



## PLANNING COMMISSION AGENDA

Regular Meeting  
October 25, 2004  
7:00 p.m.

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

---

Teleconference with participation by Commissioner Bims from  
Mandarin Oriental Hotel  
330 Maryland Avenue SW,  
Washington, DC 20004  
(Posted October 25, 2004)

---

**CALL TO ORDER – 7:04 p.m.**

**ROLL CALL** – Bims ([arrived at 7:25; participated by teleconference](#)), Deziel, Fergusson (Vice-chair), Henry, Keith, Pagee (Chair), Sinnott

**INTRODUCTION OF STAFF** – Cramer, O’Connell, McClure, Thompson

**A. PUBLIC COMMENTS - None**

**B. CONSENT CALENDAR - None**

**C. PUBLIC HEARINGS**

1. [Use Permit/Art Martin/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 Keith/Sinnott to approve as proposed per option two in the staff report, 5-2 (Commissioners Pagee and Fergusson opposed).
2. [Use Permit/Ana Williamson/772 Cotton Street](#): Request for a use permit for the construction of a new single-story residence with a basement and a detached one-car garage on a property that is substandard in regard to lot width. **COMMISSION ACTION:** M/S Fergusson/Sinnott to approve with the additional condition that prior to building permit issuance, the applicant shall submit revised plans to eliminate the bathroom from the detached garage. The plans shall be subject to review and approval by the Building Division. If a bathroom is added to the detached garage, the project shall return to the Planning Commission for review, 7-0.
3. [Use Permit/Laura and Andy Missan/400 Santa Monica Avenue](#): Request for a use permit to maintain existing non-conforming fences exceeding the four-foot height limit allowed within the front setback and the three-foot height limit allowed within the 35-foot sight visibility triangle on the property. **COMMISSION ACTION:** M/S Sinnott/Bims to approve as proposed in the staff report with the additional condition to limit the height of the fence along Santa Monica Avenue to the height of the existing fence, approximately five feet nine inches, 6-1 (Commissioner Deziel opposed).

4. **Conditional Development Permit Revision, Architectural Control, and Environmental Review/SRI International/333 Ravenswood Avenue:** Request for a revision to the existing Conditional Development Permit to reduce the minimum required setbacks from exterior property lines from 60 feet to 20 feet in the portion of the campus where Buildings S, T, and U are located and architectural control review to construct additions to Building T totaling approximately 27,489 square feet. The proposed project includes requests for the removal of approximately 17 heritage trees and requires the preparation of a Mitigated Negative Declaration. **COMMISSION ACTION:** M/S Fergusson/Sinnott to recommend approval to the City Council with the following change to condition "i"(6-0, Commissioner Deziel recused):

- Prior to building permit issuance, the project sponsor shall work with staff to address the issue of storm water drainage from the SRI property onto the USGS property. The project sponsor shall submit a hydrology report for review and approval by the Engineering Division.

#### **D. REGULAR BUSINESS**

1. Consideration of excerpts from the minutes for the September 13, 2004 Planning Commission meeting on the State Housing Density Bonus and Incentives Zoning Ordinance Amendment. (Continued from October 11, 2004) **COMMISSION ACTION:** M/S Fergusson/Keith to approve with the following modifications (7-0):
  - Page 2, line 40: Delete "said the intent of item "b" was to establish consistency with the State law.";
  - Page 3, line 8: Change "14" to "15";
  - Page 3, line 45: Add "would be" after "units";
  - Page 5, line 17; Add "a developer would" after "reason" and "to sell" after "elect";
  - Page 5, line 17: Delete "that were under" and replace with "below"; and
  - Page 5, line 17: Change "households" to "levels".
2. Consideration of excerpts from the minutes for the September 27, 2004 Planning Commission meeting on the Repeal of Chapter 16.69, Required Artwork for New Commercial, Industrial, and Municipal Construction. **COMMISSION ACTION:** M/S Fergusson/Keith to approve with the following modifications (7-0):
  - Page 3, line 8: Delete "fund" and replace with "trigger a requirement for";
  - Page 4, line 32: Delete "figure" and replace with "trigger requirement";
  - Page 5, lines 38-42: Move two sentences beginning with "He said" and ending with "\$4,000" to line 39 after "fee."
  - Page 5, line 35: Change "guidelines" to "Guidelines";
  - Page 5, line 35: Change "in lieu" to "ordinance";
  - Page 5, line 37: Delete "as the methods for spending the in lieu fees";
  - Page 5, line 38: Add "spending" after "developed for";
  - Page 6, line 23: Change "with" to "without";
  - Page 6, line 35: Add "is the approving body to decide how the funds are raised" after "Council";
  - Page 7, line 6: Change "project" to "Projects and ordinance changes"; and
  - Page 7, line 7: Add "A mailing would have been reasonable in that case." after "residents."

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

- Summary of grade separation discussion- Commissioner Pagee reported on the grade separation correspondence by Commissioner Deziel and on the presentation to City Council and indicated that the Commission would continue to follow the project.

- Summary of study meeting on alleys in the Willows neighborhood- [The Commission reiterated that they would like to review the issue of the alleys at its upcoming Project Priorities meeting.](#)
- Review of upcoming planning items on the City Council agenda.

**ADJOURNMENT 11:27 p.m.**

**Future Planning Commission Meeting Schedule**

Regular Meeting	November 8, 2004
Regular Meeting	November 15, 2004- cancelled
Regular Meeting	December 6, 2004
Regular Meeting	December 13, 2004