



PLANNING COMMISSION ACTIONS

Regular Meeting

April 19, 2004

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, Halleck (Chair), Pagee (Vice-chair), Sinnott, Soffer

INTRODUCTION OF STAFF –Cramer, O'Connell, Thompson

A. PUBLIC COMMENTS - None

B. CONSENT

Review of State Department of Alcoholic Beverage Control (ABC) Application for Person-to-Person Transfer of Ownership: Review of State Department of Alcoholic Beverage Control (ABC) Application for a Person to Person Transfer of Ownership for an Alcoholic Beverage License for Bonsai Japanese Restaurant, 1010 El Camino Real, Suite 140. **COMMISSION ACTION: M/S Fergusson/Bims to approve as recommended in the staff report, 7-0.**

C. PUBLIC HEARING

1. Use Permit/Arthur R. Martin/1430 Mills Court: Request for a use permit to construct an addition to an existing single-family 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. **COMMISSION ACTION: M/S Soffer/Sinnott to approve as recommended in staff report, 7-0.**
2. Use Permit/Cynthia Beeger/1543 Laurel Place: Request for a use permit to construct a first floor addition to an existing legal, nonconforming residence to exceed 50% of the replacement cost of the structure within a 12-month period. **COMMISSION ACTION: M/S Fergusson/Soffer to approve as recommended in the staff report, 7-0.**

Use Permit/Ryk Lesser/ 1981 Menalto Avenue: Request for a use permit to construct a new two-story second unit with access from the alley on a property that is zoned R-2 (Low Density Apartment) and is substandard in regard to lot width. **COMMISSION ACTION: M/S Halleck/Sinnott (4-3, Commissioners Pagee, Bims, Fergusson opposed) to continue the application for redesign with direction to include the considerations presented in "Option One" of the staff report recommendation and the following:**

- **Preparation of preliminary grading and drainage plan;**
- **Alternatives to limit the amount of impervious surfaces;**
- **Preparation of a construction staging plan to address storage of construction materials and parking of construction and workers vehicles; and**
- **Landscape screening to address issues of privacy and views from adjacent properties to the sides and rear (as part of the recommended landscape plan).**

The applicant shall prepare and present conceptual plans that incorporate the recommended changes to the proposal to the Planning Commission at a future study meeting. The conceptual plans should include preparation of alternative designs, including, but not limited to, a one-story residential unit.

3. **Use Permit and Architectural Control/Fred Strathdee/531 Pierce Road:** Request for a use permit and architectural control review to allow for the demolition of an existing single-story building and the construction of an addition to an existing church, resulting in no net change in square footage on the site, and a use permit to maintain an existing four foot fence located in the required 35-foot sight visibility triangle where a maximum height of three feet is required. **COMMISSION ACTION: M/S Fry/Soffer to approve as recommended in the staff report, 7-0.**

C. STUDY SESSION

1. **Use Permit and Architectural Control/Kenneth Namimatsu for HKN, II, LLC/8 Homewood Place:** Request for a use permit and architectural control to convert an existing 21,139-square-foot office building from general office use to medical office use in the C-1 (Administrative and Professional, Restrictive) zoning district. **COMMISSION DISCUSSION: Commissioners expressed general support for the proposed medical office use of the existing building based on the applicant's description of the rising demand for new medical offices and the poor economic viability of alternative uses, such as housing. Commissioners provided individual comments to the applicant on the proposed project. Comments covered the following topics:**
 - Concern about the number of development projects proposed in the Linfield/Middlefield area, including the proposed housing project at 110 and 175 Linfield and potential project at 321 Middlefield Road (Allstate Building) to convert from general office to medical office, and the need to take a broader look at a plan for the commercial and residential uses in the neighborhood;
 - Need for additional information regarding the impact of the project on traffic in the neighborhood and the overall increase of traffic in the area throughout the day;
 - Need for adequate parking to support the proposed use and not to create additional impacts on parking for the adjacent uses, including residential uses and the United States Geological Survey (USGS).
 - Interest in considering alternatives for changes to the cul-de-sac of Homewood Place that will not negatively impact the USGS;
 - Consideration of the opportunity to reduce the width of Linfield Avenue as projects are being proposed;
 - Consideration of potential impacts of commercial use adjacent to new and existing residential uses; and
 - Need for the applicant to conduct additional outreach to the neighborhood.

D. REGULAR BUSINESS

1. Consideration of the minutes of the September 22, 2003 Planning Commission meeting.
2. Consideration of the minutes of the October 18, 2003 Planning Commission meeting.

COMMISSION ACTION ON E.1. AND E.2: M/S Fry/Sinnott to approve as submitted, 6-0-1 (Commissioner Fergusson abstaining).

F. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

1. Review of upcoming City Council Agenda pertaining to planning projects

ADJOURNMENT 11:15 p.m.

Future Planning Commission Meeting Schedule

Study Meeting	April 26, 2004
Regular Meeting	May 3, 2004
Regular Meeting	May 17, 2004
Study Meeting	May 24, 2004
Regular Meeting	June 7, 2004
Regular Meeting	June 21, 2004
Study Meeting	June 28, 2004

Special meeting location
110 Terminal Avenue
Menlo Park Senior Center