



PLANNING COMMISSION ACTIONS

Regular/Study Meeting

March 24, 2003

7:00 p.m.

City Council Chambers

801 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:08 p.m.

ROLL CALL – Fry (Chair), Halleck, Pagee, Stein (Vice-Chair) present; Fergusson, Bims, and Soffer absent.

INTRODUCTION OF STAFF – Cramer, Murphy, Siegel, Smith

A. PUBLIC COMMENTS – None

B. CONSENT CALENDAR

1. Consideration of the draft transcripts of the November 4, 2002 Planning Commission meeting. **COMMISSION ACTION: M/S Halleck/Pagee to approve as presented, 4-0.**

C. PUBLIC HEARINGS

1. **Use Permit Revision/Menlo Park Chamber of Commerce/Downtown Menlo Park (Santa Cruz Avenue and side streets):** Request for a use permit revision to add amusement rides and games for children and young adults, concession stands and ticket booths to the activities of the annual Connoisseur' Marketplace. The new rides and games would be located in Parking Plaza Three, between University Drive, Crane Street, Oak Grove Avenue and Santa Cruz Avenue. **COMMISSION ACTION: M/S Stein/Halleck to approve as recommended in the staff report with the following additional conditions, 4-0:**

Condition j: Camping, sleeping or overnight stays shall not be allowed in Parking Plaza Three. Other than B&B's security personnel, no one else shall be allowed in Parking Plaza Three between the hours of Midnight and 8:00 a.m.

Condition k: The applicant shall ensure that at all time that the patrons of the rides are not blocking any street which is open to traffic, that emergency vehicles and personnel have unimpeded access and that all safety regulations concerning maintaining proper distance from all rides is maintained. The Menlo Park Police Department shall be allowed to move, direct or disperse the crowd as is necessary to provide for the safety of the attendees of the Marketplace and for the City as a whole.

Condition l: At least one month prior to holding the event, the applicant shall submit a pedestrian flow plan that minimizes conflicts between pedestrians and vehicles for review and approval by the Transportation Division. The plan shall include appropriate signage to direct pedestrian and vehicle traffic and appropriate promotion of shuttle service to businesses and churches.

Condition m: At least one month prior to the event, the applicant shall work with the Planning Division to find an optimal location of the generator that minimizes noise and air quality impacts for adjacent businesses, residences and event attendees.

Condition n: At least one month prior to holding the event, the applicant shall work with the Transportation and Building Divisions to relocate handicap parking spaces displaced by the Kid Zone in the portion of Parking Plaza Three that will remain open for parking during the event. The safety fence for the Kid Zone shall not block access to the rear entrance of 1143 Crane Street.

D. STUDY SESSION

- 2. Use Permit and Architectural Control/RHL Design Group, Inc./500 Willow Road:** Request for a use permit and architectural control to demolish structures associated with an existing gas station and car wash facility and construct new structures associated with a gas station and a 1,355 square-foot convenience store open 24-hours a day.

Seven members of the public addressed the Planning Commission on this item, all expressing concerns regarding the proposal. The concerns raised by the neighbors included potential increases in traffic and noise generation, opposition to a convenience store at this location, opposition to the pump islands and convenience store operating on a 24-hour basis, potential lighting impacts, a potential increase in crime with the addition of a convenience store, and concerns regarding traffic circulation and pedestrian safety both on and around the periphery of the project site.

The Planning Commission directed the applicant to meet with the neighbors to try to resolve the issues and concerns raised by the neighbors, and provided specific direction to both the applicant and staff. The Commission directed staff to examine the Police Department records for crime reports and complaints regarding the 7-11 at 1180 Alma Street and the Union 76 Station at 710 Willow Road. The Commission also requested more information regarding traffic impacts, noise impacts, circulation, pedestrian safety, and lighting, as well as any economic study that would support the proposed 24-hour operation. The Commission also suggested that the applicant consider reducing the size of the convenience store, maintaining the hand car wash, and proposing hours of operation that are more limited than the 24-hour operation originally proposed. Finally, the Commission suggested various design changes to the proposal, including replacing the parapet wall with a pitched roof, examining different roofing materials, and making the building appear less vertical.

E. COMMISSION BUSINESS

- **Discussion of meeting of Mayor, Mayor Pro-tem and Commission Chairs and Vice Chairs on February 18, 2003.** At the meeting of February 24, 2003, Commissioners Fry and Stein reported back to the Commission on the highlights of the February 18, 2003 meeting. With the item now listed on the agenda, the Commission discussed ideas which came from the meeting that were of greatest interest to Commissioners.
- **Discussion of upcoming joint study session of the Planning Commission and City Council scheduled for May 6, 2003.** The Commission began a discussion of items that could potentially be raised at the upcoming joint study session with the City Council.

F. ADJOURNMENT – 10:12 p.m.

Future Planning Commission Meeting Schedule

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
Special Meeting	May 6, 2003 – special meeting with City Council
Regular Meeting	May 19, 2003
Regular Meeting	June 2, 2003
Regular Meeting	June 16, 2003

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