



## PLANNING COMMISSION ACTIONS

September 24, 2007

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

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**CALL TO ORDER** – 7:03 p.m.

**ROLL CALL** – Bims, Bressler, Deziel (Vice chair), Keith (Chair), O'Malley, Pagee, Riggs  
All Present

**INTRODUCTION OF STAFF** – Deanna Chow, Senior Planner; Megan Fisher, Associate Planner; Justin Murphy, Development Service Manager (Attendance beginning with item D-1, 64 Willow Road); Thomas Rogers, Associate Planner

**A. PUBLIC COMMENTS** – None.

**B. PRESENTATION**

Presentation by Ariel Ambruster on the status of the South Bay Salt Pond Restoration Project.

**C. PUBLIC HEARING**

1. **Use Permit/David Crouch/800 Magnolia Street:** 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-S (Single-Family Suburban) zoning district, and for excavation into a required side yard setback for a lightwell and egress associated with a basement. **COMMISSION ACTION:** M/S Riggs/Keith to continue the item to a future meeting to allow the applicant to address the Commissions concerns; 6-1 with Commissioner O'Malley opposed.

The Commission provided the following direction:

- Reduce the bulk on the left side of the proposed house
- Eliminate the light well encroachment into the side setback

2. **Use Permit/Thomas Jackson/508 Laurel Avenue:** Request for a use permit to demolish an existing single-story residence and 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 Bressler/Pagee to approve the item as recommended in the staff report; 7-0.
3. **Use Permit/Mary Speiser/160 Garland 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 width in the R-1-S (Single-Family Suburban) zoning district. **COMMISSION ACTION:** M/S Deziel/O'Malley to approve the item as recommended in the staff report; 4-3 with Commissioners Pagee, Bressler and Riggs opposed.

## D. REGULAR BUSINESS

1. [Discussion of Staff Determination of Substantial Compliance Regarding the Building Permit for the Office Building Project at 64 Willow Road.](#)

Staff made a brief presentation to summarize the points outlined in the staff report. The Planning Commission asked questions of staff pertaining to the process and next steps to avoid such a situation in the future. Commissioners expressed various thoughts on the process.

The Commission also asked for clarification on the five steps staff identified to address the issue of changes to the project plans and/or scope.

Several members of the public spoke on the specifics of the project at 64 Willow Road, including raising concerns about the length of the construction activities and the noise levels, the need for neighborhood notification of the construction, differences in the staff report language and what occurred at the site, and the dissatisfaction of application of the use-based parking guidelines. One member of the public also questioned whether the determination of this as a new project would have impacted any fee calculation, in particular the Below Market Rate fees. Staff indicated that this would be looked into and reported back if anything differs.

The Planning Commission supported the steps outlined in the staff report.

2. [Discussion on Approaches to Reviewing Single-Family Residential Development.](#)

The Planning Commission discussed the topic of how to create consistency in the design review process. The Commissioners expressed differing opinions about the use of Design Guidelines and expressed an interest in learning more about how other jurisdiction review projects. Commissioner Riggs is looking into having a guest speaker present at one of the future Planning Commission meetings.

Several Commissioners stated that they want projects to be compatible, but do not want to stifle creativity. Because the process evolves, several Commissioners agreed that they need to think about the future and not just today. The Commission would like to explore creating a list of factors to be considered during project review. It was stated that this should not be interpreted as a unanimous decision.

Out of the discussion, two topics were highlighted for the Planning Commission project priority session: 1) Zoning Ordinance change for single-family review on standard lots and 2) Creation of review factors for the Planning Commission to consider during project review.

## E. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

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

**ADJOURNMENT 11:29 p.m.**

## Future Planning Commission Meeting Schedule

Regular Meeting	October 8, 2007
Regular Meeting	October 22, 2007
Regular Meeting	November 5, 2007
Regular Meeting	November 19, 2007
Regular Meeting	December 3, 2007
Regular Meeting	December 17, 2007

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