



PLANNING COMMISSION ACTIONS

May 7, 2007

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

ROLL CALL – Bims ([Absent](#)), Bressler, Deziel, Keith (Chair), O'Malley, Pagee, Riggs

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner, Megan Fisher, Associate Planner, Thomas Rogers, Associate Planner, Lorraine Weiss, Contract Planner

A. PUBLIC COMMENTS - None

B. CONSENT - None

Items on the consent calendar are considered routine in nature, require no further discussion by the Planning Commission, and may be acted on in one motion unless a member of the Planning Commission or staff requests a separate discussion on an item.

C. PUBLIC HEARING

1. [Use Permit and Variance/James M. Sagorac Jr./948 Middle Avenue:](#) Request for a use permit to demolish a single-story, single-family residence and construct two two-story, single-family residences and associated site improvements on a substandard lot with regard to lot width in the R-3 (Apartment) zoning district. Request for variances to allow covered parking to encroach five feet into the side yard setback where ten feet is required, and for uncovered parking spaces to encroach five feet into the ten-foot side yard setback, where parking is not permitted to encroach into a side yard. **COMMISSION ACTION:** [M/S Riggs/Deziel to approve with the following modifications, 6-0:](#)

[Modify Condition 5a:](#) Concurrent with the submittal of a complete building permit application, the applicant shall submit a detailed landscape plan that shows landscape screening for the neighbors at 947-951 Alice Lane and 908 Middle Avenue, and a minimum of three 15-gallon trees on the site with at least one tree planted in front. The plan shall be discussed with the neighbors at 947-951 Alice Lane and 908 Middle Avenue, and is subject to review and approval by the Planning Division.

2. **Use Permit, Architectural Control, and Tentative Subdivision Map/Joe Colonna/1906 El Camino Real**: Request for a use permit, architectural control, and tentative subdivision map to demolish an existing one-story 5,750-square-foot commercial building and construct a new two-story 9,825-square-foot office building for medical/dental use and related site improvements in the C-4 (General Commercial applicable to El Camino Real) zoning district. The application includes a request for a tentative subdivision map to create four commercial condominium airspaces and a request to provide 49 parking spaces in accordance with the use-based guidelines instead of the 59 spaces per the zoning-district-based requirements. Due to the fact that the proposal has changed from five commercial condominiums to four, the Planning Commission actions on the use permit, architectural control and tentative subdivision map will be final unless the decision on the applications is appealed to the City Council. **COMMISSION ACTION:** M/S Deziel/O'Malley to approve with the following modifications, 4-2 with Commissioners Pagee and Bressler opposed:

Modify condition 6d: The applicant shall deed an approximate 20 square foot area at the property corner of El Camino Real and Watkins Avenue to the City of Menlo Park as part of the final map approval or shall offer dedication of this land area as right-of-way to the City of Menlo Park prior to building permit issuance, whichever process comes first. The acceptance of the deed or dedication shall be reviewed by the Menlo Park City Council prior to building permit issuance.

Delete condition 6f: Concurrent with the submittal of a complete building application and prior to building permit issuance, the applicant shall submit revised plans showing a continuous detached sidewalk along the El Camino Real frontage subject to review and approval of the Transportation Division. Associated modifications to the landscaping plan shall be shown and is subject to review and approval of the Planning Division.

Add condition 6l.: Prior to building permit issuance, the applicant is encouraged to work with Allied Waste regarding changing the garbage pick-up hours to occur during business hours and shall provide documentation regarding correspondence with Allied Waste on this issue to the Planning Division for review.

Add condition 6m.: Prior to building permit issuance, the applicant is encouraged to work with Allied Waste to attempt to reduce the size of the trash enclosure footprint and shall provide documentation regarding correspondence with Allied Waste on this issue. Any modifications shall be shown on revised plans subject to review and approval of the Planning Division.

Add condition 6n.: Concurrent with a complete building permit submittal, the applicant shall revise the landscape plan and site plan to include the following: 1) Add trees along El Camino Real between the sidewalk and the front of building #1 at El Camino Real near Watkins Avenue; and 2) Reduce the Watkins Avenue sidewalk width to 4 feet and create a 3.5-foot planting area with trees and shrubs.

3. [Use Permit Revision/June Sohn/846 Oak Grove Ave:](#) Request for a use permit revision to include massage services as part of an existing day spa business in the R-C (Mixed-Use) zoning district. **COMMISSION ACTION:** M/S Riggs/Bressler to approve the item as recommended in the staff report; 6-0.

4. [Use Permit Revision/The Phillips Brooks School/2245 Avy Avenue:](#) Request for a use permit revision for the construction of a permanent emergency vehicle access road from Zachary Court, installation of a trash enclosure, and landscaping modifications, including the removal of three non-heritage trees, associated with the installation of the road. The applicant also requests modifications to an existing condition regarding the timing of the removal of temporary portable buildings prior to occupancy of the new buildings. The requested changes are to the use permit, which was previously approved on January 9, 2006. No other changes to the buildings, conditions or operations of the school are proposed. **COMMISSION ACTION:** M/S Deziel/Bressler to approve the item as recommended in the staff report; 4-2 with Commissioners Keith and O'Malley opposed.

D. REGULAR BUSINESS

1. [Consideration of minutes from the March 26, 2007, Planning Commission meeting.](#)
COMMISSION ACTION: M/S Unanimous consent to approve the minutes as modified; 5-0-1 with Commissioner Bressler abstaining.
 - Page 2, 4th paragraph, 1st sentence – Replace the word "Commission" with the words "applicant to" and delete the words "with the applicant" at the end of the sentence.
 - Page 9, 6th paragraph, 1st line, - .Add the words "did not" after the word "he" and the word "agreed" to "agree".
 - Page 9, 8th paragraph – Change the vote to "2-5 with Commissioners, Bims, Keith, Pagee, O'Malley and Riggs opposed".
 - Page 13, 7th paragraph, 4th line – Replace the word "symbol" with "language".
 - Page 15, 2nd paragraph – After the Motion add the heading "New Business".
 - Page 15, 3rd paragraph, 3rd line – Replace with word "Caltrans" with "Caltrain".
 - Page 15, 3rd paragraph, 16th line – Replace the words "Negative Declaration" with the word "EIR" and replace the word "freight" with the word "heavy".

2. [Consideration of minutes from the April 9, 2007, Planning Commission meeting.](#)
COMMISSION ACTION: M/S Unanimous consent to approve the minutes as modified; 5-0-1 with Commissioner Bressler abstaining.
 - Page 3, 1st paragraph, 5th line – Add the word "failure" after the word "term".
 - Page 3, 2nd paragraph, 1st line – Add the word "seen" after the word "not".

3. Selection of Vice Chair. – Lou Deziel

E. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

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

ADJOURNMENT 11:43 p.m.

Regular Meeting	May 21, 2007
Regular Meeting	June 4, 2007
Regular Meeting	June 18, 2007
Regular Meeting	July 2, 2007
Regular Meeting	July 16, 2007
Regular Meeting	August 13, 2007
Regular Meeting	August 27, 2007

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