



PLANNING COMMISSION ACTIONS

Regular Meeting

January 9, 2006

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

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

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner; Megan Fisher, Assistant Planner; Justin Murphy, Development Services Manager; Thomas Rogers, Assistant Planner

A. PUBLIC COMMENTS - None

B. CONSENT CALENDAR - None

C. PUBLIC HEARINGS

1. **Tentative Parcel Map/John Barton/878-880 Partridge Avenue:** Request for a tentative parcel map to convert two residential dwelling units into two condominium units on one parcel in the R-2 (Low Density Apartment) zoning district. **COMMISSION ACTION:** M/S Sinnott/Keith to approve as recommended in the staff report, 7-0.
2. **Use Permit/Rita Keleta/1040 Henderson Avenue:** Request for a use permit for a single-story addition and remodeling to an existing, nonconforming single-story residence that would exceed 75 percent of the replacement cost of the structure within a 12-month period in the R-1-U (Single-Family Urban) district. **COMMISSION ACTION:** M/S Riggs/Sinnott to approve with the following modifications, 7-0:

Modify condition 4b to read: Prior to building permit issuance, the applicant shall submit a revised floor plan, showing the relocation of the washer and dryer, and the removal of any interior construction within the garage. These revised plans, which may include associated square footage to accommodate the relocated washer and dryer, shall be subject to review and approval of the Planning Division.
3. **Use Permit, Variance, and Architectural Control/Jude Kirik, Pacific Peninsula Architecture/911-919 Fremont Place:** Request for a use permit and architectural control to demolish two four-unit apartment buildings and to construct four townhomes and associated site improvements in the R-3 (Apartment) zoning district. Request for a variance to reduce the distance between buildings on adjacent properties to less than 20 feet in the left and right side yards. **COMMISSION ACTION:** M/S Sinnott/Deziel to approve as recommended in the staff report, 6-0 (with Commissioner Pagee not participating and not in the room due to a potential conflict of interest).

4. **Use Permit Revision and Architectural Control/The Phillips Brooks School/2245 Avy Avenue:** Request for a use permit revision and architectural control review in association with the demolition of two permanent buildings and the removal of four temporary buildings and the new construction of six permanent buildings on the campus located in the PF (Public Facilities) zoning district. **COMMISSION ACTION:** M/S Deziel/Riggs to approve with the following modifications, 7-0:

Modify condition f to read: The existing portable buildings on the site shall be removed at the earlier of implementation of the 2006 use permit revision and architectural control approval, the school leaving or at the expiration of the school's lease on July 31, 2022.

Modify condition i to read: The applicant shall continue to communicate in writing to all parents of students enrolled in the school that no parking is allowed on the north side of Avy Avenue and the first block of Bellair Way. Documentation of the communication shall be submitted to the Planning Division on an annual basis, and the effectiveness of the street parking restriction shall be analyzed by the Transportation Division.

Modify condition q to read: Prior to issuance of the building permit for the temporary portables, the applicant shall submit a revised landscaping and irrigation plan which includes a minimum of 40 24-inch box replacement trees. The landscaping and irrigation plan shall comply with the Water Efficient Landscape Ordinance. The applicant shall install and maintain landscaping and irrigation along Avy Avenue and within the campus per the approved plans. Plantings should include native species, a variety of trees, plants, shrubs, and groundcover. The landscaping and irrigation plan is subject to review and approval of the Planning Division.

Modify condition u to read: Upon completion of construction and prior to occupancy of the new buildings, all temporary project portables shall be removed.

Add condition v: Prior to issuance of a building permit for the temporary portables, the applicant shall submit a construction vehicle parking plan for review and approval of the Planning Division. The plan shall make best efforts to accommodate construction vehicles on-site.

5. **Use Permit Revision/Edward Rubinstein/846 Oak Grove Avenue:** Request for a use permit revision to enclose an existing carport to serve an existing residential unit within a mixed-use project in the R-C (Mixed-Use) district. **COMMISSION ACTION:** M/S Riggs/Pagee to continue the item to allow the applicant to submit a revised proposal that better reflects the intended use of the proposed garage, 6-0 (with Commissioner Sinnott not participating and not in the room due to a potential conflict of interest).
6. **PUE Abandonment/City of Menlo Park/966-1002 Willow Road:** Request for abandonment of a portion of the existing Public Utility Easement along the property located at 966-1002 Willow Road in the vicinity of Bay Road. Commission will review for consistency with the General Plan. **COMMISSION ACTION:** M/S Riggs/Keith to recommend the abandonment to the City Council, 7-0.

D. REGULAR BUSINESS

1. Discussion of potential City Council Project Priorities for Fiscal Year 2006-2007. The Commission considered a list of 16 potential items and ranked them for forwarding to the City Council.

E. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

- Chair and Vice-Chair Selection for Calendar Year 2006 [The Commission selected Commissioner Bims to serve as chair and selected Commissioner Keith to serve as vice-chair.](#)
- Review of Draft Attendance report for 2005 [The Commission agreed with the attendance report as presented.](#)
- Review of upcoming planning items on the City Council agenda.

ADJOURNMENT – 10:50 p.m.

Future Planning Commission Meeting Schedule

Regular Meeting	January 23, 2006
Special Meeting	February 6, 2006
Regular Meeting	February 13, 2006
Regular Meeting	February 27, 2006
Regular Meeting	March 13, 2006
Regular Meeting	March 27, 2006