



PLANNING COMMISSION ACTIONS

November 17, 2008

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:03 p.m.

ROLL CALL – Bressler, Ferrick, Kadvany, Keith, O'Malley (Vice chair), Pagee, Riggs (Chair)

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

A. PUBLIC COMMENTS

Under “Public Comments,” the public may address the Commission on a consent calendar item or any subject not listed on the agenda within the jurisdiction of the Commission. When you do so, please state your name and city or political jurisdiction in which you live for the record. The Commission cannot respond to non-agendized items other than to receive testimony and/or provide general information.

B. CONSENT

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.

1. [Approval of minutes from the October 20, 2008, Planning Commission meeting.](#)

COMMISSION ACTION: Unanimous consent to approve the minutes with the following modification:

Page 12, last sentence, replace “20” with “27.”

C. PUBLIC HEARING

1. [Use Permit/Permit Me for T-Mobile/1340 Willow Road:](#) Request for a use permit to install wireless telecommunications antennas on the roof of Mid-Peninsula High School and associated equipment inside the school building in the M-2 (General Industrial) zoning district. **COMMISSION ACTION:** M/S Keith/Pagee to approve with the following modification; 7-0

Add condition 4a: This use permit shall expire at the end of ten (10) years from the date of building permit issuance unless extended by the Planning Commission. If the applicant desires to extend the use permit, the applicant shall explore and implement, to the extent feasible, the available technology to reduce the size and/or visibility of the antenna.

2. **Use Permit/Anter Enterprises dba Curves/1800 El Camino Real, Suite D:** Request for a use permit to operate a private recreation facility in a multi-tenant building with non-conforming parking in the C-4 (General Commercial, Applicable to El Camino Real) zoning district. **COMMISSION ACTION:** M/S Keith/Ferrick to approve with the following modifications; 7-0.

Modify condition 4a: The approval shall expire on November 1, 2012 unless an extension is requested and granted. The request for an extension shall be submitted no later than 180 days prior to the expiration date of the current lease. Staff would then send a notice regarding the extension request to a 300-foot noticing radius. Unless a formal request is made to bring the item before the Planning Commission, the use permit may be extended indefinitely by the Community Development Director.

Modify condition 4g: Within 30 days of the approval of this use permit, the property owner shall provide a comprehensive parking plan that addresses the following items: the removal of the existing tenant space markings, and restriping of the parking spaces to comply with disabled parking requirements while 1) maintaining access to the covered parking space and providing a tandem parking space for the residential unit, and 2) maintaining 12 parking spaces along Buckthorn Way. No assigned commercial tenant parking spaces are allowed on-site. Additionally, the applicant shall show the location of a new bicycle rack that 1) is located on the ground floor of the subject property and 2) does not reduce the number of parking spaces. The plan is subject to review and approval by the Planning, Building and Transportation Divisions. Within 30 days of staff approval, the property owner shall implement the plan. All applicable permits must be obtained.

3. **Use Permit/Evergreen Mountain, Inc. dba The Pilates Zone/1800 El Camino Real, Suite C:** Request for a use permit to operate a private recreation facility in a multi-tenant building with non-conforming parking in the C-4 (General Commercial, Applicable to El Camino Real) zoning district. **COMMISSION ACTION:** M/S Keith/O'Malley to approve with the following modifications; 7-0.

Modify condition 4a: The approval shall expire on July 31, 2010 unless an extension is requested and granted. The request for an extension shall be submitted no later than 180 days prior to the expiration date of the current lease. Staff would then send a notice regarding the extension request to a 300-foot noticing radius. Unless a formal request is made to bring the item before the Planning Commission, the use permit may be extended for five years by the Community Development Director. The use permit is subject to a five-year renewal notice to the neighborhood unless the Planning Commission approves a revision to this condition of the use permit.

Modify condition 4e: Group sessions shall have a minimum of 10 minutes between the end of a class and the start of a new class.

Modify condition 4f: Hours of operation shall be limited to the following:

- i. Mondays – 7:00 a.m. to 8:30 p.m.
- ii. Tuesdays – 7:00 a.m. to 7:30 p.m.
- iii. Wednesdays – 7:00 a.m. to 8:30 p.m.
- iv. Thursdays – 7:00 a.m. to 5:30 p.m.
- v. Fridays – 7:00 a.m. to 3:30 p.m.

- vi. Saturdays – 9:00 a.m. to 2:00 p.m.
- vii. Sundays – Closed

Modify condition 4g: Within 30 days of the approval of this use permit, the property owner shall provide a comprehensive parking plan that addresses the following items: the removal of the existing tenant space markings, and restriping of the parking spaces to comply with disabled parking requirements while 1) maintaining access to the covered parking space and providing a tandem parking space for the residential unit, and 2) maintaining 12 parking spaces along Buckthorn Way. No assigned commercial tenant parking spaces are allowed on-site. Additionally, the applicant shall show the location of a new bicycle rack that 1) is located on the ground floor of the subject property and 2) does not reduce the number of parking spaces. The plan is subject to review and approval by the Planning, Building and Transportation Divisions. Within 30 days of staff approval, the property owner shall implement the plan. All applicable permits must be obtained.

4. **Use Permit, Architectural Control, Below Market Rate Housing Agreement, Environmental Review/Kenneth Rodrigues and Partners, Inc./2550 Sand Hill Road:** Request for use permit and architectural control approval to demolish an existing convalescent facility and to construct a new 23,011-square-foot non-medical office building and related site improvements in the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district. In addition, the applicant is requesting approval of the Below Market Rate (BMR) Housing Agreement for this project. A traffic study has been conducted as part of this project and is available for public review at the Department of Community Development. The project is categorically exempt under Class 32 (Section 15332, "In-Fill Development Projects") of the current California Environmental Quality Act (CEQA) Guidelines. **COMMISSION ACTION:** M/S Ferrick/Keith to approve with the following modification; 7-0.

Add condition 6h: Simultaneous with the submittal of a complete building permit application, the applicant shall submit a revised landscape plan that incorporates input from the adjacent rear neighbor at 20 Sunset Court on the proposed trees, plantings and fencing along the shared property line. The revised landscape plan shall be subject to review and approval by the Planning Division.

D. STUDY ITEMS

1. **Zoning Ordinance Amendment /City of Menlo Park:** Consideration of a Zoning Ordinance Amendment to clarify the definition of Gross Floor Area to more specifically identify features of a building that are either included or excluded from the calculation. Gross floor area is used in calculating the floor area ratio (FAR) and parking requirements for developments in all zoning districts except for single-family and R-2 (Low Density Apartment) zoning districts. Floor area ratio equals the gross floor area of a building divided by the lot area and effectively regulates the size of a building. In addition, gross floor area is used in determining the applicability of requirements for below market rate (BMR) housing and the preparation of traffic studies. The clarifications to the definition will focus on new buildings and attempt to minimize impacts to existing buildings. The Zoning Ordinance Amendment will be exempt from the California Environmental Quality Act (CEQA) in that the changes are intended to

have no potential to impact the environment. ***Continued from the meeting of November 3, 2008.***

Bressler/Pagee to have the Planning Commission review and compare two versions of a draft Zoning Ordinance Amendment at a public hearing on December 8, 2008, and create a single version of an Amendment as a final recommendation to the City Council; 3-2-2 (Commissioners O'Malley and Riggs opposed and Commissioners Kadvany and Keith abstaining). *(The two versions of the Amendment were attached to the staff report and are labeled as Option A, which generally represents the Amendment recommended by the Planning Commission on November 5, 2007, and Option B, which generally represents the Amendment presented by staff to the Planning Commission on October 8, 2007).*

Riggs/Keith to create a subcommittee to review the language in Options A and B addressing nonconforming buildings with respect to gross floor area; 5-0-2 (with Commissioners Kadvany and Keith abstaining).

Riggs/Pagee to nominate Commissioners Ferrick, Keith and Pagee to serve as the subcommittee; 5-0-2 (Commissioners Kadvany and Keith abstaining).

E. REGULAR BUSINESS - None

F. COMMISSION BUSINESS

1. El Camino Real/Downtown Specific Plan (Phase II) Process.
2. Review of planning items on City Council agendas.

G. REPORTS AND ANNOUNCEMENTS

ADJOURNMENT 12:06 a.m.

Future Planning Commission Meeting Schedule

Regular Meeting	December 8, 2008
Regular Meeting	December 15, 2008
Regular Meeting	January 12, 2009
Regular Meeting	January 26, 2009

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: November 13, 2008.) Persons with disabilities, who require auxiliary aids or services in attending or participating in Planning Commission meetings, may contact the City Clerk at (650) 330-6600. Members of the public can view or subscribe to receive future weekly agendas and staff reports in advance by e-mail by accessing the City website at <http://www.menlopark.org>. Agendas and staff reports may also be obtained by contacting Beverly Beasley at 650-330-6717.

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