



PLANNING COMMISSION ACTIONS

Regular Meeting

July 12, 2004

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:04 p.m.

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

INTRODUCTION OF STAFF – Cramer, O'Connell

A. PUBLIC COMMENTS - None

B. CONSENT - None

C. PUBLIC HEARING

1. **Use Permit and Variance/Greg Bettencourt/668 Partridge Avenue:** Request for a use permit to construct a new dwelling unit on a lot that is substandard in regard to lot width and variances to allow the reconstructed rear dwelling unit to encroach 10 feet into the required 20 foot rear setback and six inches into the required five-foot left side setback and to allow an attached reconstructed garage and required parking to encroach two-feet into the required five-foot left side yard setback. **COMMISSION ACTION: M/S Fergusson/Halleck to approve as presented with the following conditions (5-0 with Commissioner Sinnott recused):**
 - Prior to building permit issuance, the applicant shall submit revised plans to show landscape screening at the rear of the property as described in attachment G7 in the staff report subject to review and approval by the Planning Division;
 - Prior to the issuance of the demolition permit, the applicant shall submit a dust screening plan for adjacent properties in the vicinity of new construction for review and approval by the Building Division. The plan shall specify the location and timeframe for installation and removal upon completion of construction.
 - Prior to building permit issuance, the applicant shall submit revised plans to include the construction of fire sprinklers for the new rear unit, subject to the review and approval of the Building Division; and
 - The applicant shall submit revised plans to ensure that the carport complies with required minimum covered parking dimensions or the carport can be eliminated resulting in a conforming uncovered space. The plans shall be subject to review and approval by the Planning Division.
2. **Use Permit/Ivy Franco/1339 Carlton Avenue:** Request for a use permit for a first floor addition to an existing single-family residence on a lot that is substandard with regard to lot width and lot area. **COMMISSION ACTION: M/S Halleck/Fry to approve as recommended in the staff report, 6-0.**

3. **Use Permit/Kim LeMieux for ADCON Builders, Inc./415 Laurel Avenue:** Request for a use permit for the demolition of an existing single-family residence and the construction of a new, two-story residence on a lot that is substandard with regard to lot width. **COMMISSION ACTION: M/S Fry/Soffer to approve as recommended in the staff report with the following conditions:**
 - Prior to building permit issuance, the applicant shall submit revised plans showing that the finished floor level shall be no more than one foot above the lowest adjacent grade or at the Base Flood Elevation identified in the Elevation Certificate dated May 18, 2004. The plans shall be subject to review and approval by the Planning and Building Divisions; and
 - Prior to building permit issuance, the applicant shall submit revised plans indicating that the windows shall be true-divided light or simulated true-divided light, subject to review and approval by the Planning Division.
4. **Use Permit/Alaris Group, for Cingular Wireless/2882 Sand Hill Road:** Request for a use permit for a new cellular antenna facility, including the installation of four new equipment cabinets within a rooftop penthouse of an existing building and two new panel antennas mounted to the exterior of the penthouse. **COMMISSION ACTION: M/S Fergusson/Sinnott to approve as recommended in the staff report, 6-0.**
5. **Use Permit/Neville Bonwit/925 Hamilton Avenue:** Request for a use permit for the use and storage of hazardous materials in association with a light industrial company located in the M-2 Zoning District. **COMMISSION ACTION: M/S Sinnott/Pagee to approve as recommended in the staff report, 6-0.**

D. STUDY ITEM

1. **Use Permit/Art Martin/1981 Menalto:** Request for a use permit to construct a new two story second residential 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. **The Commission reviewed the revised project plans and discussed concerns related to the project. In general, the Commission thought that the design of the building was an improvement from the previous design, and that the applicant addressed privacy impacts from the second floor windows well. The Commission did not reach a consensus on the appropriateness of a two-story residence with alley access from the rear in the R-2 Low-Density Apartment District. The Commission concerns focused on the proposed building size and location, alley access, neighborhood support, and compatibility with the existing front unit.**

E. REGULAR BUSINESS

1. Consideration of the minutes of the February 9, 2004 Planning Commission meeting. **The Commission continued its review of the minutes to the July 26, 2004 meeting.**
2. Consideration of the draft excerpts of the April 19, 2004 Planning Commission meeting for 1981 Menalto Avenue. **COMMISSION ACTION: M/S Pagee/Fry to approve as submitted, 6-0.**

F. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

- Review of draft summary of the discussion of downtown commercial uses by the Planning Commission on June 28, 2004. **Commissioner Soffer was going to revise the summary as per the Commission's discussion.**

- Review of draft summary of the discussion of medical office use by the Planning Commission on June 28, 2004. **Commissioner Fry was going to revise the summary as per the Commission's discussion.**
- Review of upcoming planning items on the City Council agenda.
- **Chair Halleck announced to the Commission that he was resigning effective after the meeting. He indicated that he would be contacting the City Clerk and the Mayor the following day. The Commission asked to agendaize the selection of a new Planning Commission Chair and Vice Chair at the next meeting.**

ADJOURNMENT 10: 52 p.m.

Future Planning Commission Meeting Schedule

Regular Meeting	July 26, 2004
Regular Meeting	August 9, 2004
Regular Meeting	August 23, 2004
Study Meeting	August 30, 2004
Regular Meeting	September 13, 2004
Regular Meeting	September 27, 2004
Regular Meeting	October 11, 2004
Regular Meeting	October 25, 2004