



PLANNING COMMISSION ACTIONS

January 8, 2007

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:02 p.m.

ROLL CALL – Bims (Chair), Deziel, Keith (Vice-chair), O'Malley, Pagee, Riggs, Sinnott – [All Present](#).

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

A. PUBLIC COMMENTS - None

B. CONSENT - None

C. PUBLIC HEARING

1. [Use Permit and Architectural Control/Henry Riggs/622 Santa Cruz Avenue](#): Request for a use permit and architectural control to demolish an existing, one-story, commercial structure and construct a new, two-story, mixed-use structure in the C-3 (Central Commercial) zoning district. The structure would have a Floor Area Ratio (FAR) greater than 100 percent and a residential unit, both of which require use permit approval by the Planning Commission. ***(Continued from the meeting of December 18, 2006).*** **COMMISSION ACTION:** M/S Pagee/Deziel to approve with the following modification, 6-0 (with Riggs not participating as a Commissioner, but present in the room as the project applicant):

Add condition 5d: Concurrent with the submittal of a complete building permit application, the applicant shall submit revised plans that incorporate a safety device to warn pedestrians when an automobile will be exiting the rear garage, subject to review and approval of the Planning Division. The device shall employ a combination of light and sound.

2. **Use Permit/Stanley F. Nielsen/442 Gilbert Avenue:** Request for a use permit to construct a new two-story, single-family residence on a substandard lot with regard to lot width in the R-1-U (Single Family Urban) zoning district. ***Continued to the meeting of January 22, 2007 at the request of the applicant.***
3. [Use Permit/Stanley F. Nielsen/444 Gilbert Avenue](#): Request for a use permit to construct a new two-story, single-family residence on a substandard lot with regard to lot width in the R-1-U (Single Family Urban) zoning district. **COMMISSION ACTION:** M/S Deziel/Riggs to approve with the following modifications, 7-0:

Add condition 4a: Concurrent with the submittal of a complete building permit application, the applicant shall submit revised plans with a notation that any fence in the area between

the left side property line and the side setback line shall not exceed a height of three feet within the front 20 feet of the property. The intent of this limitation is to enhance the safety of children on the Willow Oaks Park access path. The revised plans shall be subject to review and approval of the Planning Division.

Add condition 4b: Any fence in the area between the left side property line and the side setback line shall be limited to a height of three feet within the front 20 feet of the property. The intent of this limitation is to enhance the safety of children on the Willow Oaks Park access path.

4. **Use Permit/Andrew and Noel Young/503 Concord 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 substandard lot in regard to lot width located in the R-1-U (Single Family Urban) zoning district. **COMMISSION ACTION:** M/S Pagee/Keith to approve with the following modification, 7-0:

Add Condition 4b. Concurrent with the submittal of a building permit application, the applicant shall submit revised plans to include a covered connection between the garage and the main living area while maintaining a minimum 20-foot by 20-foot interior clearance in the garage. The plans shall be subject to review and approval of the Planning Division. The approved plan shall be forwarded to the Planning Commission as an informational item.

5. **Use Permit/William Harris/511 Grace 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 substandard lot with regard to lot depth in the R-1-S (Single Family Suburban) zoning district, and for excavation into a required side yard setback for a light well associated with a basement. **COMMISSION ACTION:** M/S Riggs/Pagee to continue the item to a future meeting with specific design direction, 7-0. The Commission commented on issues including the following:

- The removed heritage oak trees must be replaced with equal replacements sized at 11.5 inches and 10 inches at DBH. One of the trees should be placed in a location that will benefit the neighbors at 521 Grace Drive. The project arborist should provide information regarding appropriate locations and planting times. Construction scheduling should account for the planting and protection of the replacement oak trees prior to the commencement of above ground construction.
- The second story massing should be reduced on the right side.
- A receipt from the tree removal company should be provided to the City.
- The Planning Commission recommends that staff take measures to fine the tree removal company and applicant.
- Consider moving the house forward and to the left, and then reduce the size of the light well.
- Provide a landscape plan.

D. REGULAR BUSINESS

1. Sign Review/Barbara Ford for Grays Paint/717 Oak Grove Avenue: Request for sign approval for a new internally illuminated sign with an illuminated background and a new sign containing the color red. **COMMISSION ACTION:** M/S Keith/Pagee to continue the item to a future meeting with specific design direction, 7-0. The Commission commented on issues including the following:
 - Proportionally reduce the size of the sign to 16 feet wide. The “Gray’s Paint” portion of the sign can remain the same size, but a more prominent color for this portion of the sign should be considered.
 - Add a filter to the white background of the logo cabinet sign.
 - List Menlo Park as the first city.
 - Add a condition to turn off the sign at 8 p.m. every night.

2. Consideration of minutes from the September 18, 2006, Planning Commission meeting. (Continued from the meeting of December 18, 2006) **COMMISSION ACTION:** M/S Unanimous consent to approve with the following modification, 5-0-2 with Keith and O’Malley abstaining:
 - Page 4, 2nd paragraph, 1st sentence: replace the words “twiggy deadwood” with “small ends”.

3. Consideration of minutes from the October 2, 2006, Planning Commission meeting. **COMMISSION ACTION:** M/S Unanimous consent to approve with the following modification, 7-0:
 - Page 5, 7th paragraph, 1st sentence: replace the words “City Counsel” with “City Attorney William McClure”.

4. Consideration of minutes from the November 13, 2006, Planning Commission meeting. **COMMISSION ACTION:** Unanimously decided to continue the item to the meeting of January 22, 2007 due to lack of time, 7-0.

5. Commission discussion of City Council Project Priorities for Fiscal Year 2007-08.

6. Chair and Vice chair selection for 2007. The Commission elected Kirsten Keith as Chair and Lorie Sinnott as Vice Chair.

E. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

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

ADJOURNMENT: 11:30 p.m.

Future Planning Commission Meeting Schedule

Regular Meeting	January 22, 2007
Study Meeting	January 29, 2007
Regular Meeting	February 5, 2007
Regular Meeting	February 26, 2007
Regular Meeting	March 12, 2007
Regular Meeting	March 26, 2007