



## PLANNING COMMISSION ACTIONS

Regular Meeting  
February 7, 2005  
7:00 p.m.

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

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**CALL TO ORDER** – 7:00 p.m.

**ROLL CALL** – Bims (Vice-chair), Deziel, Henry, Keith, Pagee (Chair), Riggs, Sinnott (left at 9:30 p.m.)

**INTRODUCTION OF STAFF** – Chow, Cramer, Thompson

**A. PUBLIC COMMENTS - NONE**

**B. CONSENT CALENDAR - None**

**C. PUBLIC HEARINGS**

1. **Use Permit/Nancy Travers/1335 Hillview Place:** Request for a use permit for additions and remodeling to an existing legal, nonconforming residence to exceed 50 percent of the replacement cost of the structure within a 12-month period. **COMMISSION ACTION:** M/S Sinnott/Bims to approve as recommended in the staff report (7-0).
2. **Tentative Parcel Map/Jeffrey Grant/217 O' Connor Street:** Request for a minor subdivision for the creation of two single-family residential parcels where one parcel currently exists. M/S Pagee/Riggs to approve as recommended in the staff report with the additional condition that prior to approval of the final map, the easement area shall be decreased to five feet in depth (4-3 with Commissioners Keith, Riggs, and Deziel opposed). In its approval, the Commission authorized the applicant to work with the Planning and Engineering Divisions on the consideration of the elimination of the easement for curb and sidewalk improvements to be replaced by a valley gutter and asphalt paving to the property line, with the direction to the applicant that a variation from the City standard for street frontage improvements require review and approval of the City Council. If an alternative street frontage improvement that does not meet City standards is pursued by the applicant, the review and approval of the changes by the City Council must be completed prior to recordation of the final map.
3. **Tentative Parcel Map/Samuel H. Wilds/414 O'Connor Street:** Request for a minor subdivision for the creation of two single-family residential parcels where one parcel currently exists. **COMMISSION ACTION:** M/S Sinnott/Pagee M/S Pagee/Riggs to approve as recommended in the staff report (6-1 with Commissioners Keith opposed). In its approval, the Commission authorized the applicant to work with the Planning and Engineering Divisions on the consideration of the elimination of the easement for curb and sidewalk improvements to be replaced by a valley gutter and asphalt paving to the property line consistent with the existing improvements in the right of way, with the direction to the applicant that a variation from the City standard for street frontage improvements require review and approval of the City Council. If an alternative street frontage improvement that does not meet City standards is pursued by the applicant, the review and approval of the changes by the City Council must be completed prior to recordation of the final map.

4. Use Permit/Eric Kinney/217 Marmona Drive: Request for a use permit to construct additional square footage to the ground floor and add a new second story to an existing one-story single-family residence on a parcel that is substandard in regard to lot width and lot area.  
**COMMISSION ACTION:** M/S Riggs/Keith to approve as recommended in the staff report with the elimination of condition "h" (7-0).
5. **Revision to a Conditional Development Permit and Architectural Control/B.H. Bocook/525-545 Middlefield Road:** Request for a revision to a Conditional Development Permit and architectural control approval to construct a new one-story 3,100-square-foot office building and site improvements. *Continued to the next regular meeting of February 28, 2005 at the request of the applicant.*

**D. REGULAR BUSINESS - None**

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

- Discussion of Daylight Plane and Shadow Studies  
The Commission discussed a proposal by Commissioner Deziel to consider a new tool for review of applications for residential development that considers access to sunlight. No action was taken.
- Role of Planning Commission in Project Priorities Process  
Chair Pagee and Vice Chair Bims will be attending the February 15, 2005 City Council meeting to present the Commission's list of project priorities.
- Review of upcoming planning items on the City Council agenda.

**ADJOURNMENT**

**Future Planning Commission Meeting Schedule**

Regular Meeting	February 28, 2005
Regular Meeting	March 14, 2005
Regular Meeting	March 28, 2005
Regular Meeting	April 11, 2005
Regular Meeting	April 25, 2005
Regular Meeting	May 9, 2005
Regular Meeting	May 23, 2005