



# PLANNING COMMISSION ACTIONS

Regular Meeting  
September 22, 2003  
7:00 p.m.

City Council Chambers  
801 Laurel Street, Menlo Park, CA 94025

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**CALL TO ORDER** – 7:01 p.m.

**ROLL CALL** – Bims, Fergusson, Fry (Chair), Halleck (Vice-chair) (Arrived at 7:04 p.m.), Sinnott, and Soffer present; Pagee absent.

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

**A. PUBLIC COMMENTS** – None

**B. CONSENT**

1. Consideration of the minutes of the August 25, 2003 Planning Commission meeting. Continued from a previous meeting. **COMMISSION ACTION: M/S Fry/Halleck to approve with the following changes, 5-0-1 with Commissioner Fergusson abstaining:**

- Page 1, line 14: Delete “unanimously” and “-1”;
- Page 2, line 4: Delete “and other meetings”;
- Page 12, paragraph 3, line 9: Correct the spelling of “dormer”;
- Page 12, paragraph 3, sentence 9: Modify to read “She said that dormers should not be defined as windows that start above the roofline of the first floor, but should instead be required to be embedded into the first floor roofline.”;
- Page 14, paragraph 3, line 6: Delete the “d” from the word “and”; and
- Page 16, paragraph 1, line 4: Replace “by doing” with “and does” and add “an existing” between “with” and “process”.

2. Consideration of the minutes of the June 9, 2003 Planning Commission meeting. **COMMISSION ACTION: M/S Fry/Bims to approve with the following change, 5-0-1 with Commissioner Fergusson abstaining:**

- Page 13, paragraph 4, line 6: Replace “sighting” with “siting”.

**C. PUBLIC HEARING**

1. **Use Permit/Barbara and Rob Silano/140 Hedge Road:** Request for a use permit for ground floor and second story additions to a single-story residence on a lot that is substandard in regard to lot width and lot area. **COMMISSION ACTION: M/S Fergusson/Halleck to approve as recommended in the staff report with the following change, 6-0:**

- **Add condition g:** The applicant shall have the flexibility to modify the plans to reduce the height of the proposed chimney subject to review and approval of the Building Division.
2. **Use Permit and Architectural Control Revisions/Aubrey Moore, Jr., Architect & Associates/15 El Camino Real:** Request for use permit and architectural control revisions to allow modifications to the exterior stairways and walkways of the existing motel. **COMMISSION ACTION: M/S Soffer/Halleck to approved as recommended in the staff report with the following change, 6-0:**
    - **Add condition k:** Prior to issuance of a building permit, the Building Official shall review the project plans and visit the project site to ensure that the proposed project complies with applicable seismic safety standards.
  3. **Use Permit/Gary Ahern/1150 El Camino Real:** Request for a blanket use permit to allow permitted uses in the C-4 (El Camino Real) zoning district to operate on the property that is nonconforming in regard to parking. **COMMISSION ACTION: M/S Sinnott/Halleck to approve as recommended in the staff report with the following changes:**
    - **Add the following sentence to the end of condition a:** In addition, the blanket use permit shall not apply to any office use on the ground floor of the building.
    - **Add condition d:** Within 60 days of the Planning Commission approval, the applicant shall submit revised plans for nine parking spaces showing the parking area restriped to bring the four parking spaces on the right side of the property into conformance with the City's parking space dimension requirements and showing the perpendicular parking space closest to the rear of the building as a loading zone. This plan shall be submitted for the review and approval of Planning and Transportation Division staff. Within 90 days of the Planning Commission approval, the applicant shall implement the approved restriping plan.
  4. **Use Permit/Oak Grove and Merrill Associates/1195 Merrill Street:** Request for a use permit to sell beer and wine in association with a new crepe restaurant. **COMMISSION ACTION: M/S Soffer/Sinnott to approve as recommended in the staff report, 6-0.**
  5. **Use Permit/DES Architects and Engineers for Surromed/1505 O'Brien Drive:** Request for a use permit for the use and storage of hazardous materials associated with a biotechnology research company. **COMMISSION ACTION: M/S Soffer/Halleck to approve as recommended in the staff report, 6-0.**
  6. **Use Permit and Variance/Michelle Davis/1241 and 1243 Hoover Street:** Request for a use permit to demolish an existing single-family residence and construct two single-family residences on a lot that is substandard in regard to lot width and variance to construct each residence less than the required 20-foot minimum from the main buildings on adjacent properties. ***This Item has been withdrawn by the applicant.***
  7. **Variance/Joel Broida/209 Lennox Avenue:** Request for a variance to reduce the number of required on-site parking spaces from two to one in order to allow for the installation of a swimming pool. ***This Item has been withdrawn by the applicant.***

**D. REGULAR BUSINESS**

1. Discussion of upcoming Joint Study Session with the City Council on September 30, 2003 regarding the proposed Residential Review Ordinance. **Commission Action:** The Commission discussed whether to make a presentation to the City Council as a collective body or as individual commissioners. Chair Fry plans to contact Mayor Jellins to clarify how the meeting will be structured and report back to the rest of the Commission.

**E. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS**

- The Commission and staff reviewed upcoming meeting schedules and agendas.

**ADJOURNMENT – 9:42**

**Future Planning Commission Meeting Schedule**

Study Meeting	September 29, 2003
Study Session with Council	September 30, 2003
Regular Meeting	October 13, 2003
Regular Meeting	October 27, 2003
Regular Meeting	November 3, 2003
Regular Meeting	November 17, 2003
Regular Meeting	December 1, 2003
Regular Meeting	December 15, 2003