



## PLANNING COMMISSION ACTIONS

July 16, 2007

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

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**CALL TO ORDER** – 7:00 p.m.

**ROLL CALL** – Bims (Arrived at 7:19 p.m.), Bressler, Deziel (Vice chair), Keith (Chair), O'Malley (Left at 10:00 p.m.), Pagee, Riggs

**INTRODUCTION OF STAFF** – Deanna Chow, Senior Planner, Megan Fisher, Associate Planner, Thomas Rogers, Associate 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. REGULAR BUSINESS #1**

1. [Use Permit/Danielle Paye/1177 Johnson St:](#) Request for a use permit for excavation into a required side yard setback for access to a basement garage and for a detached secondary dwelling unit, associated with construction of a new single-family residence on a standard lot in the R-E (Residential Estate) zoning district. **COMMISSION ACTION:** M/S Riggs/O'Malley to approve with the following modification; 7-0.

**Modify condition 4b:** Concurrent with submittal of a complete building permit application, the applicant shall submit revised plans showing the foundation method along the right (north) side of the residence to be pier-and-grade-beam, subject to review and approval of the Planning and Building Divisions. The foundation plan shall specify that the pier holes should be hand dug to a depth of three feet, with adjustments made to their position if roots over three inches in diameter are encountered, and that the grade beam can be no deeper than eight inches.

**Add condition 4d.iii:** The report shall be expanded to address the current and future health of all impacted trees, and shall describe any necessary protection measures, such as removal of materials blocking a tree's root crown.

## D. PUBLIC HEARING

1. **Use Permit/Marc Lindsell/5 Elder Court:** Request for a use permit for excavation into a required side yard setback for a lightwell associated with a basement in the R-1-S (Residential Single-Family Suburban) zoning district. **COMMISSION ACTION:** M/S Deizel/Bims to approve the item as recommended in the staff report; 7-0.
2. **Use Permit/Sprint PCS/300 Constitution Drive:** Request for renewal of a use permit for one existing wireless telecommunications antenna module with three panels on Building 104 and an associated equipment shelter in a fenced area adjoining Building 104 in the M-2 (General Industrial) zoning district. **COMMISSION ACTION:** M/S Riggs/Bims to approve the item as recommended in the staff report; 7-0.
3. **Variance, Use Permit, Architectural Control/Hayes Group/250 Middlefield Road:** Request for a variance, use permit and architectural control for installation of five new parking spaces located within the front setback, for establishing the total number of parking stalls per the use-based guidelines rather than the zoning district requirements, and for exterior building modifications and site improvements, including changes to the width of the driveway entrance along Middlefield Road, new windows, doors, balcony railing on the existing building, and new enclosures for trash and mechanical equipment for an existing building located in the C-1 (Administrative and Professional District, Restrictive) zoning district. **COMMISSION ACTION:** M/S Riggs/Deziel to approve the Use Permit and Architectural Control with the following modifications, 5-0-2 with Commissioners Keith and Bressler abstaining:

**Delete condition 6c:** Prior to building permit issuance, the owner shall offer to dedicate to the City the area of land designated within the City's plan line along the Middlefield Road property frontage. This area, which is approximately 24 feet wide by 201.95 feet in length, is to be used as right-of-way at the sole discretion of the City. The applicant shall submit a grant deed, legal description, plat, closure calculations and a title report. The City Council shall review the offer of dedication.

**Delete condition 6d:** Within 60 days upon acceptance of the plan line area by the City Council, the owner shall apply for the necessary permits for the Middlefield Road frontage improvements. A complete application shall include Middlefield Road frontage improvement plans, including curb, gutter, a five foot sidewalk adjacent to the curb, and a landscaped area behind the sidewalk to include a combination of trees and low lying grasses and/or shrubs. Parallel parking shall also be striped along the property frontage with stalls each measuring eight feet wide by 18 feet in length with an additional four feet of length to maneuver. The improvements are subject to review and approval of the Engineering, Transportation and Planning Divisions, and installation of such improvements shall occur within 180 days of permit approval and shall be the owner's responsibility.

**Delete condition 6g:** As part of a complete building permit application submittal, the applicant shall submit a revised arborist report to include techniques and measures to improve the condition of the 12-inch walnut tree and 24-inch pepper tree located along the property line on Santa Monica Avenue, and such measures need to be implemented accordingly. The report is subject to review and approval of the Planning Division.

## E. REGULAR BUSINESS #2

1. Architectural Control/Bill Hagman/1010 Doyle Street: Request for approval of architectural control to remodel the exterior of a commercial building in the C-3 (Central Commercial) zoning district. **COMMISSION ACTION:** M/S Pagee/Riggs to approve the item as recommended in the staff report with the following modification; 6-0 with O'Malley absent.

**Add condition 4c:** The applicant shall have the flexibility to change the proposed color of the parapet paint to a lighter shade of yellow or cream, if desired. This change would be subject to review and approval by the Planning Division.

2. Consideration of minutes from the May 7, 2007, Planning Commission meeting. **COMMISSION ACTION:** M/S Pagee/Riggs to approve the minutes as modified; 5-0-1 with Bims abstaining and O'Malley absent.

- Page 8, 4th paragraph, 1st line, Replace the word "trellis" with the word "awning".

3. Consideration of minutes from the May 21, 2007, Planning Commission meeting. **COMMISSION ACTION:** M/S Unanimous consent to approve the minutes as modified; 6-0 with O'Malley absent.

- Page 3, 4th paragraph, 1st line, Replace the word "Pagee" with the word "Keith".
- Page 16, 2<sup>nd</sup> paragraph, 5<sup>th</sup> line, Add the sentence "The applicant stated the blowers turn on and off and not all four blowers are used at the same time."
- Page 17, 10<sup>th</sup> paragraph, 9<sup>th</sup> line, Add the word "not" after the word "to".

4. Consideration of excerpts from the June 18, 2007, Planning Commission meeting regarding 75 Willow Road. **COMMISSION ACTION:** M/S Unanimous consent to approve the minutes as modified; 6-0 with O'Malley absent.

- Page 4, 3rd paragraph, 4th line, Add the words "even if empty" after the word "sand".

## F. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

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

## ADJOURNMENT 10:45 p.m.

### Future Planning Commission Meeting Schedule

Regular Meeting	August 13, 2007
<a href="#">Study Meeting</a>	<a href="#">August 20, 2007</a>
Regular Meeting	August 27, 2007
Regular Meeting	September 10, 2007
Regular Meeting	September 24, 2007
Regular Meeting	October 8, 2007
Regular Meeting	October 22, 2007

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