



## PLANNING COMMISSION ACTIONS

Regular Meeting

March 8, 2004

7:00 p.m.

City Council Chambers

801 Laurel Street, Menlo Park, CA 94025

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**CALL TO ORDER** – 7:00 p.m.

**ROLL CALL** – Bims (arrived 8:09 p.m.), Fergusson, Fry (absent), Halleck (Chair), Pagee (Vice-chair), Sinnott, Soffer

**INTRODUCTION OF STAFF** – Cramer, O'Connell, Smith, Thompson

**A. PUBLIC COMMENTS** – None

**B. CONSENT** – None

**C. PUBLIC HEARING**

1. **Use Permit and Variance/John and Cathy Garagozzo/201 Pope St:** Request for a use permit to demolish an existing single-story residence and construct a new two-story residence and detached single-story garage on a property that is substandard in regard to lot width, and a request for a variance to construct the residence with a right side setback of 2.5 feet where a minimum of five feet is required. **COMMISSION ACTION: M/S Soffer/Fergusson to approve as recommended in staff report, 5-0.**
  
1. **Use Permit and Variance/Richard Peers and Allison Butler/300 Olive Street:** Request for a use permit for a first floor addition to a single-story residence on a lot that is substandard in regard to lot width and for additions to an existing legal, nonconforming residence to exceed 50% of the replacement cost of the structure within a 12-month period, and for a variance to construct an addition that would encroach eight feet into the required 20-foot front setback. **COMMISSION ACTION: M/S Fergusson/Sinnott to approve as recommended in the staff report with the following modification, 5-0:**
  - **Add condition “g”:** The maximum height of any fence, wall or hedge to be built or installed on the Olive Street or Bay Laurel Drive frontages shall be restricted in height to seven feet on Bay Laurel Drive and to four feet on Olive Street, with the exception of the safety triangle, where maximum fence, wall or hedge height shall be limited to three feet.

2. **General Plan Amendment, Use Permit, Architectural Control, Tentative Parcel Map, Right-of-Way Abandonment, and Environmental Review/Willow Corners, LLC at 1283 Willow Road/City of Menlo Park at 1305 Willow Road:** General Plan Amendment to change the land use designation of the property from Medium Density Residential to Retail/Commercial at 1283 Willow Road and 1305 Willow Road. Use permit and architectural control review to construct a new structure for retail and office (Police/City Service Center) uses operating 24 hours per day in the C-2-B zoning district, tentative parcel map to create a condominium subdivision, and right-of-way abandonment along Willow Road at 1283 Willow Road. The proposed project requires the preparation of a Negative Declaration. **COMMISSION ACTION: M/S Soffer/Sinnott to recommend that the City Council approve the proposal as recommended in the staff report with the following modification (5-0):**
  - Add condition "w": Prior to building permit issuance, the project sponsor shall submit revised plans clearly indicating that the alley accessing the project site from Ivy Drive shall comply with the "safety triangle" regulations administered by the Transportation Division that restrict the height of fences, walls, or hedges to a maximum of three feet in height. The revised plans shall be subject to review and approval of the Transportation Division.

**D. REGULAR BUSINESS**

1. **Architectural Control/Peggy Lo/2440 Sand Hill Road:** Request for architectural control review for interior and exterior modifications to an existing office building. **COMMISSION ACTION: M/S Pagee/Soffer to approve as recommended in the staff report, 5-0.**
2. Consideration of the minutes of the June 16, 2003 Planning Commission meeting. **COMMISSION ACTION: M/S Halleck/Sinnott to approve as submitted, 4-0-1 (Commissioner Fergusson abstaining).**
3. Consideration of the minutes of the July 7, 2003 Planning Commission meeting. **COMMISSION ACTION: M/S Halleck/Sinnott to approve with the following modifications, 5-0:**
  - Page 6, line 30, add "Motion carried, 6-0."

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

**ADJOURNMENT 8:10 pm**

**Future Planning Commission Meeting Schedule**

Regular Meeting	March 22, 2004
Study Meeting	March 29, 2004
Regular Meeting	April 5, 2004
Regular Meeting	April 19, 2004
Study Meeting	April 26, 2004
Regular Meeting	May 3, 2004
Regular Meeting	May 17, 2004