



PLANNING COMMISSION ACTIONS

Regular Meeting
August 9, 2004
7:00 p.m.

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

CALL TO ORDER – 7:02 p.m.

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

INTRODUCTION OF STAFF – Cramer, Thompson

A. PUBLIC COMMENTS - None

B. CONSENT - None

C. PUBLIC HEARING

1. **Use Permit/Art Martin/1981 Menalto Avenue:** 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. ***Continued to a future meeting at the request of the applicant.***
2. **Use Permit/Bay Area Sunrooms, Inc./650 Middle Avenue:** Request for a use permit for a ground floor addition to an existing residence on a lot that is less than 5,000 square feet in size. **COMMISSION ACTION: M/S Pagee/Bims to approve as recommended in the staff report with a modification to eliminate condition “g” (5-0).**
3. **Use Permit/ Lori and Dennis Plante/1056 Berkeley Avenue:** Request for a use permit for a ground floor addition on a lot that is substandard in regard to lot width, as well as to an existing single-story residence that is legal but nonconforming in regard to a left side setback. **COMMISSION ACTION: M/S Fergusson/Fry to approve as recommend in the staff report with the following modifications to condition “h”(5-0):**
 - Prior to building permit issuance; the applicant shall have the option to submit revised plans to address alternative parking and garage options to accommodate for the property subject to the review and approval of the Planning, Transportation, and Building Divisions. The options shall include, but are not limited to, the following:
 - (1) Allow the current nonconforming parking of one covered space to continue;
 - (2) Install a two-car garage door, even though the space may not be fully accessible as a two car-garage;
 - (3) Depending on input from the Transportation Division on maneuverability around the tree to access the second garage space, relocate the garage back approximately three feet from the tree and/or move the rear garage wall further back to the right side setback to allow for a garage space that meets the minimum interior dimensions of 20 feet by 20 feet; or
 - (4) Identify the area between the Oak and Spruce trees on the right side of the property garage as an uncovered parking space as long as the space can

accommodate an uncovered parking space in regard to required dimensions, location and no potential damage to the trees. If this space is suitable, an arborist report shall evaluate the potential impact of paving and parking on the trees. The report shall be subject to review and approval of the Planning Division.

4. **Tentative Parcel Map and Use Permit/Serena Kubiak/771 Cambridge Avenue:** Request for a tentative parcel map to convert two residential units into two condominium units on a property that is zoned R-2 (Low Density Apartment) and a use permit for remodeling to the two existing legal nonconforming structures to exceed 50 percent of the replacement cost of the structures within a 12-month period. **COMMISSION ACTION: M/S Fry/Bims to approve as recommended in the staff report with the following additional conditions (5-0):**
 - h. Prior to building permit issuance, the applicant shall submit revised plans that maintain four parking spaces, two spaces per unit, such that one uncovered space is allowed in the front yard setback with landscape screening. The revised plans shall be subject to review and approval by the Planning Division.
 - i. The applicant shall have the flexibility to change the roof design of the rear unit to have a roof pitch that matches the front unit, as long as the new roof design does not result in an increase in floor area limit. The new roof plans shall be subject to review and approval of the Planning Division.
5. **Use Permit/Steele and Charlotte Harris/1011 Windermere Ave:** Request for a use permit to construct first and second story additions to an existing single-story residence on a parcel that is substandard in regard to lot width. **COMMISSION ACTION: M/S Pagee/Soffer to approve as recommended in the staff report with the following direction to the applicant (5-0):**
 - The applicant shall be encouraged to include a trellis and/or additional landscape screening on the south side of the residence along the driveway to break up the long wall.
6. **Use Permit/DES Architects/1505 Adams Drive:** Request for a use permit for the use and storage of hazardous materials in association with a biotechnology company located in the M-2 (General Industrial) zoning district. **COMMISSION ACTION: M/S Fry/Pagee to approve as recommended in the staff report (5-0).**

D. REGULAR BUSINESS

1. Consideration of the minutes of the March 22, 2004 Planning Commission meeting. **COMMISSION ACTION: M/S Fergusson/Pagee to approve with the following modifications (4-0-1 with Commissioner Bims abstaining):**
 - Page 2, line 46: Change “rescinded” to “suspended”
 - Page 14, line 23: Change “church” to “meeting”
2. Consideration of the minutes of the April 5, 2004 Planning Commission meeting. **COMMISSION ACTION: M/S Soffer/Fergusson to approve with the following change (4-0-1 with Commissioner Fry abstaining):**
 - Page 4, line 28: Change “Bim” to “Bims”

F. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

- Review of upcoming planning items on the City Council agenda.

ADJOURNMENT 9:41 p.m.

Future Planning Commission Meeting Schedule

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
Regular Meeting	November 8, 2004
Regular Meeting	November 22, 2004