



PLANNING COMMISSION ACTIONS

Regular Meeting

April 25, 2005

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:03 p.m.

ROLL CALL – Bims (Vice-chair), Deziel, Henry, Keith, Pagee (Chair), Riggs, Sinnott

INTRODUCTION OF STAFF – Chow, Cramer, Heineck, Thompson

A. PUBLIC COMMENTS - None

B. REGULAR BUSINESS

1. [2005-2006 Capital Improvement Program/General Plan Consistency](#): Consideration of consistency of the 2005-2006 Capital Improvement Program with the General Plan. **COMMISSION ACTION:** M/S Sinnott/Keith to approve as recommended in the staff report, 7-0.
2. [Use Permit/Luis Vazquez/3665 Haven Avenue](#): Request for a temporary use permit to allow a wholesale mulch business with outside storage of the mulch supply at 3665 Haven Avenue in the M-2 (General Industrial) zoning district. **COMMISSION ACTION:** M/S Riggs/Henry to approve with a modification to condition “c” as follows: “The applicant shall submit a plan for dust control subject to the review and approval of the Building Division. Ventilating tarps shall be used to cover the mulch and stakes shall be used to secure the tarp overnight. The mulch shall also be watered as necessary on dry days,” 7-0.

C. PUBLIC HEARINGS

1. [Use Permit/Gregg and Karinne Collinsworth/1797 Oakdell Drive](#): Request for a use permit for a ground floor addition and construction of a new second story to an existing legal nonconforming, single-family residence to exceed 50 percent of the replacement cost of the structure and a variance to allow for a left side setback of nine feet, 10 inches where a minimum of 10 feet is required in association with a change in the roof line. **COMMISSION ACTION:** M/S Deziel/Bims to approve as recommended in the staff report, 7-0.
2. [Use Permit and Variance/Glen Dodds & Associates/1330 Middle Avenue](#): Request for a use permit to construct an addition to an existing legal nonconforming one-story single-family residence that will exceed 50 percent of the replacement cost of the structure within a 12-month period and a request for a variance to encroach 4 feet, 4 inches into the side yard for an addition to the front of the house and to encroach 1 foot into the side yard for an addition to the rear bedroom where a 10-foot side setback is required in the R-1-S (single-family suburban residential) zoning district. **COMMISSION ACTION:** M/S Deziel/Keith to approve as recommended in the staff report, 6-0 (with Commissioner Sinnott recused).
3. [Zoning Ordinance Amendment and Negative Declaration/City of Menlo Park](#): Consideration of proposed changes to the Zoning Ordinance for single-story, single-family residential

development in the R-E (Residential Estate), R-E-S (Residential Estate Suburban), R-1-S (Single-Family Suburban), R-1-S (FG) (Single-Family Suburban Felton Gables), and R-1-U (Single-Family Urban) zoning districts, including the following:

1. Eliminate the use permit requirement for single-story development on lots with a minimum of 5,000 square feet;
2. Increase or eliminate the minimum lot coverage requirement for single-story development;
3. Add a permeable surface minimum requirement for single-story development; and
4. Increase the amount of new work on an existing, legal, nonconforming, single-story residence.

A Negative Declaration will be reviewed with the proposed amendments.

COMMISSION ACTION: The Commission took the following actions:

- M/S Deziel/Bims to recommend approval of the Negative Declaration; 5-2 with Keith and Pagee opposed.
- M/S Deziel/Keith to recommend approval of the following sections of the draft ordinance amendment: Section 1 related to changes in definitions; Section 6 related to development on substandard lots; Section 7 related to legal nonconforming structures; and Section 8 related to the deletion of the chapter on nonconforming families; 6-1 with Pagee opposed. This action was later amended.
- M/S Deziel/Sinnott to recommend deletion of the proposed permeable surface requirement in Sections 2, 3, 4, and 5 of the draft ordinance amendment; 6-1 with Keith opposed. The Commission further recommended that the City Council consider discussing whether to address permeable surface issues specifically related to front yard aesthetics.
- M/S Riggs/Keith to recommend modification of Sections 2, 3, 4, and 5 of the draft ordinance amendment to include a new daylight plane requirement of 12 feet, 6 inches in height at a 45 degree angle in the R-1-U and R-1-S districts for single-story residences located on substandard lots, excluding the R-1-S (FG) district); 7-0.
- M/S Riggs/Sinnott to recommend modification of Sections 2, 3, 4, and 5 of the draft ordinance amendment to establish a 40% lot coverage requirement for single-story residences located on substandard lots with less than 7,000 square feet of area and retain the existing lot coverage requirements (30% in the R-E and R-E-S districts and 35% in the R-1-S and R-1-U districts) for substandard lots with 7,000 square feet or more in area; 6-1 with Deziel opposed.
- M/S Riggs/Deziel to recommend modification of Sections 2, 3, 4, 5, and 6 of the draft ordinance amendment and other sections of the Zoning Ordinance as may be necessary to establish an administrative review process for single-story residences on a substandard lot subject to notification to contiguous neighbors (defined as any property directly abutting any portion of a property on which a development project is proposed, but not including properties located across the street) with the right of appeal to the Planning Commission by the contiguous neighbors within 10 days of the notice, 7-0. This action amended a previous motion.
- M/S Riggs/Keith to recommend modification of Sections 2, 3, 4, 5, and 6 of the draft ordinance amendment and other sections of the Zoning Ordinance as may be necessary to establish a requirement for a use permit for development on properties that abut an alley and use the alley for vehicular access; 7-0.

4. **Use Permit and Architectural Control/RHL Design Group, Inc./1100 El Camino Real:** Request for a use permit for structural alterations to the existing building located in the C-4

General Commercial District applicable to El Camino Real and architectural control for exterior modifications. ***Continued to a future meeting date at the request of the applicant.***

D. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

- Discussion of Memo dated April 11, 2005 from Commissioner Deziel on Changes to C-3 (Central Commercial) zoning district parking requirements. [Continued to a future meeting.](#)
- Review of upcoming planning items on the City Council agenda.

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	May 9, 2005
Regular Meeting	May 23, 2005
Regular Meeting	June 6, 2005
Regular Meeting	June 20, 2005
Regular Meeting	July 11, 2005
Regular Meeting	July 25, 2005