



**MENLO CIRCUS CLUB**

190 Park Lane ■ Atherton, CA 94027-4194  
Tel: 650-322-4616 ■ Fax: 650-322-1950  
[www.menlocircusclub.com](http://www.menlocircusclub.com)

March 10, 2023

Mr. Lance Conn  
175 Isabella  
Atherton, CA 94027

Subject: Menlo Circus Club  
Fitness Building Locker Room Renovation

Dear Homeowner,

The Menlo Circus Club is seeking to complete a remodel of the existing men's and women's locker room facilities adjacent to your property.

Originally constructed in 1976, the club's fitness facilities underwent their first major renovation in 2014 with the expansion of the gym and addition of a group fitness room. This project also included the addition of a children's locker room building adjacent to the adult fitness facilities.

The Menlo Circus Club is now preparing for a remodel of the existing men's and women's locker room, which is to include a building addition of roughly 363 square feet due to accessibility concerns. The proposed new locker room layout will address accessibility upgrades to the locker rooms, spa, and related amenities. The building addition will match existing conditions including finishes, heights, and setback requirements. Due to the minimal nature of the building addition, adjacent storage building, and tree screening we believe there will be no negative impacts to your property because of the planned renovation.

Please confirm as a neighbor with property close to or adjacent to the Menlo Circus Club you agree and endorse the proposed modifications. By executing and returning this letter you accept our proposed modifications.

Thank you,  
Dirk Zander, CCM  
General Manager, Menlo Circus Club

A handwritten signature in black ink, appearing to read "Lance Conn", is written over a horizontal line.

Lance Conn  
175 Isabella  
Atherton, CA 94027