



## PLANNING COMMISSION ACTIONS

Regular Meeting

July 11, 2005

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

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**CALL TO ORDER** – 7:01 p.m.

**ROLL CALL** – Bims (Vice-chair), Deziel ([arrived at 7:04 p.m.](#)), Henry, Keith ([arrived at 7:04 p.m.](#)), Pagee (Chair), Riggs ([arrived at 7:07 p.m.](#)), Sinnott

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

### A. PUBLIC COMMENTS

- [David Spear, Menlo Park – Commented on D3 on the agenda.](#)
- [Patti Fry, Menlo Park – Commented on Residential Design](#)

### B. CONSENT CALENDAR –

1. [Request for clarification of use permit approval for the construction of four new homes at 1958 and 1960 Menalto Avenue.](#) Review of substantial compliance of use permit approval for modifications to the project plans with regard to windows and architectural features in association with four new residences at 1958 and 1960 Menalto Avenue. **COMMISSION ACTION:** M/S Sinnott/Bims to approve as recommended, 7-0.

### C. PUBLIC HEARINGS

1. [Use Permit/Tsung Jen Chou/15 La Loma Drive:](#) Request for a use permit to demolish an existing single-story single-family residence and construct a new two-story single-family residence on a lot that is substandard in regard to lot width located in the R-1-S (Single-Family Suburban) zoning district. **COMMISSION ACTION:** M/S Deziel/Riggs to approve with the following additional conditions (7-0):
  - Condition “h”: Prior to issuance of a demolition permit, the applicant shall install a new solid fence along the rear property line. The fence shall be subject to review by the Building Division.
  - Condition “i”: Prior to building permit issuance, the applicant shall submit a landscape plan that indicates the removal of the existing bamboo along the left side property and identifies the size and location of new landscaping that would provide screening to the adjacent neighbors to the left. The proposed landscape screening shall be agreeable to the neighbors to the left. The plan shall be subject to review and approval by the Planning Division. The landscaping shall be installed as per the approved plan prior to final inspection.

2. **Tentative Subdivision Map and Architectural Control/Charles Pick/1050-1060 Pine Street:** Request for a tentative subdivision map to convert six residential units into six condominium units on a property that is located in the R-3 (Apartment District) zoning district and architectural control for minor exterior modifications. **COMMISSION ACTION:** M/S Sinnott/Keith to recommend to the City Council to approve with the following modifications (7-0):
  - Replace condition "j": Prior to recordation of the final map, the project sponsor shall: 1) remove and replace all damaged, cracked, uplifted and depressed curb, gutter, sidewalk and driveway per City standards along the entire property frontage and 2) remove and replace all damaged and cracked street pavement per City standards in the area between the centerline of the street and the top of the gutter along the entire street property frontage. All work shall be in accordance with City standards and shall be identified on the project grading and drainage plan.
  - Add condition "l": Prior to building permit issuance, the plans shall be revised to indicate that all existing windows shall be replaced. Additionally, the plans shall be revised to include new windows, including 1) two new windows on the side elevations of the bedroom in the two rear units to allow for cross ventilation and natural light and 2) two new windows on the second story of the two rear units to coincide with the stair landing area. Plans shall be subject to the review and approval of the Planning Division.
  - Add condition "m": Prior to issuance of the building permit, any replacement of the internal walkway near the oak tree on the left side of the property shall be made of permeable materials or relocated from the tree at an appropriate distance subject to the review and approval of the City Arborist.
3. **Use Permit/Grant Wilson, for Metro PCS/300 Middlefield Road:** Request for a use permit to install a three panel antenna on an existing lattice tower located on the roof top of an existing tower and installation of two equipment cabinets in an existing room on the second floor of the tower. **COMMISSION ACTION:** M/S Sinnott/Keith to continue the item with direction to work with staff on a redesign, 7-0.
4. **Use Permit/Corey Alvin for Nextel Communications/300 Middlefield Road:** Request for a use permit to install eight panel antennas on an existing tower and installation of an approximately 70 square-foot equipment shelter. **COMMISSION ACTION:** M/S Sinnott/Deziel to approve as recommended in the staff report, 6-1 (with Commissioner Kieth opposed). In addition, the Commission made a second motion, Deziel/Keith, to recommend that the Menlo Park Fire District perform a baseline measurement of the radio frequency emissions prior to installation, and that the District perform regular testing of the radio frequency emissions after installation, 5-2 (with Commissioners Riggs and Bims opposed).
5. **Use Permit Revision/Richard Corbari and Paul Alexander/441 El Camino Real:** Request for a use permit revision to eliminate a condition of approval requiring the demolition of an existing warehouse at the rear of the property. **COMMISSION ACTION:** M/S Sinnott/Keith to deny as recommended in the staff report with the modification to #4 that the property owner shall have 90 days to apply for a demolition permit and demolish the warehouse, 7-0.

#### D. REGULAR BUSINESS

1. **Consideration of the minutes of the December 13, 2004 Planning Commission meeting.** **COMMISSION ACTION:** To approve with the following modifications, 6-0-1 (with Commissioner Riggs abstaining):

- Page 2, Line 37: Add “story” between “single” and “residence”
  - Page 6, Line 35: Replace “said that” with “asked”
  - Page 6, Line 35: Replace “needed as proposed” with “if they were aware of”
  - Page 6, Line 36: Change “conditions” to “condition”
  - Page 6, Line 42: Delete ”that if the parking spaces were less than 53 spaces” and replace with “if the number of parking spaces is less than 53”
  - Page 7, Line 8: Change “six” to “four”
2. Consideration of the minutes of the January 10, 2005 Planning Commission meeting.  
**COMMISSION ACTION:** To approve with change to page 24 to insert Meidinger in the black space, 6-0-1 (with Commissioner Riggs abstaining).
  3. Consideration of draft report prepared by Commissioner Deziel on clarification of the record on the Planning Commission’s review and recommendations on changes to the regulations for single-story residential structures in the Zoning Ordinance (continued from June 20, 2005)  
**COMMISSION ACTION:** To forward report with changes to the City Council on the City Council email, 6-1 (with Commissioner Pagee opposed).
  4. Commission discussion of alternatives for communicating with media and Council, including consideration of Planning Commission press release. *To be continued to July 25, 2005 meeting*

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

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

**ADJOURNMENT**

**Future Planning Commission Meeting Schedule**

Regular Meeting	July 25, 2005
Regular Meeting	August 8, 2005
Regular Meeting	August 29, 2005
Regular Meeting	September 12, 2005
Regular Meeting	September 26, 2005
Regular Meeting	October 10, 2005
Regular Meeting	October 24, 2005