



PLANNING COMMISSION ACTIONS

Regular Meeting

June 7, 2004

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:01 p.m.

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

INTRODUCTION OF STAFF – Cramer, Thompson

A. PUBLIC COMMENTS - None

B. CONSENT - None

C. PUBLIC HEARING

1. **Architectural Control/Bob Lockrem/3 Carriage Court:** Request for architectural control approval for exterior alterations to an existing townhouse to enclose an existing balcony with a solarium. **COMMISSION ACTION: M/S Fry /Fergusson to approve as recommended in the staff report, 7-0.**
2. **Use Permit, Variance, and Tentative Parcel Map/Steve Simpson/1015 Florence Lane:** Request for a use permit to construct two new residences on a property that is substandard in regard to lot width and lot area, a variance for both residences to encroach into the 20-foot required separation distance between buildings located to both the left and the right sides of the subject property, and a tentative parcel map to make the two new residential units into condominium units. **COMMISSION ACTION: M/S Fry/Sinnott to approve as recommended in the staff report, 7-0.**
3. **Use Permit Revision/Larry Fang/71 Bay Road:** Request for a use permit revision to modify previously approved plans for a church expansion in order to delete paved parking within the Hetch-Hetchy right-of-way at the front of the property from the approved plans. **COMMISSION ACTION: M/S Soffer/Pagee to approve as recommended in the staff report, 7-0.**
4. **Use Permit/Jennifer Duong/611 Menlo Avenue:** Request for a use permit to allow massage use at a new personal service establishment located in the C4 (El Camino Real) zoning district. **COMMISSION ACTION: M/S Fergusson/Sinnott to deny the project and make the following findings (6-0-1, with Commissioner Soffer recused):**
 1. Adopt a finding that the project is categorically exempt under Class 1 of the current State CEQA Guidelines.
 2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that based on previous complaints on uses in the building related to massage and the potential negative impacts of a new massage use on the surrounding properties, the proposed use will be detrimental to the health, safety, morals, comfort, and

general welfare of the persons residing or working in the neighborhood of such proposed use, and will be injurious or detrimental to property and improvements in the neighborhood or the general welfare of the City.

3. Deny the use permit request.

5. **Variance/Susan Haviland/30 La Loma Drive:** Request for a variance for a ground floor and second floor addition that would encroach 9.5 feet into the required 20-foot rear setback, and a variance to encroach 4 feet, 8 inches into the required 10-foot separation distance between the main dwelling unit and a detached structure. **COMMISSION ACTION: M/S Fry/ Pagee to continue the project for redesign (6-1, with Commissioner Sinnott opposed) with direction to the applicant to:**

- **Work with the neighbors to the rear on developing changes to the plans;**
- **Construct story poles to allow the neighbors to visualize the impact of the proposed structure;**
- **Consider changing the size or placement of the windows on the North and Northeast elevations to mitigate privacy impacts;**
- **Consider alternative second floor designs that may include relocating the garage; and**
- **Develop a landscape plan that includes the addition of new evergreen trees along the rear property line to mitigate privacy impacts to the neighbors.**

D. REGULAR BUSINESS

1. Consideration of the minutes of the December 1, 2003 Planning Commission meeting. **COMMISSION ACTION: M/S Fry/Halleck to approve as presented, 7-0.**
2. Consideration of the minutes of the December 15, 2003 Planning Commission meeting. **Minutes will be considered on the June 21, 2004 meeting.**
3. Consideration of the draft excerpts of the May 3, 2004 Planning Commission meeting for 125 Sharon Park Drive and for 1400 El Camino Real. **COMMISSION ACTION: M/S Fry/Halleck to approve as presented with the following change (6-0-1, with Commissioner Soffer abstaining):**

- **Page 4, Line 42: Change “Chair Fry” to “Commissioner Fry”**

E. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

- Review of upcoming City Council meetings pertaining to planning projects.
- Chair Halleck asked that a discussion of “excused” and “unexcused” absences be added to a future agenda.

ADJOURNMENT 10:25 p.m.

Future Planning Commission Meeting Schedule

Regular Meeting	June 21, 2004
Study Meeting	June 28, 2004
Regular Meeting	July 12, 2004
Regular Meeting	July 26, 2004
Regular Meeting	August 9, 2004
Regular Meeting	August 23, 2004
Study Meeting	August 30, 2004