



## PLANNING COMMISSION ACTIONS

Regular Meeting

January 27, 2003

7:00 p.m.

City Council Chambers

801 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:05 p.m.

ROLL CALL – Fergusson, Fry (Chair), Halleck, Pagee, Soffer, Stein (Vice-Chair)

INTRODUCTION OF STAFF – Murphy, Siegel, Smith, Thompson

A. PUBLIC COMMENTS – None

B. CONSENT CALENDAR

1. **Architectural Control/Michael Mahan/656 Santa Cruz Avenue:** Request for architectural control review for exterior modifications to an existing building storefront for a new retail tenant. **COMMISSION ACTION: M/S Soffer/Halleck to approve as recommended in staff report, 6-0.**

C. PUBLIC HEARINGS

2. **Use Permit/Ken & Dianne Spindola/507 Bay Road:** Request for a use permit to construct a single-story addition to an existing single-story, single-family residence on a lot that is substandard in regard to lot width and lot area. ***Withdrawn at the request of the applicant.***
3. **Use Permit/James Bergeron/226 Yale Road:** Request for a use permit to demolish an existing single-story, single-family residence and construct a new two-story residence with a basement. **COMMISSION ACTION: M/S Halleck/Soffer to approve as recommended in staff report, 6-0.**
4. **Use Permit/University Lutheran Church/1000 Willow Road:** Request for a use permit to temporarily store a relocated residence on an existing commercially zoned property. **COMMISSION ACTION: M/S Pagee/Halleck to approve as recommended in the staff report with two additional conditions, 6-0.**

Add Condition f as follows: Prior to moving the residence to or from the project site, the applicant shall provide proof of liability insurance and file a performance bond pursuant to Title 12, Chapter 12.32, Moving Buildings, Sections 12.32.80 and 12.32.90 of the Menlo Park Municipal Code. In addition, the applicant shall enter into an indemnity agreement with the City in which the applicant agrees to be responsible for any and all code enforcement costs, including litigation and attorneys' fees, required to obtain compliance with the terms of the Use Permit. The proof of liability insurance and the performance bond shall be submitted for the review and approval of the Building Division, and the indemnity agreement shall be submitted for the review and approval of the Planning Division and the City Attorney.

Add Condition g as follows: Within 30 days of moving the residence to the project site, the applicant shall clean up litter on the site and along the property frontage and clear vegetation from the sidewalk to create a clear path of travel. The applicant shall notify the Planning Division prior to commencing the clean up and upon completion of the clean up. To the extent that it is the property owner's responsibility, the property owner shall maintain the sidewalk at the front of the property to keep it free of vegetation and debris, and shall clean up the litter on the site in accordance with any applicable City codes on an on-going basis.

5. **Use Permit Revision and Architectural Control Revision/Michael Wallau/150 Middlefield Road:** Request for a use permit and architectural control revisions to modify an existing restaurant building. ***Continued to the meeting of February 10, 2003.***

**D. COMMISSION BUSINESS**

6. Commission discussion of project priorities for calendar year 2003. **COMMISSION ACTION:** The Commission discussed ideas for project priorities within the context of the City Council goal-setting workshop. The Commission thought it would be beneficial to hold a joint working session with the Council to discuss topics such as a new ordinance for residential development and the update of the General Plan. The Commission commented that the Business Development goal and the General Plan goal are interrelated. The Commission thought that a proactive effort on code enforcement in the Belle Haven neighborhood would address a number of concerns that are raised when projects come in front of the Commission. In addition, the Commission expressed support for the Council to consider the Willows neighborhood traffic issues as a priority project. Finally, the Commission believes that it has the capacity to take on projects at the Council's direction.

**ADJOURNMENT -- 8:15 p.m.**

**Future Planning Commission Meeting Schedule**

Regular Meeting	February 10, 2003
Regular Meeting	February 24, 2003
Regular Meeting	March 3, 2003
Regular Meeting	March 17, 2003
Study Meeting	March 24, 2003
Regular Meeting	April 7, 2003
Regular Meeting	April 21, 2003