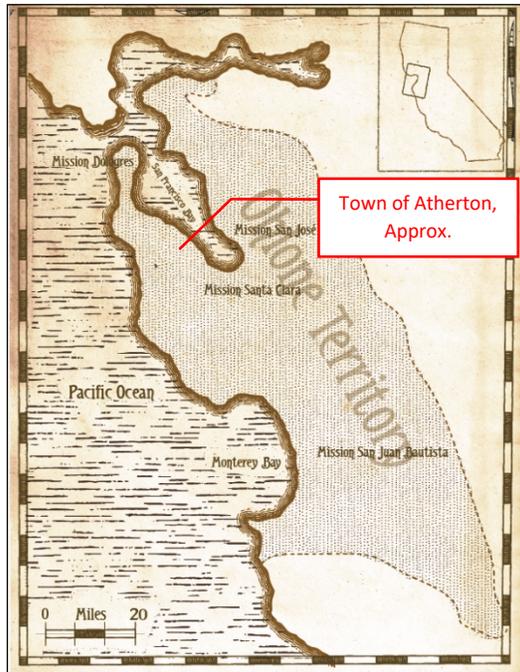


Figure 3: Ohlone Territory Map  
Source: Damian Bacich/CaliforniaFrontier.net

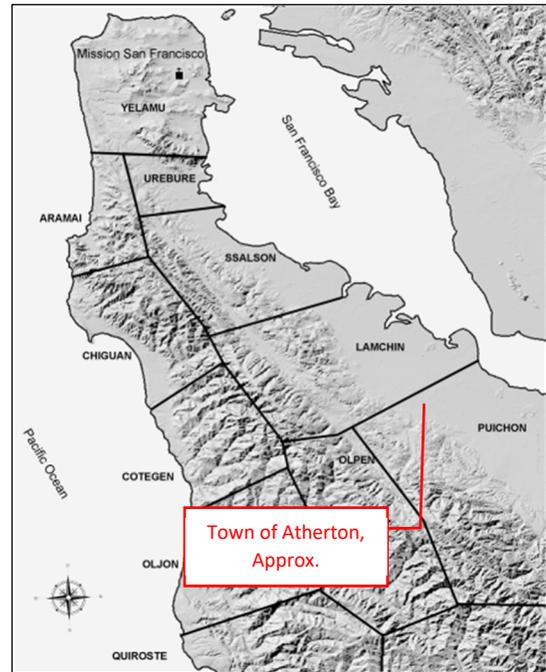


Figure 4: Tribes of San Francisco Peninsula Map  
Source: Ramaytush Ohlone, 2023

## 4.2. TOWN OF ATHERTON

The area surrounding present-day Atherton remained largely rural and agricultural in the 1800's, with the development of a collection of farms and ranches ran by Mexican immigrants to Alta California. Settler Luis Arguello, was awarded a parcel in 1835, stretching from modern day Menlo Park through Atherton to San Mateo. This cattle ranch was called "Rancho las Pulgas," and would eventually be settled and developed by new migrants to the region.

During the period around 1850, California experienced increases and changes in trade, population, trade, and development. The California Gold Rush and the admission of California into the Union accelerated the economic demands of the state and made the construction of a transportation network linking the region's major hubs of commerce a necessity. Implementation of a railroad linking San Francisco and Santa Clara County was completed in 1864, with the construction of the "San Francisco and San Jose Railroad". Along this route, Southern San Mateo County became a popular destination for San Franciscans looking for places to build summer homes in the sunshine. In 1866, Atherton was known as "Fair Oaks", and was a flag stop on the California Coast for the Southern Pacific Railroad between San Francisco and San Jose for the convenience of the owners of large estates living north of Menlo Park.



Figure 5: Map of the San Francisco and San Jose Railroad, c.1862  
Source: Daggett, 1922.

As California approached the end of the gold and silver mining era, Fair Oaks and Menlo Park remained quite rural. With the construction of the historic Flood (Linden Towers) and Selby (Almendral) estates, the area became noted as a place for country homes for San Francisco's wealthiest businessmen and high-society families. Few individuals who made residence in the Fair Oaks community included Louis and Lucie Stern of the Levi Strauss Company, socialite Olive Holbrook and Silas Palmer, inventor Leon Douglass, Thomas Selby of Selby Silver and Lead Smelting Works and Former Mayor of San Francisco, William Cassandra Hills Adams, bank founder Joseph Donohoe, "cattle king " Henry Miller, heiress Mabel Lloyd Jessup, and the Moulton and Merrill families<sup>7</sup>. The legacy of these individuals and their namesake estates continue to be celebrated for their history and legacy within the Town.

Throughout the beginning of the 20<sup>th</sup> century, the community of Fair Oaks remained an oasis of large farmlands, orchards, and estate homes in contrast to the rapidly growing surrounding communities. Edward Eyre and Perry Eyre, prominent members of the community, were at the forefront of trying to incorporate Fair Oaks to maintain its rural identity. In 1923, residents of Menlo Park announced its intention to incorporate its lands to include Fair Oaks. During a meeting of the representatives of the two communities, the Fair Oaks property owners maintained their community as a strictly residential area, and they would incorporate independently. Both groups rushed to the County courthouse in Redwood City, but the Fair Oaks committee arrived first. They also realized that they could not keep the name "Fair Oaks," s it was already the name of a town near Sacramento<sup>8</sup>. It was decided to honor Faxon Dean Atherton who had been one of the first property owners in the south peninsula and name the town for him. Atherton was then

<sup>7</sup> Town of Atherton, 100 Year Celebration. <https://www.ci.atherton.ca.us/665/100---Year-Centennial-Celebration>

<sup>8</sup> Guillard, Pamela and Lund, Nancy. *Under the Oaks – Two Hundred Years in Atherton*. San Francisco, CA; Scottwall Associates, 2009.

incorporated on September 12, 1923. Consistent with the vision of the Town’s earliest residents, Atherton maintains large residential parcels that do not contain commercial uses. In subsequent years, the town would see large land holdings being subdivided into smaller residential parcels. By the 1950’s, over 80 subdivisions would be officially recorded in Atherton, bringing the era of large land estates to a close.

Today, Atherton’s continues to maintain stately homes with refined landscaping and country lanes that began with the early families who built their estates long before the town’s founding. Town remains largely single-family residential homes and maintains its unique character as a scenic, semi-rural, thickly-wooded residential area with abundant open space. With close proximity to San Francisco and Silicon Valley, the Town stands as one of the wealthiest and prestigious communities in the United States.

In addition to its built development, Atherton is still “a plain of oaks,” where a variety of tree species including native live oaks, white oaks, bays, redwoods, cedars, pines, and other ornamental trees cover the six square miles of town.<sup>9</sup>

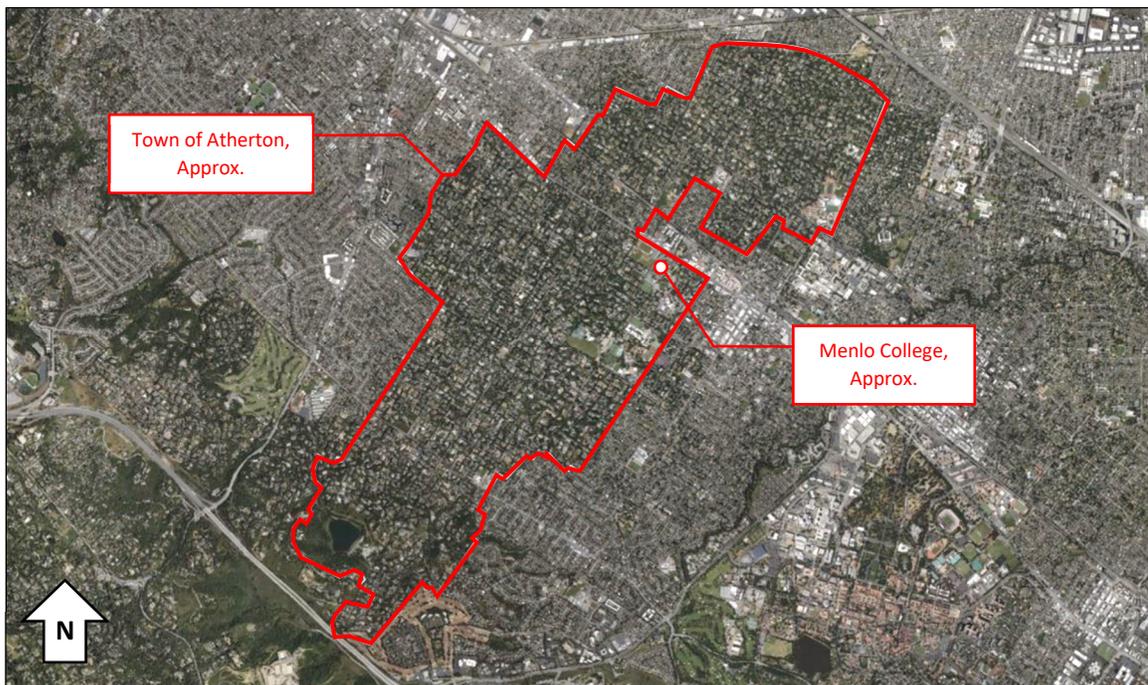


Figure 6: Town of Atherton Map.  
Source: Bing Maps, 2024.

### 4.3. MENLO COLLEGE

The 40-acre property that is now Menlo College were estate lands owned by several notable local residents, including Faxon Dean, Dominga Atherton, and George and Ellen Fife. A boys military academy called the “William Warren School,” after its founder and first headmaster William

<sup>9</sup> Town of Atherton. History of Atherton. <https://www.ci.atherton.ca.us/96/History-of-Atherton>

Warren, was established in 1915 on 12 acres of the Fife estate located on Alejandra Avenue. The schoolhouse was built on a two-story frame, and educated boys aged 8 through 18 in strict West-Point style military tradition. The school began to falter following declining admission after the First World War, and was closed and sold in 1924.<sup>10</sup> The school was purchased by Clifford Dennis who formed a new board of trustees and established the Menlo School for Boys, later identified as the Menlo School. A two-year college was established in 1927 as an integral part of the school, and the institution changed its name to Menlo School and Junior College. Shortly safter its founding, Menlo School became known as the “feeder school” to Stanford University. In this way, many Menlo College alumni progressed in their higher education with programs at the nearby University. By 1949, the name was officially changed to Menlo School and Menlo College.<sup>11</sup>

The college first supported athletic teams in 1928. Local newspaper articles from the period describe significant investments in baseball, track and field, swimming, and other athletic facilities on campus. These early additions to the campus would help establish Menlo College as a premier college with a strong tradition for intercollegiate sport. The current gymnasium “Haynes-Prim Pavilion,” named after its three financiers, Mrs. Ester R. Haynes and Mr. and Mrs. Wayne L. Prim, was built during the 1970s.<sup>12</sup> The school underwent significant change in following years with the introduction of co-educational facilities (1979-1981), and the addition of sixth grade to the Middle School (1993-1994). The Menlo School and College formally separated in June 1994. Menlo School and Menlo College are now entirely independent entities each with their own board, administration, and faculty. Each institution owns and occupies the land and buildings on its section of the 62-acre campus while sharing some of the common sports facilities on campus.

Since 1986, Menlo College has been exclusively a four-year institution with an enrollment of approximately 800 students. Majors currently offered include Accounting, Business Analytics, Entrepreneurship, Finance, Human Resource Management, International Business, Marketing, Psychology, Real Estate, and Sports Management.<sup>13</sup>



Figure 7: Menlo College Main Entrance.

Source: Menlo College, 2023.

<sup>10</sup> Guillard, Pamela and Lund, Nancy. *Under the Oaks – Two Hundred Years in Atherton*. San Francisco, CA; Scottwall Associates, 2009.

<sup>11</sup> Menlo College. <https://www.menlo.edu>

<sup>12</sup> Menlo College History. <https://www.menlo.edu/about/our-history/>

<sup>13</sup> Menlo College Majors and Programs. <https://www.menlo.edu/academics/choosing-your-major/>

## 5. HISTORY OF SUBJECT STRUCTURE

### 5.1. INITIAL DEVELOPMENT

Historic campus maps of Menlo School (Appendix 9.2) indicate that the subject structure has been built since 1950. Historical aerial photographs were sourced and confirm that the subject building was constructed on the Menlo College campus on or prior to 1955. No documents readily available identify the construction date of the subject structure. It is identified with a contemporary architectural style and its exterior materials of wood, composite roof, and concrete blocks support a construction date from the 1920s to 1950s. Furthermore, historical information regarding the origins of the subject structure, whether construction on site or relocation, could not be confirmed due to documentation readily available or to insufficient records. Earliest available records confirm the building's primary use has been faculty apartments. The subject structure is not listed on a national, state, or local historic resource register.



Figure 8: Menlo College, circa 1941.  
Source: USGS Map,  
California Palo Alto Quadrangle, 1941.

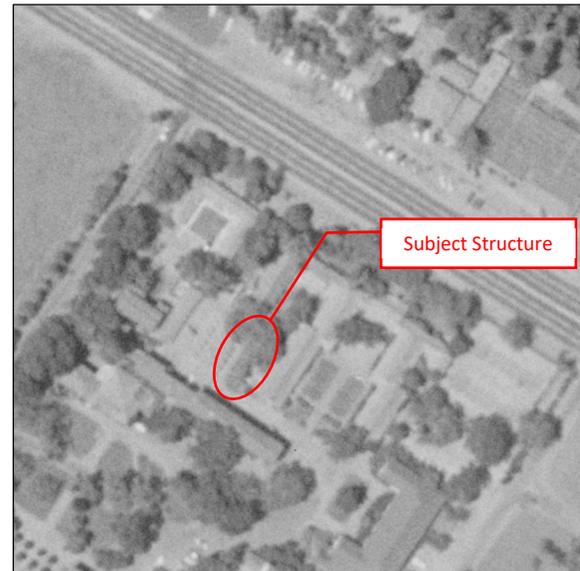


Figure 9: Menlo College Aerial, 1956.  
Source: Historic Aerials by Netronline, 1956.

### 5.2. PERMIT HISTORY

Thorough research conducted at Atherton Town Center involved a review of digital and printed materials and records associated with the subject parcel, related to Menlo College and existing structure on college campus, included review of building permits, planning applications, and project maps. The entire campus is identified as one parcel (APN: 070-360-100) that includes multiple structures on site. As such, all development records associated with the campus is associated with the subject parcel.

The town's records of the campus building permits and projects range in scope and include construction of new residence halls and administrative buildings and sign changes. No files were

readily available on the subject structure to indicate if its history included substantial construction, record of site relocation, or identification of recent work. Minor maintenance and repairs that typically occur in existing structures may include roof repairs, window and door replacements, and exterior painting.

### 5.3. ARCHITECTURAL STYLE, INTERIOR SPACES, AND LANDSCAPE

The subject structure was originally designed in a Contemporary architectural style, common from 1945 to 1990. Typical features include low-pitched gables roofs, widely overhanging eaves, exposed roof beams, with natural materials including wood, stone, brick, or concrete block. The structure is a single-story, multi-dwelling apartment, with a building footprint at approximately 80 feet by 30 feet (approximately 2,400 square feet). Aerial and USGS maps have recorded the structure's footprint has retained its original dimensions and rectangular form. On-site observations determined the structure contains painted wood-frame and concrete block walls, a shingle roof, and a combination of fixed, casement, and horizontal sliding windows. The roof contains chimneys, vents, and gutters. The structure supports 4 apartments, each with their own variety of windows and exterior doors and fenced outdoor area. An evaluation of the exterior is only required for the determination of an eligible historic resource. Hence, the subject structure's interior spaces were not accessed during the site-visit or was it recorded for this HRE.

This structure is characterized by its symmetrical low-pitched gable roof with overhanging eaves, exposed roof beams, and single-story massing. The structure does hold architectural features related to the dwelling's original style. However, the structure lacks character-defining features related to the Contemporary architectural style, which typically includes a combination of a recessed entrance, entry garden, broad low masonry chimney, carport, and surfaces with integral patterns. This style also accounts for two-story structures located on a flat or slope ground surface, two levels of pitched roofs with a clerestory window, balcony railings with an outward slant, window walls with spatial configurations, vertical elements, carports, and screens. Subtypes of Contemporary architectural styles can be identified through their roof styles which includes front-gable roof, side-gable roof, gable-roof variations, and a flat roof.

The subject structure pertains to the Menlo College campus and therefore does not have an individual parcel or property line. However, a wood fence with a privacy lattice top at approximately 6 feet in height encloses the subject structure, providing for a wood entry gate door and an outdoor area for each apartment. Within this area there are paved areas with a variety of outdoor furniture pieces. Vegetation includes small plants and large trees. Adjacent areas and structures include a parking lot to the west, El Camino Hall to the east, the Russel Center to the northeast, faculty apartments to the north, and the O'Brien Hall to the south.

### 5.4. HISTORIC CONTEXT

Menlo College has grown and amassed a collection of structures and facilities to support the campus, its students, and its surrounding environment. Structures within the campus include

residential and administrative buildings representing various eras of construction assemblies and design. Primary architectural styles include Spanish Revival, New Traditional, and Contemporary architectural styles.

Two buildings that are over 90 years old within the Menlo College campus include the Phar Lap Stable, and El Camino Hall, a residence hall. The Phar Lap Barn is a stable original to the former residential estate. It is located north of Alejandra Avenue and within the Cartan Field. It is known as a stable associated with the victorious Australian racehorse, Phar Lap, during the Great Depression.<sup>14</sup>

El Camino Hall is a dormitory building, built circa 1931, after the founding of Menlo Junior College, by local and notable architect Birge Clark. The building maintains a U-shaped layout that supports a central courtyard with low vegetation landscaping and a concrete walkway. The building exhibits several identifying features with the Spanish Revival style including red clay tile roof coverings, stucco wall surfaces, a low-pitched side gabled roof with eave overhangs. The original floor plan of El Camino Hall supported approximately 70 dormitory units as well as a living room, several bedrooms, laundry room, and shared restroom facilities. El Camino Hall is located south of the subject structure, the Faculty Housing Apartment 8B.

In addition to the El Camino Residence Hall, the subject building is adjacent to O'Brien residence hall, a two-story structure supporting 100-beds, and one freestanding house that serves as residences for faculty and staff. Records from Menlo School (Appendix 9.1) indicate that the O'Brien Hall and the freestanding house were built circa 1950.



*Figure 10: El Camino Hall, Menlo College.*

Source: Menlo College, 2021

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<sup>14</sup> National Museum Australia. Phar Lap. <https://www.nma.gov.au/defining-moments/resources/phar-lap>

## 5.5. REGULATORY SETTING

### *Town of Atherton General Plan*

As described on the Town of Atherton's General Plan website, the Atherton General Plan was adopted in November 2002, and is intended as a map for the Town to guide the growth and development. The General Plan is a comprehensive document articulating policies and guidelines for developing and preserving the quality of life in Atherton. General Plans typically contain goals, objectives, policies and programs all intended to support the Town's desire to develop in a particular manner and to attain a community vision. An update to the Housing Element, prepared in accordance with State law, was adopted by the City Council on March 18, 2015, with the next State mandated update to occurred in 2022. All other elements of the General Plan have not been updated since 2002. Atherton is essentially built out in accordance with the policies stated in the General Plan.<sup>15</sup>

The City Council held a public hearing on January 15, 2020, at which time it considered the IS/MND and all comments on that document. It also considered the proposed General Plan Update and all of the comments made at the public workshop, the Planning Commission public hearing and the City Council public hearing. At the conclusion of the public hearing the City Council certified the IS/MND and adopted the General Plan Update.<sup>16</sup>

### *Town of Atherton General Plan's Open Space and Conservation Element*

The open space and conservation element of the general plan is included in the 2019 General Plan, pages VIII OSC – 50 to 68, dated January 2020. The Open Space Element contains an inventory and description of existing and proposed open space lands and uses and identifies goals and policies that support open spaces in Atherton. The Conservation portion of this Element describes the Town's natural and man-made resources; including land, water, ecosystems, cultural and living resources. The Open Space and Conservation Element seeks to maintain the low-density, residential character of the Town.

The General Plan identifies the following properties as historically significant buildings and structures; the Watkins/Cartan House, Water Tower, Holbrook-Palmer Park, Gen Merrill Carriage House, HolbrookPalmer Park, Sacred Heart Schools Main Building, Menlo School, Stent Family Hall (Douglass Hall aka Payne-Douglass House), Perry Stable (Associated with Australian Racehorse Phar Lap), Caltrain Station, Town Center, and the Town Hall (Council Chambers building) Town Center.<sup>17</sup>

The subject structure, the Faculty Housing Apartment 8B in Menlo College, is not identified within the General Plan's Open Space and Conservation Element as a historically significant buildings and is not associated with the Menlo School, Stent Family Hall (Douglass Hall aka Payne-Douglass House), or the Perry Stable (Associated with Australian Racehorse Phar Lap).

<sup>15</sup> Town of Atherton, General Plan Background Information available at: <https://www.ci.atherton.ca.us/208/General-Plan>

<sup>16</sup> Town of Atherton, General Plan 2019, document dated January 2020, page III INTRO – 5.

<sup>17</sup> Ibid, page VIII OSC – 64.

*Town of Atherton General Plans' Public Facilities and Schools (PFS) Land Use and Zoning Districts*

The Menlo College falls under the Town of Atherton General Plans' Public Facilities and Schools (PFS) Land Use and Zoning Districts. Pursuant to Town's General Plan, per Section 17.36 on Public Facilities and Schools District (PFS) District Zoning of the Atherton Municipal Code, private school facilities are subject to development by the issuance of a conditional use permit from the Town planning commission. As noted within the municipal code, conditional use permits require an application with specific documentation for the existing and proposed work, and review by the Planning Commission.<sup>18</sup>

Furthermore, all private schools located in the PFS district are requested by the City Council to prepare a master plan update that is received by the planning commission (Section 17.36.059 of the Atherton Municipal Code). The master plan update is meant to allow flexibility and adjustment of the facilities' locations of a campus, while providing specific projections related to enrollment and proposed floor space. A master plan may also include details related to possible facilities to be developed, scheduled/priority development, circulation patterns, location of parking, and the identification of historic/unique facilities among other content to support the overall growth and development of a school. As the subject structure is located within the Menlo College campus, it is also subject to the PFS.

## 6. EVALUATION OF HISTORIC RESOURCE ELIGIBILITY

### 6.1. NATIONAL REGISTER OF HISTORIC PLACES & CALIFORNIA REGISTER OF HISTORIC PLACES

The National Register of Historic Places (NRHP) recognizes historic properties equal to or greater than fifty years old that are determined to be significant in respect to American history, architecture, archeology, engineering or culture, and at the local, state, or national level. To be determined eligible for listing on the NRHP a resource must also retain integrity in terms of location, design, setting, materials, workmanship, feeling, and association.

Under the California Environmental Quality Act (CEQA) resources that meet the criteria of the California Register of Historical Resources are considered historical resources for the purposes of CEQA. *The State Office of Historic Preservation has recommended the National Register of Historic Properties Criteria for Evaluation (used below) as a uniform standard for California because they provide a basis for assessing the significance of historical resources at the national, state, and local levels. As such, they encompass and provide for routine consideration of other applicable state and local criteria.*<sup>19</sup> From these are derived the guidelines used below, including those of the Town of Atherton (Section 6.2).

Determinations of historical significance require that several factors are considered, including the property's history (both construction and use); the history and context of the surrounding community; an association with important persons or uses; the number of resources associated

<sup>18</sup> Atherton. Municipal Code, Title 17, Zoning. <https://atherton.municipal.codes/Code/17>

<sup>19</sup> Instructions for Recording Historical Resources, Office of Historic Preservation, March 1995.

with the property; the potential for the resources to be the work of a master architect, builder, craftsman, landscape gardener, or artist; the historical, architectural or landscape influences that have shaped the property's design and its pattern of use; and alterations that have taken place; and lastly how these changes may have affected the property's historical integrity.

These issues must be explored thoroughly before a final determination of significance can be established. To be eligible for the California Register, historic resources must possess both historical significance and retain historic integrity. The following are the four significance criteria of the California Register. Upon review of the criteria, if historic significance is identified, then an integrity analysis is conducted. To be eligible for the California Register, an historical resource must be significant at the local, state, or national level under at least one of the following criteria:

**Criterion 1: Event or Patterns of Events**

*It is associated with events or patterns of events that have made a significant contribution to the broad patterns of local or regional history, or the cultural heritage of California or the United States.*

Historical research has determined that the subject structure, the Faculty Housing Apartment 8B in Menlo College, located at 1000 El Camino Real, Town of Atherton, does not qualify under Criterion 1: Event/Patterns of Events. The structure possesses association with the development of residential and academic structures for Menlo College circa 1950 and illustrates the architectural type of development of many of the region's academic spaces. However, it does not demonstrate a significant contribution to the broad patterns of local or regional history, or the cultural heritage of California or the United States. The existence of residential structures on campus and consistency of single-family residents in environ to the campus are supported by the current uses of the sites and is not related to a specific event or patterns of events. As a result, the subject structure does not qualify individually under California Register Criterion 1: Event or Pattern of Events.

**Criterion 2: Important Person(s)**

*It is associated with the lives of persons important to local, California or national history.*

Menlo College is associated with various notable alumni including, but not limited to, Patty Hearst (granddaughter to publishing magnate William Randolph Hearst), Bob Lurie (former owner of the San Francisco Giants), K.S. "Bud" Adams (Texas Oil Entrepreneur), Richard Tang (owner of Hong Kong Star Ferry), Jeff van Gundy (former head coach of the New York Knicks and Houston Rockets), David Copley (President/Owner of Copley Press, and Philanthropist) and Prince Awaleed al Saud (Saudi Arabian businessman, investor, philanthropist, and royal).<sup>20</sup> Historical research has determined that the subject structure, the Faculty Housing Apartment 8B in Menlo College, located at 1000 El Camino Real, Town of Atherton, is not directly associated with these notable alumni. The National Register

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<sup>20</sup> Workman, Bill . [A Rich Legacy/Menlo College, once famed for its elite alumni, is celebrating its diamond anniversary](#). SF Gate, May 3, 2002

Bulletin “How to Apply the National Register Criteria for Evaluation,” provides guidance in applying the criterion for “Important Persons”:

*The persons associated with the property must have gained importance within his or her profession or group. ... A property is not eligible if its only justification for significance is that it was owned or used by a person who is a member of an identifiable profession, class, or social or ethnic group. It must be shown that the person gained importance within his or her profession or group.*

The subject structure has been used as 4 apartments, providing faculty housing on campus. Brief research on the subject structure did not result with specific occupants for the college and did not demonstrate significant or relative historic background to associate it with the lives of persons important to local, California, or national history. As a result, the structure does not qualify individually under California Register Criterion 2: Important Person(s).

### **Criterion 3: Design/Construction**

*It embodies the distinctive characteristics of a type, period, region or method of construction, or represents the work of a master, or possesses high artistic values.*

Although there are notable architects associated with Menlo College and its campus buildings, no significant architect or designer has been identified with the subject structure. The structure is an example of the Contemporary style and is a respective style within the context represented in Menlo College and Atherton. However, does not possess unique nor prominent architectural features. It is also not singularly distinctive with respect to other structures of the same style such that it would be of landmark quality to be *individually* eligible for the California Register.

As previously noted in Section 5.3, this structure is characterized by its symmetrical low-pitched gable roof with overhanging eaves, exposed roof beams, and single-story massing. The structure does hold architectural features related to the dwelling’s original style. However, the structure lacks character-defining features related to the Contemporary architectural style, which typically includes a combination of a recessed entrance, entry garden, broad low masonry chimney, carport, and surfaces with integral patterns. This style also accounts for two-story structures located on a flat or slope ground surface, two levels of pitched roofs with a clerestory window, balcony railings with an outward slant, window walls with spatial configurations, vertical elements, carports, and screens. Subtypes of Contemporary architectural styles can be identified through their roof styles which includes front-gable roof, side-gable roof, gable-roof variations, and a flat roof.

The National Register Bulletin “How to Apply the National Register Criteria for Evaluation,” provides guidance in applying the criterion for “Design/Construction”:

*A building that is a classic expression of the design theories of the Craftsman Style, such as carefully detailed handwork, is eligible. ... A building that is a modest example of the Craftsman Style of architecture would not qualify for high artistic value.*

The review of the structure's original architectural style and existing conditions has provided a description of the structure's current state in relation to its design and construction determining the structure does not embody the distinctive characteristics of a Contemporary type, period, region or method of construction, or represents the work of a master, or possesses high artistic values. As a result, the structure does not qualify individually under California Register Criterion 3: Design/Construction.

#### **Criterion 4: Information Potential**

*It has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California or the nation.*

Since the subject structure does not possess individual historical significance, nor does the subject structure yield, or potential to yield information important to the prehistory of history of the local area, California, of the nation, an analysis of integrity has not been undertaken.

This HRE evaluates the subject structure and does not evaluate further information related to archaeology. Refer to "Archaeological Record Search and Report of Findings for the Town of Atherton Zoning Code Update, Atherton, San Mateo County, California," dated February 8, 2024, prepared by Evans & De Shazo, Inc.

## **6.2. TOWN OF ATHERTON LOCAL CRITERIA**

Procedures and processes to register historic buildings, along with activities requiring an alteration permit to a historic building in the Atherton historical register are located in Chapter 8.15 of the Atherton Municipal Code.<sup>21</sup> The "Atherton historical register" is the official list of historic buildings within the town and is maintained by town staff (Ord. 652 § 1, 2022). Pursuant to Chapter 8.15.200, the criteria for designating a historic building are the following:

#### **Criterion A: Precondition to Listing**

*A building will only be considered for inclusion on the Atherton historical register, if one or more of the following is met:*

- 1. The building is listed on the National Register of Historic Places.*
- 2. The building is listed on the California State Historical Landmarks, Points of Interest, and the California Register of Historical Resources.*
- 3. The building is determined to be of local significance by the city council.*

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<sup>21</sup> Town of Atherton. Municipal Code Chapter 8.15. <https://atherton.municipal.codes/Code/8.15>

The subject structure is currently not listed on the National Register of Historic Places, the California State Historical Landmarks, Points of Interest, or the California Register of Historical Resources. The building has also not been determined to be of local significance by the City Council. As a result, the structure does not qualify individually under the Town of Atherton Historical Register Criteria A1, A2, and A3.

**Criterion B: Determining Local Significance**

*The City Council may determine a building is of local significance if it can make any of the following findings with respect to the building:*

1. *The building is associated with events that have made a significant contribution to the broad patterns of the town's history;*

Historical research has determined that the subject structure, the Faculty Housing Apartment 8B in Menlo College, located at 1000 El Camino Real, Town of Atherton, is not associated with any events that have made a significant contribution to the broad patterns of the town's history (refer to Section 6.1, Criteria 1). As a result, the subject structure does not qualify individually under the Town of Atherton Historic Designation Criteria B1.

2. *The building is associated with a person that played a significant role in the town's history;*

Historical research has determined that the subject structure, Faculty Housing Apartment 8B in Menlo College, located at 1000 El Camino Real, Town of Atherton, is not directly associated with a person that played a significant role in the town's history (refer to Section 6.1, Criteria 2). The subject structure is a single-story, used to support housing for faculty and is not associated with a significant person. As a result, the subject structure does not qualify individually under the Town of Atherton Historic Designation Criteria B2.

3. *The building embodies the distinctive characteristics of a type, period, or method of construction, or that represents the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction, that have yielded or may be likely to yield information important in history or prehistory of the town; or*

As previously noted in Section 5.3, this structure is characterized by its symmetrical low-pitched gable roof with overhanging eaves, exposed roof beams, and single-story massing. The structure does hold architectural features related to the dwelling's original style. However, the structure lacks character-defining features related to the Contemporary architectural style, which typically includes a combination of a recessed entrance, entry garden, broad low masonry chimney, carport, and surfaces with integral patterns. This style also accounts for two-story structures located on a flat or slope ground surface, two levels of pitched roofs with a clerestory window, balcony railings with an outward slant,

window walls with spatial configurations, vertical elements, carports, and screens. Subtypes of Contemporary architectural styles can be identified through their roof styles which includes front-gable roof, side-gable roof, gable-roof variations, and a flat roof.

The review of the structure's original architectural style and existing conditions has provided a description of the structure's current state in relation to its design and construction determining the structure does not embody the distinctive characteristics of a Contemporary type, period, region or method of construction, or represents the work of a master, or possesses high artistic values (refer to Section 6.1, Criteria 3).

This HRE evaluates the subject structure and does not evaluate further information related to archaeology. Since the subject structure does not possess individual historical significance, nor does the subject structure yield, or potential to yield information important to the prehistory of history of the local area, California, of the nation, an analysis of integrity has not been undertaken (refer to Section 6.1, Criteria 4). As a result, the subject structure does not qualify individually under the Town of Atherton Historic Designation Criteria B3.

4. *The building is listed as a historically significant building in the open space and conservation element of the general plan. (Ord. 652 § 1, 2022)*

As previously noted in Section 5.5, the subject structure, the Faculty Housing Apartment 8B in Menlo College, is not identified within the General Plan's Open Space and Conservation Element as a historically significant buildings and is not associated with the Menlo School, Stent Family Hall (Douglass Hall aka Payne-Douglass House), or the Perry Stable (Associated with Australian Racehorse Phar Lap). As a result, the structure does not qualify individually under the Town of Atherton Historic Designation Criteria B4.

### 6.3. SIGNIFICANCE & INTEGRITY

In addition to evaluating a structure for its significance with a historic register criteria as a historic resource, the structure must also retain integrity. The National Register criteria recognizes seven aspects or qualities, that can be used in combination, claiming integrity. The seven aspects include location, design, setting, materials, workmanship, feeling, and association.<sup>22</sup>

Since the evaluation of the subject structure has not led to identification of an eligible historic resource under the national, state, or local historic register criteria, an analysis of integrity has not been undertaken.

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<sup>22</sup> U.S. Department of the Interior National Park Service Cultural Resources. National Register Bulletin, 44. [https://www.nps.gov/subjects/nationalregister/upload/NRB-15\\_web508.pdf](https://www.nps.gov/subjects/nationalregister/upload/NRB-15_web508.pdf)

## 6.4. CALIFORNIA ENVIRONMENTAL QUALITY ACT

The California Environmental Quality Act (CEQA) Public Resources Code §21084.1 provides that any project that may cause a substantial adverse change in the significance of an historical resource is a project that may have a significant effect on the environment. Public Resources Code §5020.1(q) defines “substantial adverse change” as demolition, destruction, relocation or alteration such that the significance of the historical resource would be impaired. According to the Public Resources Code §5024.1, an historical resource is a resource that is listed in or determined to be eligible for listing in the California Register of Historical Resources; included in a local register of historical resources; or is identified as significant in a historic resource survey if that survey meets specified criteria.

According to CEQA Guidelines §15064.5(a)(3), a lead agency can find a resource has been determined to be significant in the architectural, engineering, scientific, economic, agricultural, educational, social, political, military or cultural annals of California provided that the determination is supported by substantial evidence in light of the whole record.

The subject structure does not meet the level of significance necessary to be eligible for the California Register. The subject structure is not included in a local register of historic resources nor designated as a historically significant site, nor has it been identified or documented in previous historic resource survey efforts or documentation projects.

## 7. CONCLUSION

### 7.1. RECOMMENDATIONS

In conclusion to the evaluation of the subject structure for qualification as a historical resource in accordance with Article 5, §15064.5 of the California Environmental Quality Act (CEQA) Guidelines and the local Historic Designation Criteria, one recommendation is provided for the subject structure. Due to the minimal documentation found during the development of the HRE for the subject structure, it is recommended that the subject structure is identified in the next submittal of the Menlo College’s Master Plan. The identification may include a copy of the HRE, photographic documentation, and description of current and proposed uses for the college. This documentation would support its regulatory setting within the PFS, where a Master Plan is required to be reported annually to planning commission pursuant to Section 17.36.059 of the Atherton Municipal Code.

### 7.2. FINDINGS

The subject structure, the Faculty Housing Apartment 8B in Menlo College, located at 1000 El Camino Real, in the Town of Atherton, does not possess historical significance, is not a strong example of the Contemporary style, was not designed by a master architect or builder, and is not associated with important events or persons. It is the professional opinion of M-Group that the structure (1) is not individually eligible for the National Register of Historic Resources, (2) is not

individually eligible for the California Register of Historical Resources, (3) does not qualify individually as a historical resource under CEQA Guidelines §15064.5(a)(3), and (4) is not eligible for individual historic designation under Atherton Municipal Code, Chapter 8.15.200, Criteria for designating a historic building.

## 8. BIBLIOGRAPHY

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Workman, Bill. [\*A Rich Legacy/Menlo College, once famed for its elite alumni, is celebrating its diamond anniversary.\*](#) SF Gate, May 3, 2002

## 9. APPENDIX

9.1. MAPS

9.2. PARCEL DATA

9.3. ON-SITE PHOTOGRAPHIC DOCUMENTATION

9.4. ARCHIVED BUILDING & PLANNING DOCUMENTS

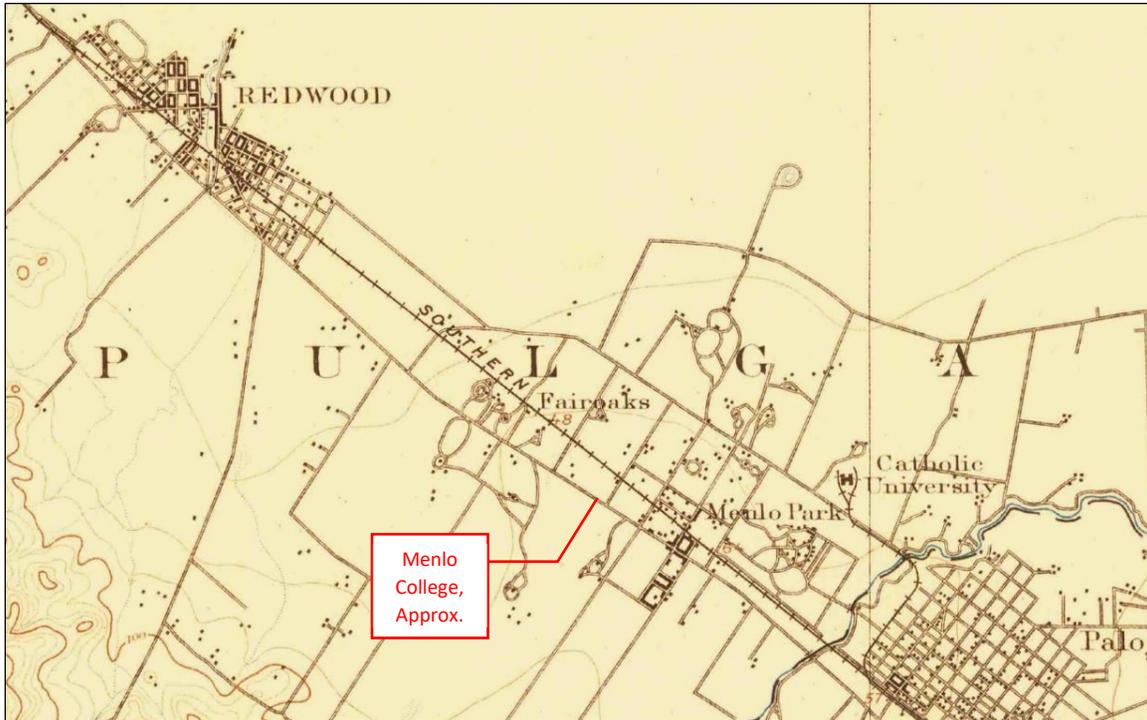
9.5. NEWSPAPER RECORD

9.6. DEPARTMENT OF PARKS AND RECREATION (DPR) 523 FORMS

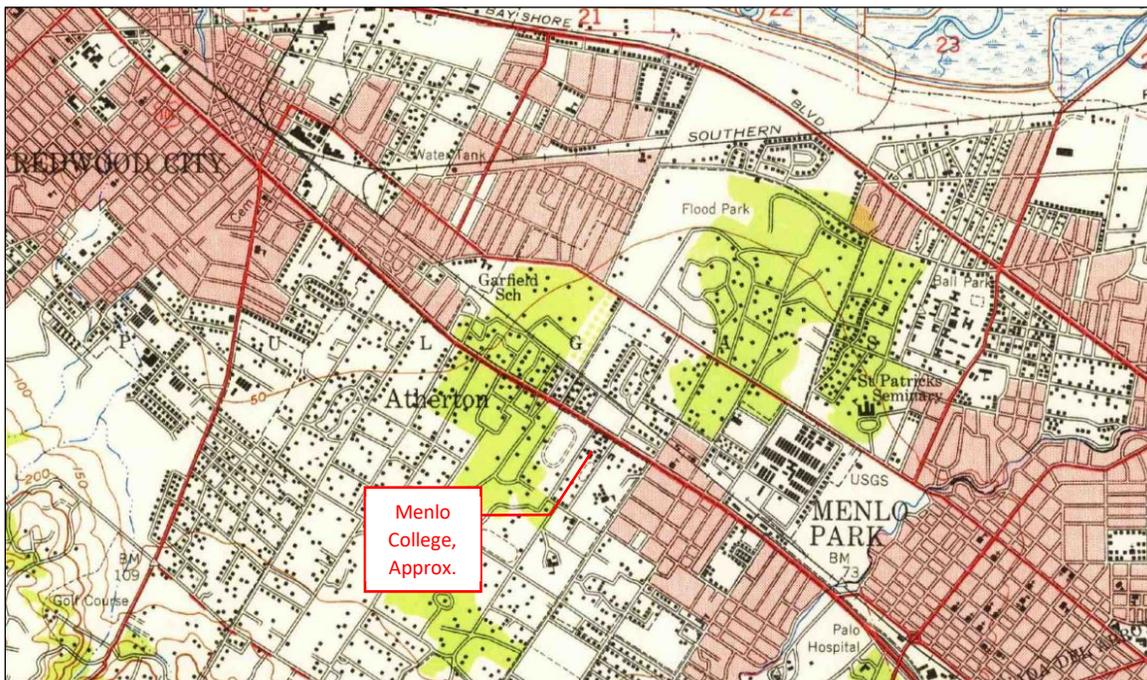
9.7. PREPARER'S QUALIFICATIONS

## APPENDIX 9.1

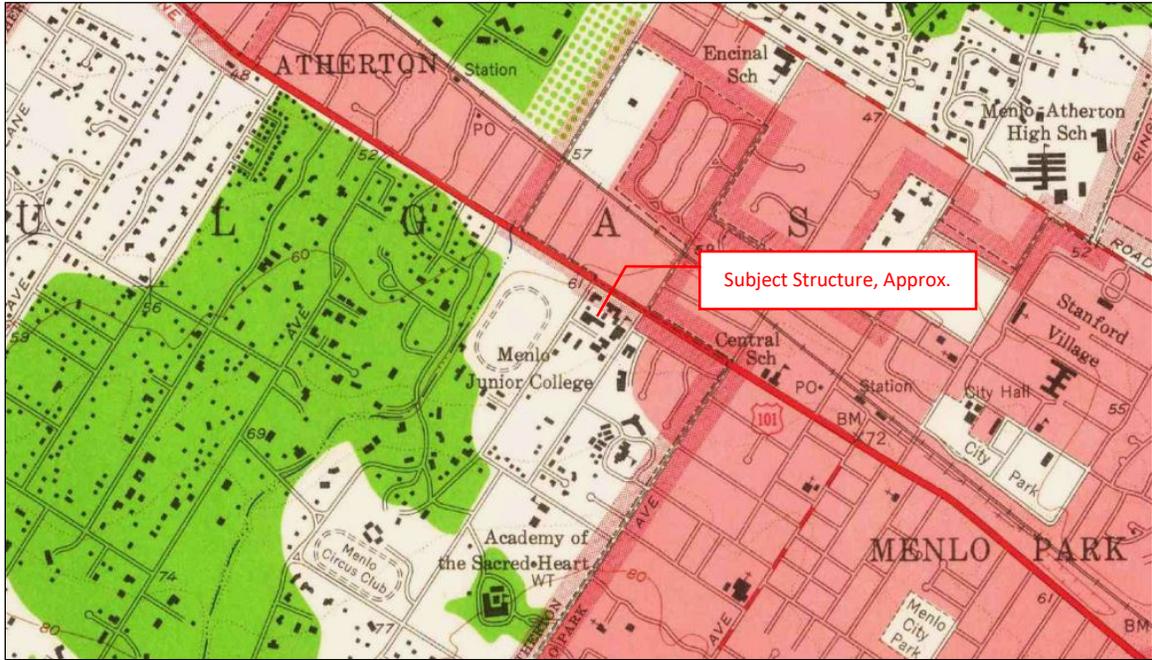
### U.S. Geological Survey (USGS) Maps



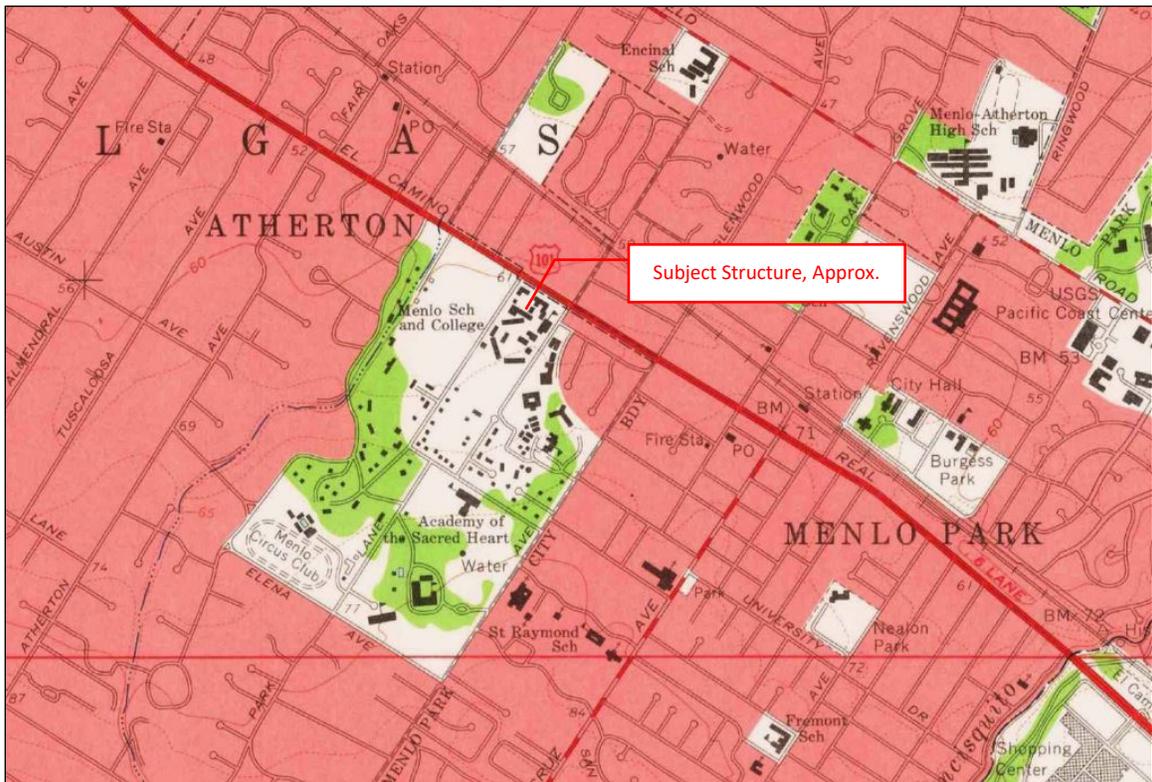
Palo Alto, California, 1897.



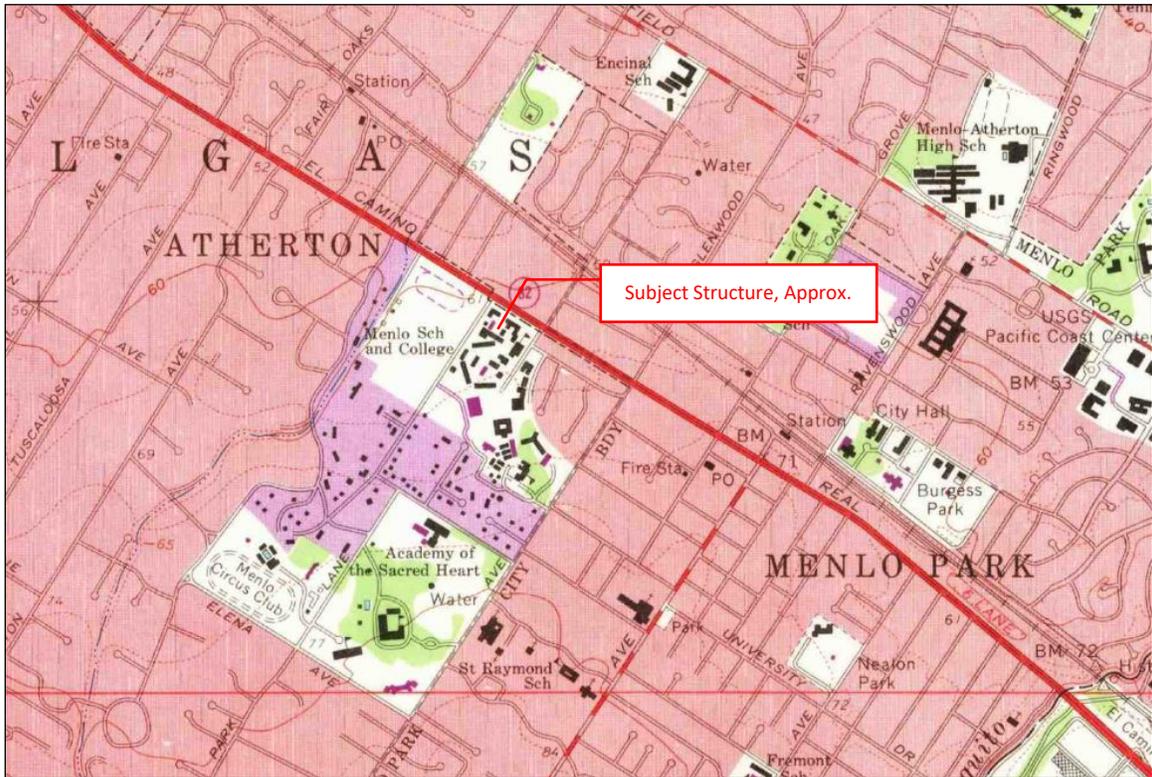
Palo Alto, California, 1948.



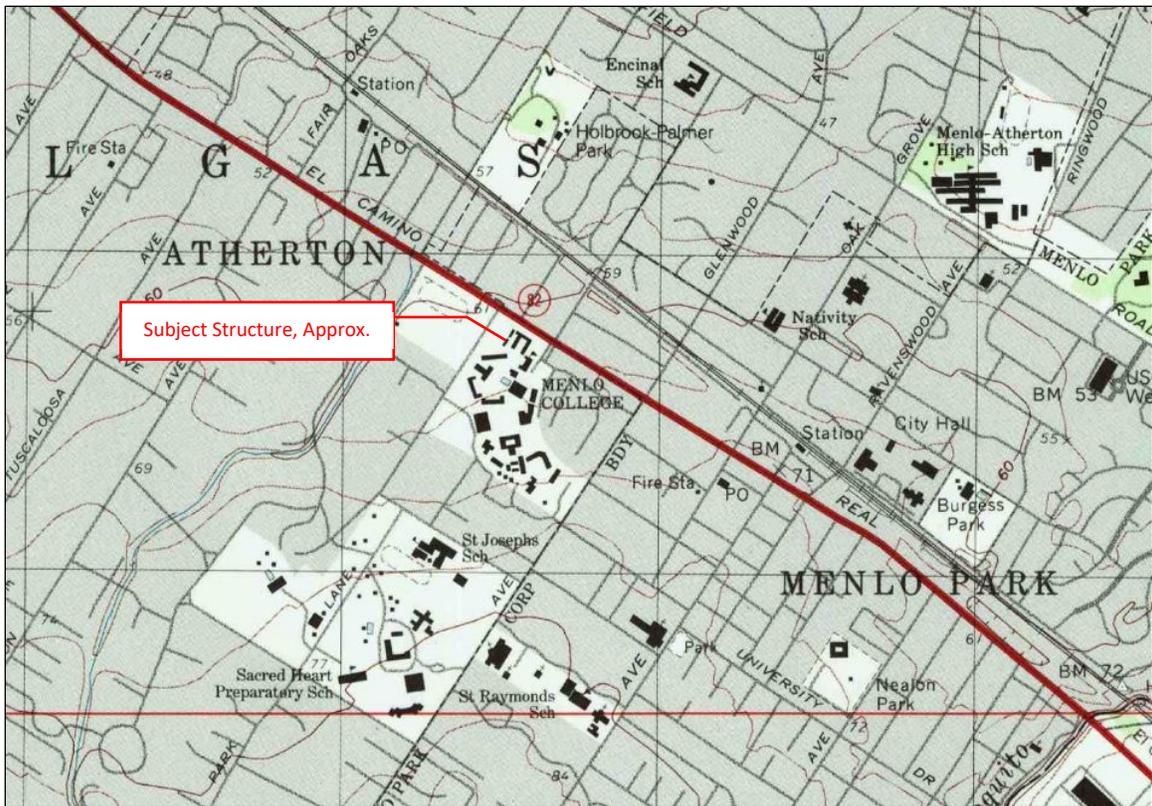
Palo Alto, California, 1953.



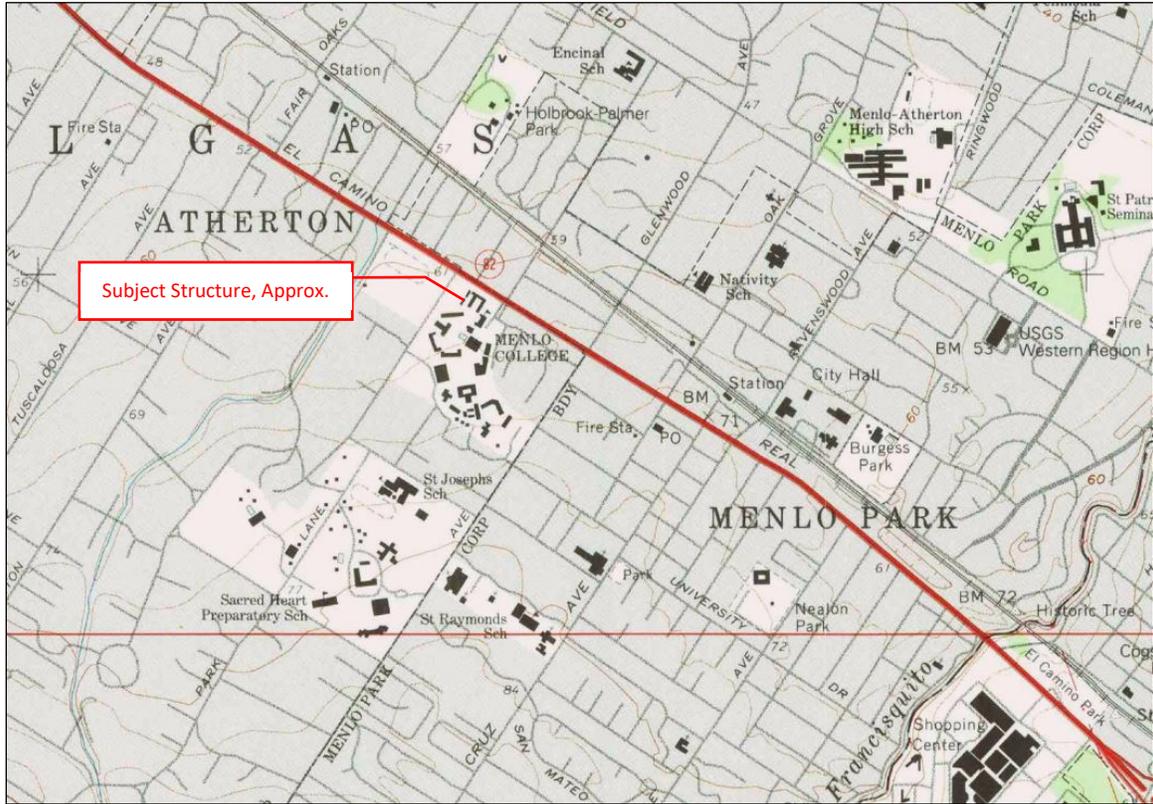
Palo Alto, California, 1961.



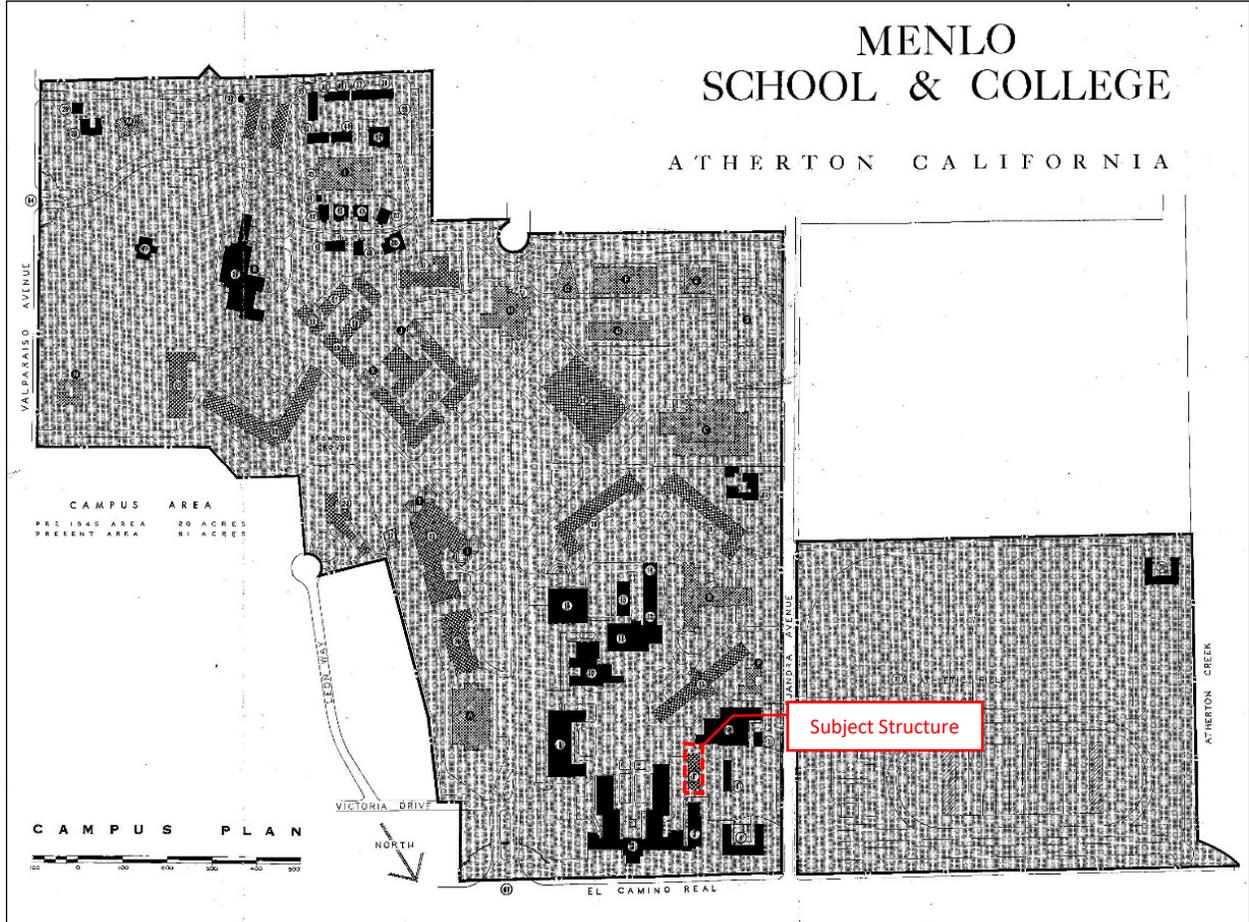
Palo Alto, California, 1961, revised 1968.



Palo Alto, California, 1991.



Palo Alto, California, 1997.



**LEGEND**

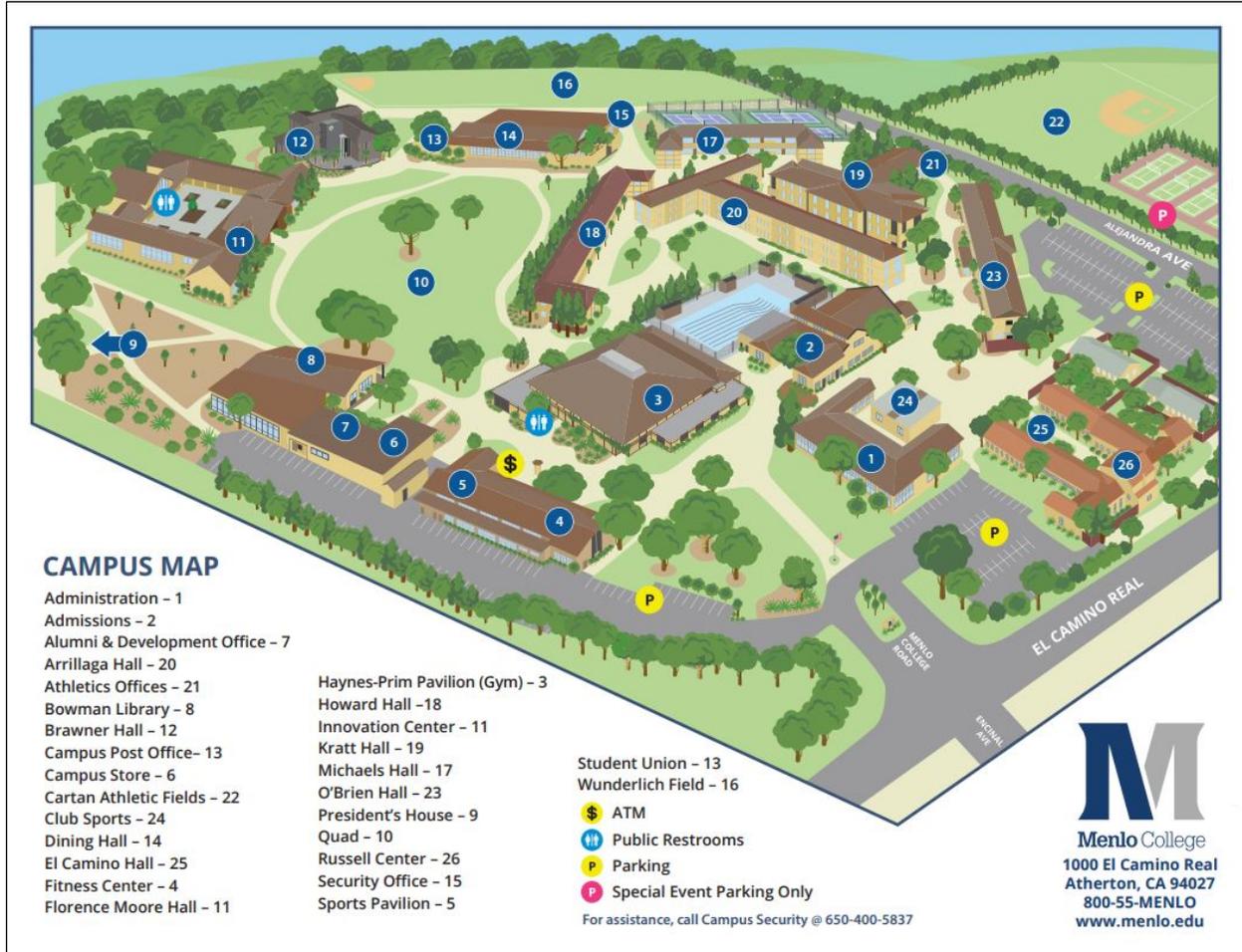
<b>EXISTING</b>	
	BUILT BEFORE 1945
	BUILT SINCE 1945

1. ADMINISTRATION	34. TRANSFORMER PAD
2. EL CAMINO HALL	35. SCOTT HALL
3. FACULTY APARTMENTS	36. PAINT SHOP
4. KEELER HALL	37. CARPENTER SHOP
5. RESERVED	38. PLUMBING & MACHINE SHOP
6. SCHOOL OF BUSINESS ADMINISTRATION	39. TRUCK & CAR PORTS
7. GARAGE	40. BUILDINGS & GROUNDS OFFICE
8. FACULTY APARTMENTS	41. ELECTRICAL SHOP & STORAGE
9. GARAGE	42. MATERIALS TESTING LAB
10. COLLEGE CLASSROOM BUILDING	43. PLAYGROUND
11. SMALL GYM & TEAM ROOM	44. GLASS SHOP
12. POOL FILTER PUMPS	45. FACULTY RESIDENCE
13. RESERVED	46. FACULTY RESIDENCE
14. TRANSFORMER VAULT	47. FACULTY RESIDENCE
15. POOL	48. FACULTY RESIDENCE
16. MAIN GYMNASIUM	49. FACULTY RESIDENCE
17. COLLEGE HALL	50. HIGH SCHOOL CLASSROOMS
18. RESERVED	51. HIGH SCHOOL CLASSROOMS
19. MICHAELS HALL	52. TRANSFORMER PAD
20. HOWARD HALL	53. MENLO HALL
21. RESIDENCE	54. LOWER SCHOOL CLASSROOM BUILDING
22. RESERVED	55. HIGH SCHOOL CLASSROOM BUILDING
23. LIBRARY BUILDING	56. SCIENCE & ENGINEERING BUILDING
24. PRESIDENT'S RESIDENCE	57. FACULTY RESIDENCE
25. PATTERSON HALL	58. FACULTY RESIDENCE
26. DONORLESS HALL	59. DINING HALLS
27. MEMORIAL PLATFORM	60. SCHOOL PHYSICAL EDUCATION BUILDING
28. HEADMASTER'S RESIDENCE	61. MAIN ENTRANCE
29. HEADMASTER'S GARAGE	62. RESERVED
30. STUDENT UNION	63. RESERVED
31. HEALTH CENTER	64. SCHOOL ENTRANCE
32. WATER TANK	65. to 69. RESERVED
33. RESERVED	70. ATHLETIC FIELD SERVICE BUILDING
	71. ATHLETIC FIELDS

<b>FUTURE</b>	
	PROPOSED CONSTRUCTION

A. ADMINISTRATION	K. HIGH SCHOOL PHYSICS
B. COLLEGE DORMITORY	L. COVERED PLAY AREA
C. GYMNASIUM	M. RESIDENCE
D. FINE ARTS	N. RESIDENCE
E. LANGUAGE	P. RESIDENCE
F. LIBERAL ARTS	R. GENERAL SHOP & ACTIVITIES CENTER
G. LECTURE HALL	S. PARKING
H. SCHOOL OF BUSINESS ADMINISTRATION	T. LIBRARY EXTENSIONS
J. HIGH SCHOOL BIOLOGY	

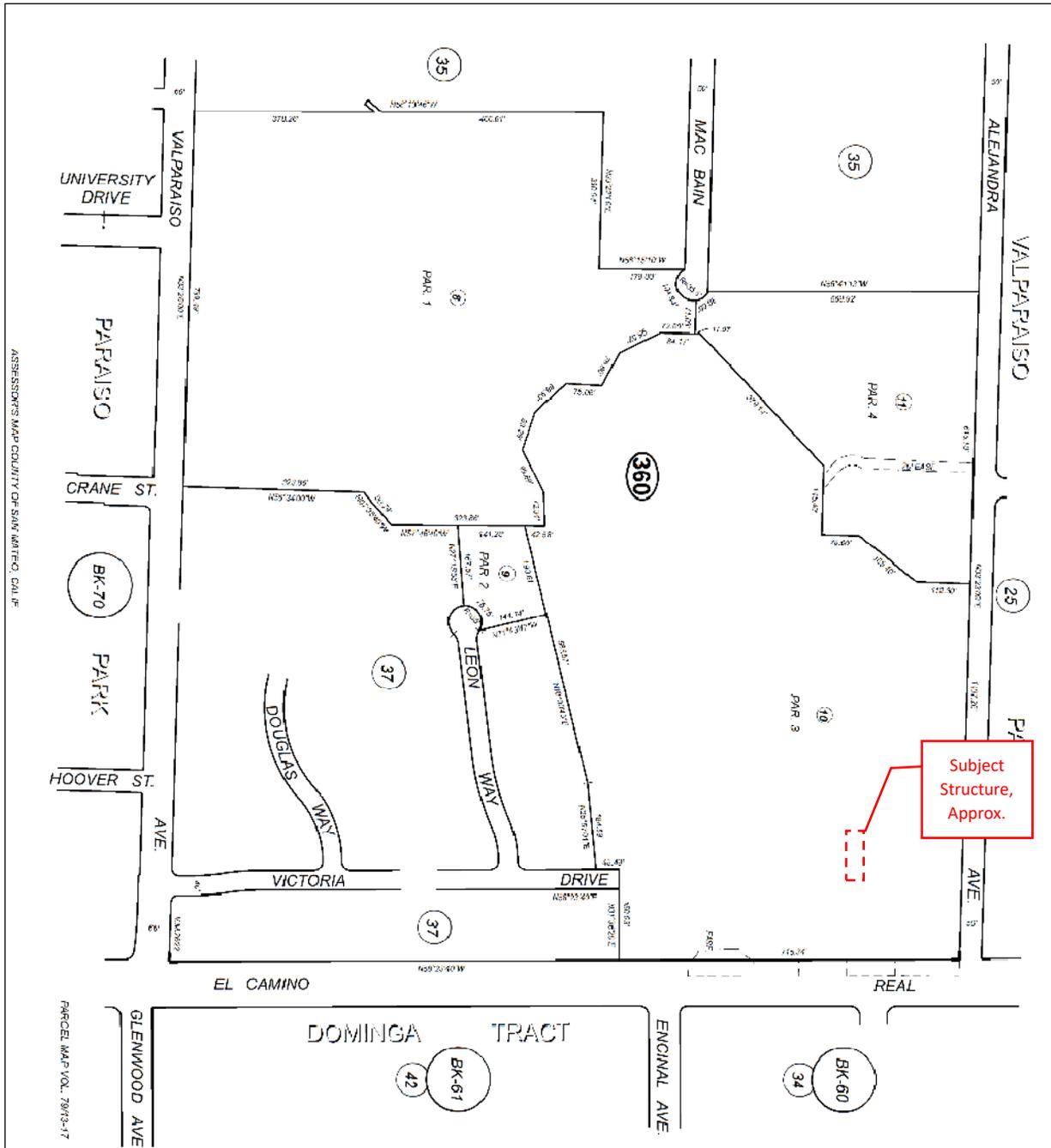
Menlo School / Menlo College Historic Campus Plan, c. 1950.



Menlo College Campus Map, 2023.

## APPENDIX 9.2

### Parcel Data



County of San Mateo Assessor's Map (1969).

## APPENDIX 9.3

### On-Site Photographic Documentation

December 5, 2023



Front Entrance - View facing East



Side- View facing Northeast



Side/Rear- View facing North



Rear - View facing North

## APPENDIX 9.4

### Archived Building & Planning Documents

Summary of Building Permits and Planning Projects Associated with the subject parcel, 1000 El Camino Real (APN: 070-360-100)

Building Permit Number	Project Type	Brief Scope Description	Status
BP23-000529	Mechanical	Install HVAC Unit	Issued 7/2023
BP23-000478	Commercial	Reroof of a 10,500 sq.ft. building	Finalized, 9/2023
BP23-00495	Commercial	Reroof of a 26,300 sq.ft. building	Issued, 9/2023
BP23-000279	Accessory Structure	Alterations to Tennis Courts	Finalized, 10/2023
BP22-00231	Plumbing	Step down Regulator at Kratt Hall	Expired 9/2022
BP22-00232	Plumbing	Step down Regulator at Michaels Hall	Expired 9/2022
APW21-000316	Public Works	Sewer Lateral Replacement	Issued, 11/2021
BP21-000107	Demolition	Demolition of Swimming Poola and Equipment structures	Finalized, 3/2021
BP20-000617	Commercial	Alterations to the Florence Moore Hall	Finalized, 3/2021
BP20-00532	Grading and Drainage	Grading and Drainage, Maintenance Agreement	Finalized, 5/2023
BP20-00334	Commercial	New 3 Story Dormitory Building	Finalized, 5/2023
BP19-00380	Commercial	New Flag Pole	Finalized, 1/2020
BP19-00164	Grading and Drainage	Replace existing pavement and install new pavers	Finalized, 1/2020
APW19-00083	Public Works	Trench and Place 45' conduit for AT&T	Finalized, 5/2019
TR19-00039	Tree Removal	1 Valley Oak to be removed and replaced	Finalized, 3/2019
BP19-00108	Other	Street Name Change request	Under Review, 2/2019
APW18-00411	Public Works	Atherton Fiber Ring on El Camino Real	Approved, 11/2018
APW18-00354	Landscaping Minor	Traffic Control for MCI Projects	Finalized, 6/2021

BP18-00562	Commercial	Install Canopies and Bleachers at Pool	Finalized, 2/2019
APW18-00005	Public Works	Atherton Fiber Backbone	Issued, 1/2018
TR17-00209	Heritage Tree Permit	5 Trees to be removed and replaced	Finalized, 3/2019
BP17-00534	Reroof	Reroof Florence Moore Hall	Finalized, 7/2018
BP17-00514	Commercial	Sign in front of School	Finalized, 7/2018
BP17-00366	Commercial	Accessible Auto parking and school bus parking	Finalized, 10/2017
BP17-00096	Commercial	Renovate Bathrooms and Locker Rooms	Finalized, 2/2018
BP17-00058	Demolition	Interior Demolition of Walls and Fixtures	Finalized, 6/2017
Planning Permit Number	Project Type	Description	Status
MPL22-00003	School Master Plan	Master Plan Update 2022	Received, 11/2022
MPL21-00003	School Master Plan	Master Plan Update 2021	Received, 11/2021
HTR21-00005	Heritage Tree Removal	HTR Subject to PC Approval	Approved, 7/2021
IRB21-00025	Initial Review	New Dormitory Building	Received, 2/2021
MPL20-00002	School Master Plan	Master Plan Update 2020	Received, 10/2020
CUP19-00002	Accessory Structure	Build a New 3 story residence hall	Received, 12/2019
ENV19-00002	Initial Review, Negative Declaration	Build a New 3 story residence hall	Received, 12/2019
MPL19-00003	School Master Plan	Master Plan Update 2019	Received, 6/2019
IRB19-00138	Initial Review	New Flag Pole	Received, 6/2019
IRB18-00211	Initial Review	Install Canopies and Bleachers at Pool	Received, 7/2018
MPL18-00003	School Master Plan	Master Plan Update 2018	Received, 7/2018
IRB17-00184	Initial Review	Installation of a Monument Sign	Received, 7/2017
IRB17-00148	Initial Review	New Parking Lot	Received, 6/2017
IRB17-00052	Initial Review	New Dugouts, Backstop and Netting	Received, 3/2017

APPENDIX 9.5

Peninsula Times and Redwood City Tribune Articles, Menlo College

Source: Newspaper.com

**MENLO SCHOOL'S JR. COLLEGE**  
**Foundations Are Being Laid Solidly for an Institution of Great Promise**

Because of the modesty with which the junior college department of the Menlo School for Boys has had its inception, the Palo Alto community is not fully aware that the foundations are being solidly laid there for another collegiate institution of unusual promise to take its ranking place alongside the older established temples of learning of this region. The recent reorganization of the school whereby it has been placed on a non-profit basis now makes it possible for all its revenues to be devoted exclusively to the advancement of its educational purpose. Incidentally this change of status suggests the thought that it would not be improbable if endowments were to be eventually volunteered for the greater stabilization of the financial resources of the school.

Those possibilities, however, suggest themselves as matters of the future. But at the present time it is the existent facts that are important. And they are important indeed, as indicative of an assured future for the junior college of the school. The institution is, in effect at least, a sort of protegee of Stanford University, in being assisted otherwise than financially by the university. Stanford educators are vitally interested in the Menlo School Junior College, and are giving it the aid of their counsel. That in itself is a privilege fraught with great advantage to the school. A site for the buildings of the college department has been set aside by the university, and already plans are being drawn for the first unit of structures while the pioneer class of the new institution is learning its college ABC's.

Most impressive as a strong indication of the faith of the school's executives in the future of the institution is the recent incident in which Lowry S. Howard, headmaster, declined the offer of a \$12,000-a-year position as city school superintendent in Pasadena in order to devote himself to the Menlo School to help it reach the ideals of the expansion program adopted under the school's new status. That the development of a school of superior character and wide renown will justify his sacrifice is the confident belief of Mr. Howard and his co-workers and board of directors, and will be the natural hope of this entire region.

The municipal incorporation movement in Menlo Park is advanced yet another step toward its goal as a result of the encouragement found in the attitude of the San Mateo county supervisors when the petitioner appeared before that body last Monday. There are still some difficulties to be overcome regarding the proposed boundary lines of the area to be affected. But these are merely temporary stumbling blocks, not unsurmountable obstacles. Both encouragement of the movement and practical sense in viewing the situation are found in the statement of Supervisor John W. Poole, in whose district the Menlo Park territory lies. Supervisor Poole stated: "The board of supervisors will not block any movement for incorporation. If the people want it, and have enough territory for a city, I'm for it. But we want to go about it in the right way, so that the validity of the incorporation cannot be attacked at some date in future."

October 12, 1927

**DAILY PALO ALTO TIMES, PALO ALTO**

**TEACHERS IN BIG NUMBER ARE EXPECTED TO ATTEND STANFORD DURING SUMMER**  
**University Makes Special Provision By Engaging Exceptional Faculty For School of Education**

In order to care for the extraordinarily heavy registration of teachers who take university courses in the summer quarter, the Stanford School of Education has secured 12 educators of note on the Pacific coast to supplement the regular faculty next summer. Seven members of the regular Stanford faculty, including Dean Edmund P. Cahoon, will be on duty.

An especially heavy registration of teachers is expected this summer on account of the ruling of the State Board of Education that this summer is the last in which experienced teachers may gain high school credentials for a single quarter's work of 15 hours hereafter all teachers, without regard to previous experience in grade teaching, will be required to take the full graduate course in a school of education in order to qualify for high school positions.

All the instructors who have been added to this summer's education faculty are experts in special fields in which they will offer courses.

Dr. Fred C. Ayer, who was acting professor of education at Stanford during the summer quarter in 1925 and is research professor of education at the University of Texas, will give "Organization and Supervision of Instruction" and "The Small City School System." The latter course is being given from a new point of view in administrative work for the course is usually more generalized.

The dean of women at Pomona College, Miss Jessie E. Gibson, will conduct a course on "Education and Vocational Guidance" and one on "Dean of Girls."

Professor Walter N. Nichols, principal of the Palo Alto Union High School and Junior College, who taught at Stanford during the summer of 1924, will repeat the course he gave then, "California School System."

The board hereby declares to be the district to be benefited to be assessed to pay the cost and expenses thereof, which said district is bounded and described as follows:

**BEGINNING** at the point of intersection of the most southerly line of Mayfield, City of Palo Alto and the northwesterly line of El Camino Real; thence northwesterly along said southerly line of Mayfield to the southwesterly line of the Southern Pacific Railroad right-of-way; thence northwesterly along said southwesterly line of the Southern Pacific Railroad right-of-way intersecting with the northwesterly line of Mayfield, City of Palo Alto; said line being also the southwesterly line of Southgate, City of Palo Alto; thence southwesterly along said line to the southwesterly line of El Camino Real; thence southwesterly along said southwesterly line of El Camino Real to the northwesterly line of Stanford Avenue; thence northwesterly along said northwesterly line of Stanford Avenue to its intersection with the true prolongation in a northwesterly direction of the most southerly line of Mayfield, City of Palo Alto; thence northwesterly along said line and its prolongation 1884 feet to a point; thence northwesterly along a line 32 feet from and parallel to the southwesterly line of California Avenue 125 feet to the southwesterly line of Amberst Street; thence northwesterly along said southwesterly line of Amberst Street 22 feet to the southwesterly line of California Avenue; thence northwesterly along said southwesterly line of California Avenue to the southwesterly line of El Camino Real; thence southwesterly along said southwesterly line of El Camino Real to the City Limits line at Matadero Creek; thence northwesterly along said City Limits line to the northwesterly line of El Camino Real; thence southwesterly along said northwesterly line of El Camino Real to the point of beginning.

For a further description reference is hereby made to a map on file in the office of the City Engineer showing the exterior boundaries of the district to be benefited, the property within which is to be assessed to pay the cost of the several improvements. Excepting, however, from the above described area, the area of all public streets, avenues, highways, courts and places therein contained.

All of the said work on said streets to be done in accordance with the plans and specifications on file in the office of the City Engineer, and the plans and specifications on file in the office of the City Clerk for the construction of storm water sewers, said plans and specifications having been adopted by the Board of Public Works at its meeting held on the 15th day of December, 1927, and by the Council on the 19th day of December, 1927, and hereby referred to for the plans and specifications for this work, and the same are hereby declared to be so referred to and for a further and more particular description of said work. Said work shall be done with one of two kinds of pipe material as stated in the specifications for alternative plans and specifications provided for by section 1914 of the "Improvement Act" of 1911 as amended.

All of the herein provided work shall be done in pursuance of an Act of Legislature of the State of California, designated, "Improvement Act" of 1911, approved April 7, 1911, and amendments thereto.

All proposals of bids for said work, same either concrete, concrete sewer pipe, or vitrified, salt-glazed sewer pipe, as provided by Section 1914 of the Street Improvement Act of 1911 for alternative bids, shall be accompanied by a check, payable to the City of Palo Alto, certified by a responsible bank, for an amount which shall not be less than ten per cent of the aggregate of the proposals, or by a bond for said amount and two sureties, who shall justify before any officer competent to administer oaths, in double said amount, over and above all statutory exceptions.

Said proposals or bids shall be delivered to the Clerk of said City on or before 1:30 P. M. on Tuesday, the 14th day of February, 1928, said time being not less than ten days from the time of the first public reading and posting of these notices, on which date and hour all proposals or bids received will be publicly opened and declared by said City Council.

**E. L. PEARLY,**  
 Clerk of the City of Palo Alto.  
 Dated January 21, 1928. Pubs. 1-2, 1928.

February 2, 1928  
 (Top)

**IT STARTS**  
**Clean**  
**WALL**  
**Kyan**

◆ **THE WALL**  
 Some lots of wallpaper as low as.....  
 Wallpaper to completely a room, priced as low as.....  
 Other lines of high will be sold from 60c

◆ **KYANIZE ENAMELS**  
**Celoid Finish**  
 This enamel is exc

**Home**

**PALO ALTO**

February 2, 1928  
 (Bottom)

## MENLO SCHOOL TO SPEND \$45,000 IN IMPROVEMENTS

To Build Dormitory For Junior College, Swimming Pool, Athletic Fields

Improvements, providing for expenditure of approximately \$45,000, are in progress at the Menlo School on the state highway. Cement was poured today for the new \$10,000 outdoor swimming pool which is under construction on the southwest side of the present gymnasium. Two large oak trees will protect the pool from the sun. An elaborate circulating system has been installed to keep the water in the pool fresh and sanitary.

Work has been started on the \$30,000 dormitory which is being built to house 30 freshman boys of the Menlo School Junior College next fall. It will be located on the west side of the orchard near the main entrance of the school. Two classrooms and a science laboratory will be added on the lower floor of the dormitory.

The dining rooms and kitchen will be remodeled, and an electric refrigerating system and other modern equipment will be installed at a cost of about \$5,000.

A new football field and turf, a track and two baseball diamonds will also be completed in time for the fall term.

April 28, 1928

CALIF., FRIDAY, JANUAR

## FRANKLIN E. PERHAM JOINS FACULTY OF MENLO JR. COLLEGE

Appointment of Franklin E. Perham of 335 Melville avenue, Palo Alto, as instructor in English in the Menlo Junior College was announced at Menlo School today.

Mr. Perham has been for many years head of the English department in Polytechnic High School in San Francisco and instructor in English in the College of Dentistry at the University of California. He has also been recently appointed as editor of the State Teachers' Journal with editorial offices in the Pacific Building in San Francisco.

January 6, 1928

## What will Your Boy do this Summer?



HE should make educational progress. He should also make the summer count for the maximum in wholesome recreation. The Menlo School Summer Session can accomplish these purposes.

Instruction is offered in English, Mathematics, Language, Science, History, and Physical Education.

Swimming, hiking, camping, boating, horseback riding, tennis, baseball, gymnasium exercises and games, trips to points of interest, and shop work are some of the recreational features under the leadership of experienced men.

Provisions for boarding and day students. Exceptional department for young boys in which the major emphasis is placed upon scouting and allied activities.

Special provisions for day students residing in the vicinity of Menlo School are being made. Inquire about transportation facilities and our moderate summer rates.

Two Sessions are Conducted:

A Six Weeks' Session for intensive coaching in selected subjects.

A Nine Weeks' Session for obtaining high school credit.

Both Sessions begin June 18.

Catalogue of Menlo School and Bulletin of Menlo Junior College will be sent on request.

## MENLO SCHOOL Summer Session

LOWRY S. HOWARD, M. A. (Stanford) Headmaster  
 PHILIP D-B. PERHAM, M. A. (Stanford) Registrar  
 ROY J. PRYOR, M. A. (Stanford) Director of Summer Session

Menlo Park, California. Phone Menlo 1674

May 12, 1928

## APPENDIX 9.6

### Department of Parks and Recreation (DPR) 523 Forms

*Provided on the following page.  
Rest of this page left black intentionally.*

**State of California**  **The Resources Agency**  
**DEPARTMENT OF PARKS AND RECREATION**  
**PRIMARY RECORD**

Primary #  
HRI #  
Trinomial  
**NRHP Status Code**

Other Listings  
Review Code

Reviewer

Date

Page 1 of 2 \*Resource Name or #: Faculty Housing Apartment 8B, Menlo College, 1000 El Camino Real

P1. Other Identifier: \_\_\_\_\_

\*P2. Location: Not for Publication Unrestricted

- \*a. County San Mateo County and (P2c, P2e, and P2b or P2d. Attach a Location Map as necessary.)
- \*b. USGS 7.5' Quad \_\_\_\_\_ Date \_\_\_\_\_ T \_\_\_\_\_; R \_\_\_\_\_; of \_\_\_\_\_ of Sec \_\_\_\_\_; B.M. \_\_\_\_\_
- c. Address 1000 El Camino Real City Atherton Zip 94027
- d. UTM: (Give more than one for large and/or linear resources) Zone \_\_\_\_\_, \_\_\_\_\_ mE/ \_\_\_\_\_ mN
- e. Other Locational Data: Assessor's Parcel Number (APN) 070-360-100

\*P3a. Description: (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries)

**Brief Description:** The Faculty Housing Apartment 8B (subject structure) is located at the north side of the Menlo College campus (1000 El Camino Real, Atherton 94027), at the southeast intersection of El Camino Real (Highway 82) and Alejandra Avenue. The subject structure is in between the O'Brien Parking Lot and the Russel Center. The subject structure is a single-story apartment building for faculty housing, containing 4 apartment units, with an approximate total of 2,400 square foot. The subject structure was originally designed in a Contemporary architectural style, common from 1945 to 1990. The structure is a single-story, multi-dwelling apartment, with a building footprint at approximately 80 feet by 30 feet (approximately 2,400 square feet). Aerial and USGS maps have recorded the structure's footprint has retained its original dimensions and rectangular form. On-site observations determined the structure contains painted wood-frame and concrete block walls, a shingle roof, and a combination of fixed, casement, and horizontal sliding windows. The roof contains chimneys, vents, and gutters. The structure supports 4 apartments, each with their own variety of windows and exterior doors and fenced outdoor area. For additional content to the subject structure, refer to Faculty Housing Apartment 8B, Menlo College, Historic Resource Evaluation, dated March 11, 2024.

P5a. Photograph



\*P3b. Resource Attributes:  
HP3. Multiple family property

\*P4. Resources Present:  Building  
 Structure  Object  Site  District  
 Element of District  Other  
(Isolates, etc.)

P5b. Description of Photo: (view, date, accession #) View of Side/Rear Façade, facing North, December 5, 2023.

\*P6. Date Constructed/Age and Source: Historic Prehistoric Both  
Ca. 1950.

\*P7. Owner and Address:  
Menlo College, 1000 El Camino Real, Atherton, CA 94027

\*P8. Recorded by: (Name, affiliation, and address)  
M-Group, 1475 S. Bascom Avenue, Suite 210 Campbell, CA 95008

\*P10. Survey Type: Intensive

\*P11. Report Citation: (Cite survey report and other sources, or enter "none.")  
Refer to Faculty Housing Apartment 8B, Menlo College, Historic Resource Evaluation, dated March 11, 2024.

\*Attachments: NONE Location Map Continuation Sheet  Building, Structure, and Object Record  
Archaeological Record District Record Linear Feature Record Milling Station Record Rock Art Record  
Artifact Record Photograph Record

Other: Faculty Housing Apartment 8B, Menlo College, Historic Resource Evaluation, dated March 11, 2024.

# BUILDING, STRUCTURE, AND OBJECT RECORD

\*Resource Name or # Faculty Housing Apartment 8B, Menlo College, 1000 El Camino Real \*NRHP Status Code \_\_\_\_\_  
Page 2 of 2

- B1. Historic Name: \_\_\_\_\_  
B2. Common Name: Faculty Housing Apartment 8B, Menlo College, 1000 El Camino Real  
B3. Original Use: Unknown B4. Present Use: Faculty Housing Apartments  
\*B5. Architectural Style: Contemporary  
\*B6. Construction History: (Construction date, alterations, and date of alterations)

**Construction Brief History:** Historic campus maps of Menlo School indicate that the subject structure has been built since 1950. Historical aerial photographs were sourced and confirm that the subject building was constructed on the Menlo College campus on or prior to 1955. No documents readily available identify the construction date of the subject structure. It is identified with a contemporary architectural style and its exterior materials of wood, composite roof, and concrete blocks support a construction date from the 1920s to 1950s. Furthermore, historical information regarding the origins of the subject structure, whether construction on site or relocation, could not be confirmed due to documentation readily available or to insufficient records. Earliest available records confirm the building's primary use has been faculty apartments. The subject structure is not listed on a national, state, or local historic resource register.

\*B7. Moved?  No  Yes  Unknown Date: \_\_\_\_\_ Original Location: \_\_\_\_\_

\*B8. Related Features:

B9a. Architect: Unknown b. Builder: Unknown

\*B10. Significance: Theme N/A Area \_\_\_\_\_  
Period of Significance N/A Property Type N/A Applicable Criteria N/A

**Menlo College Brief History:** The 40-acre property that is now Menlo College were estate lands owned by several notable local residents, including Faxon Dean, Dominga Atherton, and George and Ellen Fife. A boys military academy called the "William Warren School," after its founder and first headmaster William Warren, was established in 1915 on 12 acres of the Fife estate located on Alejandra Avenue. The schoolhouse was built on a two-story frame, and educated boys aged 8 through 18 in strict West-Point style military tradition. The school began to falter following declining admission after the First World War, and was closed and sold in 1924.<sup>1</sup> The school was purchased by Clifford Dennis who formed a new board of trustees and established the Menlo School for Boys, later identified as the Menlo School. A two-year college was established in 1927 as an integral part of the school, and the institution changed its name to Menlo School and Junior College. By 1949, the name was officially changed to Menlo School and Menlo College.<sup>2</sup>

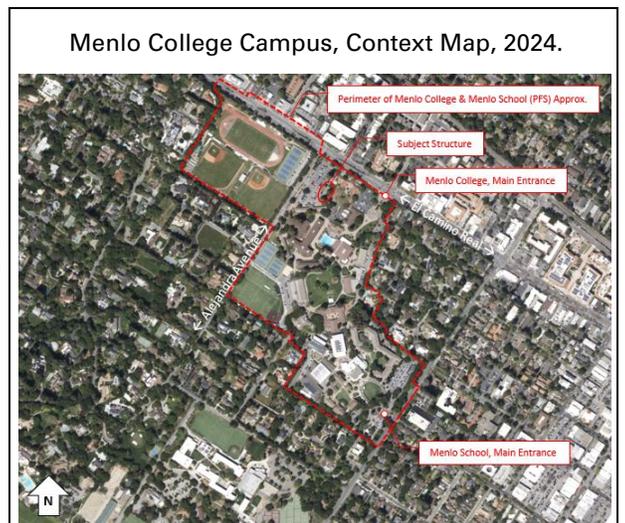
B11. Additional Resource Attributes: N/A

\*B12. References: For additional content to the subject structure, refer to Faculty Housing Apartment 8B, Menlo College, Historic Resource Evaluation, dated March 11, 2024.

B13. Remarks: N/A

\*B14. Evaluator: M-Group  
\*Date of Evaluation: March 11, 2024

(This space reserved for official comments.)



<sup>1</sup> Guillard, Pamela and Lund, Nancy. *Under the Oaks - Two Hundred Years in Atherton*. San Francisco, CA; Scottwall Associates, 2009.

<sup>2</sup> Menlo College. <https://www.menlo.edu>

## APPENDIX 9.7

### **Preparer's Qualifications**

*Provided on the following page.  
Rest of this page left black intentionally.*



# ISABEL CASTELLANO

## HISTORIC PRESERVATION SPECIALIST



### EXPERIENCE

#### M-Group

Historic Preservation Specialist  
Sep 2021 – Present  
Santa Rosa, Calif.

#### PMM Consultant Engineers

Historic Preservation Planner  
Consultant  
Mar 2020 – Sep 2021  
Miami, Fla.

#### PPIY Architects +

Part II Architectural Assistant  
Dec 2018 – Nov 2019  
York, U.K.

#### ODP Architects

Designer  
Jun 2014 – Dec 2017  
Hollywood Beach, Fla.

### EDUCATION

#### Master of Arts – Conservation Studies of Historic Buildings

University of York  
York, England, U.K.

#### Bachelor of Architecture

Cum Laude + Dean's List  
Syracuse University  
Syracuse, N.Y.

### LANGUAGES

English  
Spanish

*Isabel Castellano is an experienced Historic Preservation Planner and Architectural Designer. She has practiced complex work within the American and British industries of architecture, interior design, conservation, archaeology, and urban city planning. She values holistic and technical development of architectural design and urban planning and displays a professional passion for design and development of physical, social, and economic aspects of a city and its neighborhoods. Her formal education includes Architecture, Environment, Geography, and Historic Preservation. She is an active and dedicated professional who excels with assertive and inclusive communication, strategic research methodologies, and descriptive writing practices. Isabel is bi-lingual — fluent in English and Spanish.*

### AREAS OF EXPERTISE

**Historic Preservation  
Architectural Design & Review  
Board & Committee Administration**

**Historic Resource Evaluation & Peer Review  
Section 106 Compliance  
Research, Analysis & Technical Writing**

### PROFESSIONAL EXPERIENCE

#### **HISTORIC PRESERVATION SPECIALIST** | *M-GROUP, SANTA ROSA, CALIF.*

Providing historic preservation services for cities and counties within the Bay Area, services include Historic Resource Evaluations (HREs), Peer Reviews, Section 106 Compliance, eligible historic resource consultation, and building/planning permit reviews for historic listed properties. Managing planning applications with the City of Petaluma's Community Development Department and for Historic Site & Architectural Plan Reviews. Supporting and assisting the city's Historic and Cultural Preservation Committee.

#### **HISTORIC PRESERVATION PLANNER CONSULTANT** | *PMM CONSULTANT ENGINEERS, MIAMI, FLA.*

Reviewed architectural drawings and specifications, conducted site visits, reported survey findings, assessed Archaeology Shovel Test Reports, issued Standard Certificates of Appropriateness and Certificates to Dig, provided technical guidance for property owners and assistance to the administration of the Historic and Environmental Preservation Board (HEPB). Coordinated and directed meetings virtually with range applicants including property owners, architects, contractors, developers, and permit runners. Reviewed and evaluated existing zoning provisions and Historic Design Guidelines to provide recommendations of design guidelines and efficient processes to address City needs. Staff Analysis and Designation Reports with archival work were produced monthly for HEPB applications. Tracked permits and projects in Special Districts and Scenic Transportation Corridors (STP) using various City platforms and interfaces. Simultaneously oversaw four unique Historic Districts in Miami: Buena Vista East, Lummus Park, Palm Grove and Riverview.

#### **PART II ARCHITECTURAL ASSISTANT** | *PPIY ARCHITECTS +, YORK, U.K.*

Responsible for ensuring project delivery including communication and documentation between clients, consultants, and contractors. Conducted site surveys and historical research. Provided daily development and management between 2D drawings



# ISABEL CASTELLANO

## HISTORIC PRESERVATION SPECIALIST

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### PROFESSIONAL AFFILIATIONS

World Heritage USA / ICOMOS,  
International Member 2023-Present

Association for Preservation  
Technology International (APT),  
Member 2020-Present

California Preservation Foundation  
(CPF), Member 2021-Present

California Association of  
Environmental Professionals (AEP),  
Member 2021-Present

American Institute for Conservation  
(AIC), Member 2021-2022

National Trust for Historic  
Preservation, Individual Member  
2018-2022

Institute for Historic Building  
Conservation (IHBC), Student Affiliate  
Member 2019

American Institute of Architecture  
Miami Chapter, Associate Member  
2016-2017

(schematics/ proposals/ construction documents) and 3D visualizations (diagrams/renderings), selection of finishes and FFE, and cost analysis reports. Submitted City planning and building regulation applications. Created and coordinated client presentations. Reviewed and provided recommendations to current and prospective clients on proposed landscape, architectural and urban design plans for City permits. Selected projects include: Wakefield Hospice entrance renovation proposal, Medieval Fenton Church Clock Tower survey and louver replication, Victorian residential grant-aided disabled extension, Mid-century Quaker Meeting House feasibility study, and Derwent Valley Light Railway Engine Shed Teaching Facility design proposal.

### DESIGNER | *O'DONNELL DANNWOLF AND PARTNERS, ARCHITECTS INC., HOLLYWOOD BEACH, FLA.*

Provided review and directed consultants' drawings towards architectural design intent. Produced client presentations and communicated design proposals into construction documents. Conducted field surveys and inspections. Assisted in the supervision and project management of a small group of professionals. Collaborated, designed and developed multi-million-dollar residences and luxury residential apartments in Florida & Bahamas through set submissions, RFIs and 3D (digital/physical) models. Created maps, graphics, displays, and massing studies to gather and correlate preliminary data and plans. Designer tasks included project design, creation of renderings, presentations, graphic displays, and mood board layouts. Participated in the production of CD sets for One Thousand Museum, Zaha Hadid Architects & Paramount Miami World Center.

### RECOGNITIONS

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York Conservation Archaeology Alumni Dissertation Research Grant  
Canary Islands, Spain 2019

SU Travel Abroad Grant  
Florence, Italy 2014



# SEAN MANALO

## ASSOCIATE PLANNER



### EXPERIENCE

#### M-Group

Associate Planner  
May 2022 – Present

#### City of Modesto

Assistant Planner  
Jun 2021 – May 2022  
Modesto, Calif.

#### California State Senate

Senior District Representative  
Dec 2014 – Jun 2021  
Fremont, Calif.

#### Political Consulting

Principal  
Jun 2014 – Nov 2020  
Fremont, Calif.

#### California State Assembly

Field Representative  
Jul 2012 – Dec 2014  
Fremont, Calif.

### EDUCATION

#### Master of Urban Planning

University of Southern California  
Los Angeles, Calif.

#### Bachelor of Arts – International Studies

Magna cum Laude  
University of Denver  
Denver, Colo.

#### Study Abroad/Cherrington Global Scholar

Beijing Foreign Studies University  
Beijing, People's Republic of China

*Sean Manalo is an energetic planner with a strong dedication to the betterment of communities. He is detail-focused with proven project management success. Sean values inclusion and thrives in collaborative environments where his creativity and problem-solving skills shine. He is particularly experienced in development review and community engagement and seeks opportunities to have a positive impact on the communities he serves.*

### AREAS OF EXPERTISE

**Project Management**  
**Zoning Review & Compliance**  
**Community Engagement**  
**Planning Commission Clerk**

**Policy Planning**  
**Development Review**  
**Historic Preservation**

### PROFESSIONAL EXPERIENCE

#### ASSOCIATE PLANNER (CURRENT PLANNING) | M-GROUP/ATHERTON, CALIF.

Process planning permit and entitlement applications, review and analyze land use impacts and compliance with local and state regulations and city policies. Prepare staff reports for Planning Commission, coordinate with other City reviewers, and conduct site inspections. Communicate with applicants, consultants, city staff and the public. Clerk for Planning Commission meetings and manage Zoom capabilities for public workshops. Assists with mapping inquiries and analysis for Town's housing policy programs.

#### ASSOCIATE PLANNER (HISTORIC PRESERVATION) | M-GROUP/REDWOOD CITY, CALIF.

Provide support for historic preservation services for Historic Resource Evaluations (HREs) and peer review. Conduct site visits and perform research analysis for Historic Site & Architectural Plan Reviews. Assists in the review and writing of evaluations and reports as required by CEQA.

#### ASSOCIATE PLANNER (ADVANCED PLANNING) | M-GROUP/SANTA CLARA COUNTY, CALIF.

Consulted for the Stanford University Community Plan Update project. Managed day-to-day and long-term project tasks. Coordinated project schedule and community outreach strategy. Communicated with County planners, attorneys, executives, and subconsultants. Prepared Planning Commission and Board of Supervisors staff reports, notices, and presentations. Researched, drafted, reviewed, and edited Community Plan goals, policies, programs, and background information.

Supported project management efforts of the Sargent Quarry Project, including communications with the project applicant, meeting coordination, and project schedule. Communicated with County planners, attorneys, executives, and subconsultants. Assisted in the EIR public comment process by organizing project inquiries and public comments. Reviewed project plans, EIR project description, reclamation plans, and chapters to draft reports, presentations, and notices.



# SEAN MANALO

## ASSOCIATE PLANNER

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### PROFESSIONAL AFFILIATIONS

American Planning Association

Congress for the New Urbanism  
(CNU) - California Chapter

### ASSOCIATE PLANNER (CURRENT PLANNING) | *M-GROUP/CITIES OF PALO ALTO AND MILPITAS, CALIF.*

Processed planning applications for review and analyzed land use impacts and compliance with local and state regulations and city policies. Coordinated permitting for residential and commercial construction and accessory dwelling units. Communicated with applicants, consultants, city staff and the public.

Conducted research and analyzed collected data. Prepared technical and administrative reports. Resolved constituent inquiries and provided direct counter services and information to the public.

### ASSISTANT PLANNER | *CITY OF MODESTO, CALIF.*

Served as expert staff for Advanced and Daily Planning related activities. Reviewed development proposals and applications for adherence to municipal code regulations and state policies. Prepared technical staff reports and presented information as expert staff to City Council, Planning Commission, and Board of Zoning Adjustment. Collected, recorded, and summarized statistical and demographic information; integrated planning data into other City database systems such as ARC GIS. Prepared and reviewed plans for the subdivision and development of land such as neighborhood zoning and development; advised developers in the design of proposed subdivisions and plot plans; processed plans as required by subdivision and zoning regulations policies. Processed applications for zoning changes, variances, and use permits; provided information to the public on possible uses of land, physical design constraints, and other use limitations.

### SENIOR DISTRICT REPRESENTATIVE | *CALIFORNIA STATE LEGISLATURE, FREMONT, CALIF.*

Conducted policy research, prepared memos and summary reports on legislation, and testified to City Councils and Legislative Bodies on Senator's behalf. Assumed role as Public Communications Representative and Policy Liaison on Health, Education, the Environment and Business and Technology. Forged and fostered relationships with community organizations, business groups, elected officials, community leaders, and government agencies. Developed and executed outreach/communications strategies and initiatives to reach a diverse audience and promote Senator's message related to legislative priorities. Tracked and stayed current on local, state, and federal laws, regulations, and policies.

### PRINCIPAL | *POLITICAL CONSULTING*

Led team in all aspects of candidate campaigns, including strategy, fundraising, and daily operations. Conducted public relations activities and served as a spokesperson with journalists regarding campaign events. Conducted research and drafted legislative amendments. Managed and executed projects and work activities, ensuring optimal use of resources. Identified and secured opportunities for new partnerships within community organizations and political groups. Authored website and social media content. Designed collateral materials for the public using multimedia and graphic arts.



# LAYLONNI LASTER

## ASSISTANT PLANNER



### EXPERIENCE

#### M-Group

Assistant Planner  
Apr 2023 - Present

#### Swale Inc.

Planning Technician  
May 2022 – Apr 2023  
Grass Valley, Calif.

#### San Simeon WWTP Environmental Constraints Project

Contributor  
Sep 2022 – Dec 2022

#### Swale Inc.

GIS & Land-Use Planning Intern  
Jun 2021 – Jul 2021  
Grass Valley, Calif.

#### California Polytechnic State University Base-map Project

Contributor  
Apr 2021 – Jun 2021  
San Luis Obispo, Calif.

### EDUCATION

#### Bachelor of Science – Environmental Management & Protection

Minor – City & Regional Planning  
California Polytechnic State University  
San Luis Obispo, Calif

### LANGUAGES

English  
Spanish

*Laylonni Laster is an emerging planner with knowledge of sustainable urban development, land use law, and climate action planning. She has experience in technical writing, specifically city and special district Municipal Service Reports, research and analysis, and GIS applications. She has a particular interest in environmental issues and is motivated to find sustainable solutions to current planning problems. Laylonni is bilingual (English/Spanish) and skilled in public speaking and written communication.*

### AREAS OF EXPERTISE

**Climate Action Planning**  
**Sustainable Urban Development**  
**Environmental Review**  
**CEQA**

**Land Use Planning**  
**Community Engagement**  
**Research & Analysis**  
**GIS Mapping**

### EXPERIENCE

#### ASSISTANT PLANNER | M-GROUP

Contributor to the Town of Atherton Housing Element providing analysis of the environmental setting for the Initial Study/Mitigated Negative Declaration. Produce study session presentation for the Menlo Park Environmental Justice and Safety Elements. Analyze city General Plan objectives that correspond to CEQA environmental issue areas. Prepare Notice of Preparation for Environmental Impact Reports. Analyze project compliance with SB 330 and city municipal code. Author staff reports for project applications. Create GIS maps for environmental review documents.

#### PLANNING TECHNICIAN | SWALE INC., GRASS VALLEY, CALIF.

Completed technical writing for city and special district Municipal Service Reports. Researched data for and created GIS maps that portrayed district service areas, city boundaries, sphere of influence, and wildfire severity zones. Conducted population analysis to project population growth in city boundaries. Analyzed Master Plans, General Plans, and other long range planning documents.

#### CONTRIBUTOR | ENVIRONMENTAL CONSTRAINTS PROJECT, SAN SIMEON WASTEWATER TREATMENT PLANT, CALIF.

Analyzed CEQA environmental issue areas that may be impacted. Wrote a technical analysis paper on potential constraints on the development of a new wastewater treatment plant. Analyzed potential permits necessary for the project implementation. Made project recommendations to the client to reduce potential environmental impacts related to water resources. Created maps to show the spatial connection between the project site and natural resources.

#### GIS & LAND-USE PLANNING INTERN | SWALE INC., GRASS VALLEY CALIF.

Completed a bibliography for sources that will be included in a municipal service report. Assessed Lake Oroville Area Public Utility District's governance and accountability. Created ArcGIS maps for a district's boundary and Sphere of Influence. Prepared a presentation of the Lake Oroville Area Public Utility District findings and maps.