



PLANNING COMMISSION ACTIONS

Regular Meeting

March 17, 2003

7:00 p.m.

City Council Chambers

801 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:05 p.m.

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

INTRODUCTION OF STAFF – Heineck, Murphy, Siegel, Smith, Thompson

A. PUBLIC COMMENTS – None

B. CONSENT CALENDAR

1. Consideration of the draft minutes of the January 27, 2003 Planning Commission meeting.
COMMISSION ACTION: Approve with no changes, 5-0-1 (Commissioner Pagee abstaining and Stein not yet in attendance).

C. PUBLIC HEARINGS

1. **Use Permit/Anatole Zelkin/1923, 1925, 1927 and 1929 Menalto Avenue:** Request for a blanket use permit to allow permitted uses in the C-2 zoning district to operate on the property that is nonconforming in regard to parking. **COMMISSION ACTION: M/S Soffer/Halleck to deny the request as follows, 6-0 (Commissioner Fergusson recused).**
 1. Make a finding that the project is categorically exempt under Class 1 of the current State CEQA Guidelines.
 2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed blanket use permit will be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed uses, and will be detrimental to property and improvements in the neighborhood or the general welfare of the City because it would have allowed for the property owner to lease tenant spaces without involvement from the neighborhood and without City review when the property owner has not maintained the building or property in a safe manner and in a quality consistent with other buildings in the vicinity, and has historically allowed the property to be occupied by uses that are inconsistent with the intent of the Zoning District to provide neighborhood serving uses and uses that have exasperated the parking problems in the area.
 3. Deny the blanket use permit request.
2. **Use Permit/Robin Joy/8 Reyna Place:** Request for a use permit to demolish an existing single-family residence and construct a new residence on a lot that is substandard in regard to lot width and for excavation into the required right side setback for the construction of a light well and sunken courtyard associated with a basement. **COMMISSION ACTION: M/S Halleck/Soffer to approve with the following modifications to the conditions, 4-2 (Commissioners Pagee and Stein opposed and Commissioner Fry recused),**

- l) Prior to building permit issuance, the applicant shall receive input from neighbors regarding the height of the proposed turret. The turret should be lowered a minimum of one-foot. The plans shall be subject to Planning staff review and approval. [modified condition]
- m) No additional windows shall be installed on the turret feature. The installation of windows other than the one window approved with this permit shall require a revision to the use permit granted by the Planning Commission. [new condition]
- n) Prior to the issuance of a building permit, the applicant shall submit plans that provide more detailed information to demonstrate that the proposed residence complies with the Floor Area Limit requirements for this single family residence. Specifically, the plans should clearly indicate areas where the distance between the finished floor and the roof directly above it exceed 17 feet in height. These areas shall count at 200 percent toward the FAL maximum. The plans shall be subject to Planning Division staff review and approval. [re-lettered condition]
- o) Prior to building permit issuance, the applicant shall submit a landscape plan that provides visual screening for 945 Wallea Drive and 905 Wallea Drive. The plan shall be developed with input from the property owners at 945 Wallea Drive and 905 Wallea Drive and shall be subject to Planning staff review and approval. The landscape shall be installed prior to final inspection. [re-lettered condition]
- p) Prior to building permit issuance the applicant should demonstrate in a plan that all hard surfaces are permeable to the extent feasible. Specifically, the site plan should indicate the area within the vicinity of tree #3 will be constructed with a permeable material. The sunken patio and pool deck are surfaces that could be impervious. The plan shall be subject to review and approval by the Planning Division. [new condition]
- q) Prior to issuance of a grading or demolition permit, the applicants shall submit a construction traffic and management plan. The plan shall be subject to the review and approval of the Planning Division and the Transportation Division. The plan shall become part of the approved building plans and be available at all times as part of the on-site job plans. The plan shall include:
 - The location of a construction trailer, debris storage, materials storage, on site parking, and a traffic circulation plan.
 - Detailed drawings of all proposed signage including materials, colors and staking details. [new condition]
- r) Prior to building permit issuance, the applicant shall submit plans that identify the location of the equipment for the swimming pool, and heating, ventilation and air conditioning systems. In addition, the plans should indicate the specifications for noise generation, and the placement of the equipment should attempt to minimize impacts on surrounding properties. No equipment shall be located in the vicinity of the shared property with 10 Reyna Place. The plans shall be subject to review and approval by the Planning Division.
- s) Prior to building permit issuance, the applicant shall submit a soils report that addresses the effects of the proposed basement and sunken patio to drainage on the site for review and approval by the City Geologist.

3. **Use Permit Revision/Howard Yee, AT&T Wireless/325 Sharon Park Drive:** Request for a use permit revision to allow for the modification of an existing cellular antenna facility at the Sharon Heights Shopping Center. The modifications would include the addition of a new, 29-foot-tall light standard with three panel antennas on top and concealed beneath a 5-foot-tall radome, and the expansion of the existing equipment cabinets at ground level.

COMMISSION ACTION: M/S Halleck/Stein to approve the request as follows, (7-0):

1. Make a finding that the project is categorically exempt under Class 3 of the current State CEQA Guidelines.
2. Make necessary findings, pursuant to section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of the proposed use, and will not be detrimental to property and improvements in the neighborhood or general welfare of the City.
3. Approve the use permit revision subject to the following conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by Pacific 17, consisting of three plan sheets dated received February 10, 2003, and approved by the Planning Commission on March 17, 2003, except as modified by the conditions contained herein.
 - b. Prior to building permit issuance, the applicant shall comply with all County, State, and Federal regulations that are directly applicable to the project.
 - c. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility company regulations that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the new construction.
 - e. The equipment cabinet shall be painted to match the surrounding landscaping and the existing equipment cabinet.
 - f. Prior to final building inspection, both the existing light standard and the proposed light standard shall be painted a light brown color to reduce the visual impact of the light standards.
 - g. Prior to building permit issuance, the plans shall be modified to include a shield on the light standard that acts to prevent light from being cast onto Sand Hill Road.
 - h. The applicant and the owner of the property upon which the cellular facilities are to be installed shall cooperate with the providers of other cellular, personal communication, or similar communication systems for the co-location of facilities, including similar antenna facilities, if such co-location is structurally feasible and will not interfere with other co-located facilities, as reasonably determined by the City of Menlo Park. In the event the applicant and/or the property owner fails to cooperate with the co-location of other communication facilities, such refusal or lack of cooperation shall be grounds for termination / revocation of the use permit granted herein.

- i. This use permit for the existing omni antenna and proposed radome shall expire on June 15, 2008 unless extended by the Planning Commission. If the applicant desires to extend the use permit, the applicant shall explore and implement, to the extent feasible, then available technology to reduce the size and/or visibility of the antenna facilities.
- j. Prior to building permit issuance, the applicant shall submit a plan showing the planting of one or two evergreen trees, such as coast live oak trees, to help screen the new light standard from Sand Hill Road. This plan shall be submitted for the review and approval of the Planning Division. Prior to final building inspection, Planning Division staff shall inspect the site to confirm the installation of these trees.
- k. Prior to building permit issuance, the applicant shall submit a plan to improve the appearance of the bases of both the existing and proposed light standards, such as by covering the bases with a wooden box structure. This plan shall be submitted for the review and approval of the Planning and Building Divisions.

- 4. **Use Permit and Architectural Control Revisions/Aubrey Moore, Jr., Architect & Associates/15 El Camino Real:** Request for a use permit revision for structural alterations to an existing motel that is legal, but nonconforming and for the new work to exceed 25% of the currently assessed value of the existing building within a 12-month period, and for an architectural control revision to remodel the existing motel. *Continued to a future meeting.*
- 5. **Use Permit/S. Sebastian/1080 Lemon Street:** Request for a use permit to maintain hedges and construct a fence of six feet in height within the front setback of the property where the maximum allowed height is four feet and within the line-of-sight triangle at the corner of the property where the maximum allowed height is three feet. *Continued to a future meeting.*
- 6. **Use Permit/Duc Dinh/201 El Camino Real:** Request for a use permit to operate a personal service salon in a building that is substandard in regard to parking. *Continued to the Planning Commission meeting of April 7, 2003.*

D. COMMISSION BUSINESS

- Discussion of Planning Commission meeting procedures. *The Commission discussed whether or not it wanted to consider changes to any of its meeting procedures and decided to maintain the status quo.*

ADJOURNMENT – 11:55 p.m.

Future Planning Commission Meeting Schedule

Regular Meeting	March 24, 2003
Regular Meeting	April 7, 2003
Special Meeting	April 9, 2003 – special meeting with Transportation Commission
Regular Meeting	April 21, 2003
Study Meeting	April 28, 2003
Regular Meeting	May 5, 2003
Regular Meeting	May 19, 2003
Regular Meeting	June 2, 2003
Regular Meeting	June 16, 2003