



## PLANNING COMMISSION ACTIONS

Regular Meeting  
March 24, 2014 at 7:00 p.m.  
City Council Chambers  
701 Laurel Street, Menlo Park, CA 94025

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**CALL TO ORDER** – 7:06 p.m.

**ROLL CALL** – Bressler, Eiref (Vice Chair), Ferrick, Kadvany (Chair - [absent](#)), Onken ([absent](#)), Riggs, Strehl

**INTRODUCTION OF STAFF** – David Hogan, Contract Planner; Justin Murphy, Development Services Manager; ~~Kyle Perata, Associate Planner~~; Thomas Rogers, Senior Planner; Corinna Sandmeier, Contract Planner; Elizabeth Schuller, Assistant Planner

### A. REPORTS AND ANNOUNCEMENTS

Under “Reports and Announcements,” staff and Commission members may communicate general information of interest regarding matters within the jurisdiction of the Commission. No Commission discussion or action can occur on any of the presented items.

#### A1. Update on Pending Planning Items

- a. 389 El Camino Real – BMR Amendment – City Council – March 18, 2014
- b. Housing Element – City Council – April 1, 2014
- c. SRI – Burgess Drive Reserved ROW Abandonment - City Council Study Session - April 1, 2014

### B. PUBLIC COMMENTS - [none](#)

Under “Public Comments,” the public may address the Commission on any subject not listed on the agenda within the jurisdiction of the Commission and items listed under Consent. When you do so, please state your name and city or political jurisdiction in which you live for the record. The Commission cannot respond to non-agendized items other than to receive testimony and/or provide general information.

### C. CONSENT

Items on the consent calendar are considered routine in nature, require no further discussion by the Planning Commission, and may be acted on in one motion unless a member of the Planning Commission or staff requests a separate discussion on an item.

#### C1. [Approval of minutes from the February 24, 2014 Planning Commission meeting](#)

**COMMISSION ACTION:** M/S Ferrick/Strehl to approve the minutes as submitted; 4-0, with Commissioner Riggs abstaining and Commissioners Kadvany and Onken absent.

### D. REGULAR BUSINESS #1

- D1. [Architectural Control and Use Permit/Houston Striggow/642 Santa Cruz Avenue](#): Request for architectural control for exterior modifications to apply an opaque film to a portion of the left side façade (along the breezeway) of an existing bakery in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. ~~The application also includes a request for a use permit for outside seating along Santa Cruz Avenue.~~ The project was previously reviewed and continued by the

Planning Commission at its meeting of July 22, 2013. The revised proposal was initially scheduled for the meeting of February 24, 2014, but continued to March 24 at the request of the applicant.

**COMMISSION ACTION:** M/S Riggs/Strehl to approve the item with the following modifications; 5-0, with Commissioners Kadvany and Onken absent:

**Add condition 4a:** Simultaneous with the submittal of a complete building permit application, the applicant shall revise the plans to include screening for the computer/IT equipment in the office, subject to review and approval of the Planning Division. The screening shall remain in place at all times, except during limited periods necessary to access the equipment.

**Add condition 4b:** Simultaneous with the submittal of a complete building permit application, the applicant shall revise the plans to specify an improved aesthetic treatment for the small open well adjacent to 640 Santa Cruz Avenue, subject to review and approval of the Planning Division.

**Add condition 4c:** Simultaneous with the submittal of a complete building permit application, the applicant shall revise the plans to include horizontal stripes on the full office windows, to match the other windows on this facade, subject to review and approval of the Planning Division. This condition shall not be required if it would result in non-compliance with Specific Plan Standard E.3.5.16.

## E. PUBLIC HEARING

- E1. Use Permit Revision/Henry L. Riggs/903 Peggy Lane:** Request for a revision to a previously approved use permit, originally granted in May 2007 to construct a single-story addition and conduct interior modifications to a single-story, single-family residence. The current proposal includes the addition of a second floor and a remodel of the first floor, and would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The proposed remodeling and expansion would also exceed 50 percent of the existing floor area, and is considered equivalent to a new structure. The subject parcel is located in the R-1-U (Single-Family Urban) zoning district.

**COMMISSION ACTION:** M/S Strehl/Eiref to approve the item as recommended in the staff report; 3-1, with Commissioner Ferrick in opposition, Commissioner Riggs recused, and Commissioners Kadvany and Onken absent.

- E2. Use Permit/Ryan Cockrell/1550 El Camino Real:** Request for a use permit for a new wireless telecommunications facility and an associated equipment enclosure mounted on top of an existing two-story commercial building. The twelve proposed directional panel antennas, located in three groups of four antennas, would be screened with wooden screen walls consistent with the existing rooftop equipment screening at the site. The existing building is located in the SP-ECR-D (El Camino Real/Downtown Specific Plan) zoning district.

**COMMISSION ACTION:** M/S Ferrick/Strehl to approve the item as recommended in the staff report; 5-0, with Commissioners Kadvany and Onken absent.

- E3. Draft Environmental Impact Report for the Commonwealth Corporate Center located at 151 Commonwealth Drive and 164 Jefferson Drive:** Public Hearing to receive public comments on the Draft Environmental Impact Report. The Draft EIR prepared for the Project identifies potentially significant environmental effects that can be mitigated to a less than significant level in the following categories: Aesthetics, Biological Resources, Cultural Resources, Geology and Soils, Greenhouse Gas Emissions, Hazards and Hazardous Materials, Hydrology and Water Quality, Land Use, Population and Housing, Public Services, and Public Utilities. The Draft EIR identifies potentially significant environmental effects that are significant and unavoidable in the following categories: Air Quality, Noise, and Transportation & Traffic. The California Environmental Quality Act (CEQA) requires this notice to disclose whether any listed toxic sites are present at the location. The project location does not contain a toxic site pursuant to Section 65962.5 of the Government Code. The review period for the Draft EIR is Friday, February 28, 2014 through 5:30 p.m. Monday, April 14, 2014.

The Commission received the staff presentation and asked questions, no members of the public provided comments. The Commission provided comments on the following topics: Transportation, Nighttime Lighting, and Hydrology.

The comments will be transcribed and included as part of the Final EIR, with relevant responses.

**F. REGULAR BUSINESS #2**

- F1. Draft Fiscal Impact Analysis for the Commonwealth Corporate Center located at 151 Commonwealth Drive and 164 Jefferson Drive:** Public Meeting to receive public comments on the Draft Fiscal Impact Analysis.

The Commission received the staff presentation and asked questions, no members of the public provided comments or asked questions. The Commission provided comments on the impact to the Community College District and how tenant selection may impact City revenues.

Clarifications will be included as part of the Final FIA.

**G. STUDY SESSION**

- G1. Conditional Development Permit, Rezoning, Tentative Parcel Map, Tree Removal Permit, and Below Market Rate Housing Agreement for the Commonwealth Corporate Center located at 151 Commonwealth Drive and 164 Jefferson Drive:** Study Session to provide comments on the Commonwealth Corporate Center Project consisting of a Conditional Development Permit for the construction of two four-story office buildings totaling 259,920 square feet; a Rezoning from M-2 - General Industrial to M-2(X) - General Industrial with Conditional Development District to exceed the standard M-2 zoning district's 35-foot height limit and construct office buildings up to 62 feet in height; a Tentative Parcel Map to reconfigure the site into a separate parcel for each building and a common parcel containing parking, landscaping, recreational amenities and other site improvements; a Tree Removal Permit to remove 22 heritage trees; and a Below Market Rate Housing Agreement for the payment of in-lieu fees associated with the City's Below Market Rate Housing Program.

The Commission reviewed the applicant's presentation, asked questions, and provided comments on topics including the following: LEED/energy efficiency, walking paths, electric vehicle charging, and pervious surface areas.

The applicant and staff will consider the Planning Commission comments, with revisions and/or responses included as the project review proceeds.

**H. COMMISSION BUSINESS - None**

**ADJOURNMENT – 10:19 p.m.**

Future Planning Commission Meeting Schedule

Regular Meeting	April 7, 2014
Regular Meeting	April 21, 2014
Regular Meeting	May 5, 2014
Regular Meeting	May 19, 2014
Regular Meeting	June 9, 2014
Regular Meeting	June 23, 2014