



PLANNING COMMISSION ACTIONS

Regular Meeting
December 13, 2004
7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

Teleconference with participation by Commissioner Keith from
1239 W Georgia #3101
Vancouver, BC
VCE 4R8
(Posted December 13, 2004)

CALL TO ORDER – 7:05 p.m.

ROLL CALL – Bims, Deziel, Henry, Keith ([via teleconference](#)), Pagee (Chair), Sinnott

INTRODUCTION OF STAFF – Cramer, O'Connell, Thompson

A. PUBLIC COMMENTS - None

B. CONSENT CALENDAR

1. [Architectural Control/Klaus Kramer/45 Hallmark Circle](#): Request for architectural control approval to construct an expansion to an existing deck. **COMMISSION ACTION:** M/S Sinnott/Keith to approve as recommended in the staff report, 6-0.

C. PUBLIC HEARINGS

1. [Use Permit/Polly Osborne, AIA/119 Laurel Avenue](#): Request for a use permit to demolish an existing single-story residence and construct a new single residence on a lot that is substandard in regard to lot width. **COMMISSION ACTION:** M/S Sinnott/Bims to approve as recommended in the staff report, 6-0.
2. [Variance/James Rogers and Judy Font/124 Felton Drive](#): Request for a variance to encroach three feet into the required ten-foot separation between the main building and an existing detached carport. **COMMISSION ACTION:** M/S Bims/Pagee to approve as recommended in the staff report, 6-0.
3. [Use Permit/Valerie Rosenblatt/ 160 Constitution Drive Suite B](#): Request for a use permit for a private recreational use for a fencing club in the M-2 General Industrial zoning district. **COMMISSION ACTION:** In summary, the Commission approved the project with the following changes to the conditions (6-0):
 - Change condition "e" to state "If the actual number of parking spaces on the property at 160 Constitution is less than 53 spaces, then the applicant shall submit a parking agreement within 90 days of the project approval. The parking agreement shall be made with an adjacent property owner within ¼ mile of the subject property that allows

the fencing club to use parking on an adjacent commercial property when the business is closed or where there is parking in excess of Zoning Ordinance requirements is available. The agreement shall be subject to review and approval of the Planning Division.”

- Change condition “f” to state “A parking monitoring report shall be submitted to the Community Development Director within ten days of the end of four months of use of the fencing facilities. The applicant shall indicate in writing to the City the initial date at which the facilities are used for fencing activities. The contents of the report shall include information describing whether the available on-site parking and leased peak-hour off-site parking adequately meets the parking demand generated by the facility. If the monitoring report demonstrates that the parking is inadequate, the applicants shall submit an alternative parking plan for the facility for review and approval by the Community Development Director. The Community Development Director shall review any complaints received by the City regarding off-site parking. The Community Development Director shall work with the facility to try to resolve such complaints, when possible. The Community Development Director shall have the discretion to bring such complaints to the Planning Commission for review. The applicants shall be responsible for all City-incurred costs for monitoring and enforcement.”

D. REGULAR BUSINESS - None

E. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

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

ADJOURNMENT 8:02 p.m.

Future Planning Commission Meeting Schedule

City Offices Closed for Holiday - December 20-24, 2004

Regular Meeting	January 10, 2005
Regular Meeting	January 24, 2005
Study Meeting	January 31, 2005
Regular Meeting	February 7, 2005
Regular Meeting	February 28, 2005