



PLANNING COMMISSION ACTIONS REVISED

Regular Meeting
April 7, 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, Sinnott, and Soffer present; Pagee absent

INTRODUCTION OF STAFF – Murphy, O’Connell, Siegel, Smith, Thompson

A. PUBLIC COMMENTS – None

B. CONSENT CALENDAR

1. Consideration of the draft transcripts of the July 15, 2002 Planning Commission meeting. **COMMISSION ACTION: M/S Fergusson/Halleck to continue to a future meeting, 5-0-1 (Commissioner Sinnott abstaining)**
2. Consideration of the draft minutes of the February 10, 2003 Planning Commission meeting. **COMMISSION ACTION: M/S Halleck/Fry to approve as presented, 6-0**

C. PUBLIC HEARINGS

1. **Use Permit and Variance/Morad Fakhrai/1003 Greenwood Drive:** Request for a use permit to construct first and second story additions to an existing single-family residence on a lot that is substandard in regard to lot width and lot area and a variance to allow an encroachment of approximately one foot into the required corner side setback. **COMMISSION ACTION: M/S Fergusson/Sinnott to approve as recommended in the staff report, 6-0.**
2. **Variance/Kastrop Group Architects/948 Timothy Lane:** Request for variances to allow a maximum lot coverage of 38 percent where 35 percent is otherwise required, to allow the construction of a carport to encroach into the required front building setback for properties where the front of the lot abuts the outside of a curve with a radius of 100 feet or less, to provide one required parking space where two spaces are required, and to locate the required parking space in the required front yard setback. **COMMISSION ACTION: M/S Sinnott/Halleck to approve as recommended in the staff report with a modification to condition f as follows, 6-0.**

Modified Condition f: Prior to final building inspection, the applicant shall record a deed restriction with the San Mateo County Recorder’s Office stating that any second

story addition shall be reviewed and approved by the Planning Commission in accordance with the procedures and requirements for a use permit in Chapter 16.82 of the Zoning Ordinance. A copy of the final recorded document shall be kept on file in the Planning Division. This condition of approval shall not be applicable if, and only if, by April 7, 2004 or the date of final building inspection, whichever occurs first, the City has adopted an ordinance amending the regulations for single-family development which eliminates the need to obtain a variance to have a building coverage of 38% at 948 Timothy Lane.

3. **Use Permit/Jack McCarthy Designer, Inc./1210 Bay Laurel:** Request for a use permit to demolish an existing single-family residence and construct a new, two-story residence on a lot that is substandard with regard to lot width.

COMMISSION ACTION: M/S Fergusson/Soffer to approve as recommended in staff report with a modification to condition f and an additional condition as follows, 5-0-1 (Commissioner Bims abstaining)

Modified Condition f: Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance. Prior to building permit issuance the applicant shall submit a tree protection plan for all heritage trees on the subject property and adjacent properties, including the bay laurel tree located at the front of the 1220 Bay Laurel Avenue property, for review and approval to the Building Division.

Condition h: Prior to building permit issuance, the applicant shall submit plans that identify the location and specifications for noise generation of the equipment for the sump pump and heating, ventilation and air conditioning systems. The placement of the equipment should attempt to minimize impacts on surrounding properties. The plans shall be subject to review and approval by the Planning Division.

4. **Use Permit/Randolph S. Charlton/1250 Hoover Street:** Request for a use permit to retain latticework of four feet in height for an overall fence height of 11 feet, 10 inches where a maximum overall height of seven feet is otherwise allowed without a use permit. **COMMISSION ACTION: M/S Soffer/Sinnott to approve as recommended in the staff report, 5-1 (Commissioner Fergusson opposed)**
5. **Use Permit/Riccardo & Gladys Crippa/1246 Hoover Street:** Request for a use permit to retain latticework of four feet in height for an overall fence height of 11 feet, 10 inches where a maximum overall height of seven feet is otherwise allowed without a use permit. **COMMISSION ACTION: M/S Halleck/Sinnott to approved as recommended in the staff report, 4-2 (Commissioners Bims and Fergusson opposed)**
6. **Use Permit/Duc Dinh/203 El Camino Real:** Request for a use permit to operate a personal service salon in a building that is substandard in regard to parking. **COMMISSION ACTION: M/S Sinnott/Halleck to approved as recommended in the staff report with a modification to condition b as follows, 6-0.**

Modified Condition b: Any change in the interior layout of the building that may result in the potential for additional employees and customers shall be subject to review and approval by the Planning Division staff.

7. **Use Permit and Architectural Control/Edward Rubinstein/846 Oak Grove:** Request for a use permit to convert a portion of an existing single-family residence

to a medical office use while maintaining a smaller residential unit in building and architectural control to construct a new carport and other exterior modifications to the existing building. *Continued to the Meeting of April 21, 2003 prior to the meeting.*

D. COMMISSION BUSINESS

1. Election of Planning Commission Vice-Chair for the remaining 2003 Calendar Year. *The Commission selected Bill Halleck as the new Vice-Chair for the remainder of the calendar year.*

ADJOURNMENT – 10:20 p.m.

Future Planning Commission Meeting Schedule

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