



## PLANNING COMMISSION ACTIONS

Regular Meeting  
November 3, 2003  
7:00 p.m.

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

---

CALL TO ORDER – 7:03 p.m.

ROLL CALL – Bims (arrived at 7:07), Fergusson, Halleck (Vice-chair), Pagee, Sinnott, Soffer present; Fry (Chair) absent

INTRODUCTION OF STAFF – Murphy, Smith, Thompson

A. PUBLIC COMMENTS – None

B. CONSENT – None

C. PUBLIC HEARING

1. **Use Permit/Shandy and Paul Dunn/1990 Oakdell Drive**: Request for a use permit to maintain hedges and plant new hedges with heights of up to nine feet in the required front setback where a maximum of four feet is otherwise required and in the required 35-foot sight visibility triangle where a maximum height of three feet is required, to construct a masonry wall and several fences that exceed the height limits within the front setback and in the 35-foot sight visibility triangle, and to construct fences of eight feet in height along the side property line and nine feet in height along the rear property line where the maximum allowed height is seven feet. **COMMISSION ACTION: M/S Pagee/Soffer to approve as recommended in the staff report, 6-0.**
2. **Variance/Ram and Kristin Duriseti/354 McKendry Place**: Request for a variance to allow for a six foot left side setback where a minimum setback of 12 feet is required in association with a single-story addition to an existing single-family residence in the R-1-U zoning district. **COMMISSION ACTION: M/S Fergusson/Bims to approve as recommended in the staff report with the following change, 3-1-1 with Commissioner Sinnott dissenting, Commissioner Soffer abstaining and Commissioner Pagee recused:**
  - **Modify condition g to read as follows:** Prior to final building inspection, the applicant shall record a deed restriction with the San Mateo County Recorder's Office stating that an addition of a second story or to the right side of the residence 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.
3. **Use Permit/ James Crist/ 785 Cotton Avenue**: 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 width. **COMMISSION ACTION: M/S Sinnott/Fergusson to approve as recommended in the staff report, 6-0.**

4. **Conditional Development Permit Revision and Architectural Control Revision/Vika Wills/310 Market Place:** Request for a conditional development permit revision and architectural control revision for a second floor addition to an existing multi-family structure to accommodate a new private school use. *Continued to the meeting of December 1, 2003 prior to the meeting.*
5. **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. **COMMISSION ACTION: M/S Sinnott/Bims to approve as recommended by staff with the following changes, 6-0:**
- **Add condition bb to read as follows:** Prior to building permit issuance, the applicant shall submit a plan for signage on the site to discourage loud noise, such as from loud engines or car radios, and to inform customers of how such noise limits shall be enforced by management staff. This plan shall be submitted for the review and approval of Planning Division staff.
  - **Add condition cc to read as follows:** Prior to building permit issuance, the applicant shall submit a plan for how the site will be kept free of litter. This plan shall be submitted for the review and approval of Planning Division staff. The applicant shall be required to adhere to the approved litter plan.
  - **Add condition dd to read as follows:** Prior to building permit issuance, the applicant shall submit a revised plan showing a pedestrian gate at the end of the pedestrian sidewalk at the right rear corner of the property. This gate shall only remain open during the operating hours of Willow Oaks Park. This revised plan shall be submitted for the review and approval of the Planning Division.
  - **Add condition ee to read as follows:** Prior to building permit issuance, the applicant shall submit revised plans to include some form of pedestrian striping in the sidewalk area along Willow Road in the location of the two driveways into the site. The intent of the pedestrian striping will be to make motorists aware of the pedestrian crossing at the entrance and exit to this site. The plan shall specify the color and texture of the proposed pedestrian striping. This revised plan shall be submitted for the review and approval of the Planning, Transportation, and Engineering Divisions.
  - **Add condition ff to read as follows:** The applicant shall work with City staff to perform a baseline traffic study of the existing use, as well as a subsequent traffic study once the new facility is operational. Both traffic studies shall analyze the amount of neighborhood cut-through traffic generated by the existing and proposed facilities. Prior to conducting the traffic studies, the applicant shall first submit a plan for how the two studies will be conducted for Transportation and Planning Division staff review and approval. The applicant shall be responsible for paying for the studies, including any associated staff time.
  - **Add condition gg to read as follows:** One year from the date of occupancy of the convenience store, the applicant shall return to the Planning Commission for a review of the hours of operation of the convenience store based on crime statistics in the area and the results of the two traffic studies required in condition ff. Based on the results of this review, the Planning Commission may reduce the hours of operation of the convenience store if there is evidence that reducing the hours would improve either the crime or traffic situations. At the time of the one-year review, the Planning Commission may also opt to require the applicant to return in another year's time if the Commission

feels that an additional review of the convenience store hours of operation is appropriate.

6. **Use Permit/Bill Bocook/1600 El Camino Real:** Request for a use permit to allow outside storage and hazardous materials associated with an emergency generator. *Continued to the meeting of November 17, 2003 prior to the meeting.*
7. **Use Permit/Spencer Leslie/314 Constitution Drive:** Request for a use permit to allow for the outside storage of materials in two new covered structures. *Continued to the meeting of November 17, 2003 prior to the meeting.*

**D. REGULAR BUSINESS – None**

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

1. **Review of the 2004 Planning Commission Meeting Calendar.** *The Commission approved the calendar presented by staff with one modification.*

**ADJOURNMENT – 11:20 p.m.**

**Future Planning Commission Meeting Schedule**

|                 |                   |
|-----------------|-------------------|
| Regular Meeting | November 17, 2003 |
| Regular Meeting | December 1, 2003  |
| Regular Meeting | December 15, 2003 |
| Regular Meeting | January 12, 2004  |
| Regular Meeting | January 26, 2004  |
| Regular Meeting | February 9, 2004  |
| Regular Meeting | February 23, 2004 |