



PLANNING COMMISSION ACTIONS

Regular Meeting

May 5, 2003

7:00 p.m.

City Council Chambers

801 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

ROLL CALL – Bims, Fergusson, Fry (Chair), Halleck (Vice-chair), Pagee, Sinnott, Soffer present

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

A. PUBLIC COMMENTS – None

B. CONSENT CALENDAR

1. Consideration of the draft transcripts of the October 9, 2002 Planning Commission meeting. **COMMISSION ACTION: M/S Fry/Fergusson to approve with the following modifications, 6-0-1 (Commissioner Sinnott abstaining):**
 - o Page 30, Line 16 – replace “reservation” with “preservation”
 - o Page 30, Line 25 – insert “not” between “would” and “allow”
 - o Page 75, Line 14 – replace “Codey” with “Cody”
 - o Page 214, Line 7 – replace “responsible” with “sponsored”

C. PRESENTATION

1. Presentation to former Planning Commissioner Stein. **On behalf of the Commission, Chair Fry and Commissioner Fergusson presented former Commissioner Stein with a plaque, gift and card.**

D. PUBLIC HEARINGS

1. **Use Permit/Sherman Drake/509 Ivy Drive:** Request for a use permit to demolish an existing single-story residence and construct a new two-story residence on a lot that is substandard in regard to lot area and lot width. **COMMISSION ACTION: M/S Sinnott/Pagee to approve as recommended in the staff report with the following modification, 7-0:**

Add condition i: Prior to building permit issuance, the applicant shall submit revised plans indicating that the windows will be simulated divided light to provide texture on the outside of the glass. The revised window design shall be subject to Planning staff review and approval.

2. **Use Permit and Variance Extensions/Gregory Bettencourt/668 Partridge Avenue:** Request for extensions to a previously approved use permit to allow the demolition of an existing single-family residence and detached accessory buildings and the construction of a new two-story residence on the rear half of a R-2 zoned property that is

substandard with regard to lot width, and a previously approved variance to locate a new detached garage in the front half of the property and three feet from the left side property line, where a minimum of five feet is required. An existing residence located at the front of the property would be retained. **COMMISSION ACTION: M/S Soffer/Sinnott to approve as recommended in the staff report, 7-0.**

3. **Variance and Use Permit/Ann Sison/204 Princeton Road:** Request for variances to allow a front setback of 18 feet, 4 inches where 20 feet is otherwise required, to allow a corner side setback of 9 feet, 10 inches where 12 feet is otherwise required, to allow a garage door setback of 10 feet where 20 feet is otherwise required, and to locate the two required parking spaces in the required corner side setback; and a request for a use permit to construct a fence with a height of six feet in the required front setback and the City's right-of-way where a maximum of four feet is otherwise required and to locate the fence in the required sight visibility triangle where a maximum height of three feet is otherwise required. **COMMISSION ACTIONS: M/S Sinnott/Halleck to approve the variance with modifications, 7-0 and M/S Fergusson/Soffer to approve the use permit with modifications, 4-3 (Commissioners Sinnott, Bims and Halleck opposed):**

Add condition to variance approval: Prior to building permit issuance, the applicant shall submit revised plans for a modified driveway approach to be limited to a two-car width subject to review and approval of the Engineering, Planning and Transportation Divisions.

Add condition to use permit approval: Prior to building permit issuance, the applicant shall submit revised plans showing the proposed six-foot-tall fence parallel to Cambridge Avenue on the front property line instead of encroaching five feet, six inches into the public right-of-way subject to review and approval of the Planning Division.

Add condition to use permit approval: Prior to building permit issuance, the applicant shall submit plans for a modified driveway gate to adequately accommodate the length of a car between the street face of curb and the face of the gate subject to review and approval of the Engineering, Planning and Transportation Divisions.

4. **Use Permit Extension/Scott Bohannon/165 Jefferson Drive:** Request for a five-year extension of a use permit to convert an existing office and warehouse building located in the M-2 zoning district to office use. **COMMISSION ACTION: M/S Soffer/Fergusson to approve as recommended in the staff report, 7-0.**
5. **Use Permit Extension/Mike Brand/996-1002 Willow Road:** Request for a use permit extension for the demolition of an existing commercial structure and construction of a new 11,334 square foot, two-story, general office building in the C-2-B Zoning District. **COMMISSION ACTION: M/S Soffer/Sinnott to approve as recommended in the staff report, 7-0.**
6. **Zoning Ordinance Amendment, Use Permit, Architectural Control, Sign Review, and Negative Declaration/John Conway/1200 El Camino Real:** Request for a Zoning Ordinance Amendment to allow for the reconstruction of existing, nonconforming service stations in the C-4 El Camino Real zoning district, and use permit and architectural control approval for the demolition of the existing station facilities and the construction of a new snack shop/auto service building, pump islands, and pump island canopy at 1200 El Camino Real. The proposal also requires sign review for new canopy signs that contain the color red, as well as review and approval of a Negative Declaration that was

prepared for this project. **COMMISSION ACTION: M/S Sinnott/Soffer to recommend approval as recommended in the staff report with the following consideration, 7-0:**

The applicant may reduce the size of the proposed planter located closest to the intersection of El Camino Real and Oak Grove Avenue in order to retain the El Camino Real curb cut located closest to Oak Grove Avenue provided that the applicant maximizes the amount of landscaping on the site. (The applicant is preparing revised plans to present to the City Council).

7. **Use Permit/Hanh Nguyen/927-929 Hamilton Ave:** Request for a use permit to convert approximately 3,000 square feet of a tenant space in a building located in the M-2 zoning district from warehouse to office use. **COMMISSION ACTION: M/S Sinnott/Soffer to approve as recommended in the staff report, 7-0**
8. **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 that would be operate 24 hours a day and a 1,355 square-foot convenience store that would have limited hours of operation. **Continued to the meeting of June 16, 2003.**

E. COMMISSION BUSINESS

1. Report from Commissioners Bims and Fergusson on the Developer Selection Committee process for the Hamilton Avenue Park and Housing Project. **Commissioners Fergusson and Bims presented a draft report for the Commission's review. Commissioners asked questions and provided comments.**
2. Discussion of issues and ideas to be considered for presentation at the Joint Study Session with the City Council on May 6, 2003. **The Commission discussed items related to the agenda, meeting start time, and meeting location. Chair Fry reported on a phone conversation with Mayor Jellins and Mayor Pro Tem Duboc.**

ADJOURNMENT – 11:15 pm

Future Planning Commission Meeting Schedule

Regular Meeting	May 19, 2003 – Residential Review
Regular Meeting	June 2, 2003 – Residential Review
Regular Meeting	June 16, 2003
Study Meeting	June 23, 2003
Regular Meeting	July 7, 2003
Regular Meeting	July 21, 2003
Study Meeting	July 28, 2003