PLANNING COMMISSION ACTIONS

February 9, 2009
7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:02 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; Thomas Rogers, Associate Planner

A. VISIT FROM MAYOR ROBINSON

Mayor Robinson will be attending the Commission meeting to address the overall role of Commissions, especially with respect to the importance of the involvement of each Commission and Commissioners in Community Engagement. The City Council is committed to participatory government as well as creating and maintaining an open and welcoming governmental environment. Mayor Robinson will also discuss the roles and relationships of the Commission, the staff and the City Council. Time permitting Mayor Robinson will also speak to the specific goals of each Commission's charter.

Item continued to the meeting of February 23, 2009.

B. PUBLIC COMMENTS - None

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.

C. 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 December 15, 2008, Planning Commission meeting.
   COMMISSION ACTION: Approve the minutes with the following modifications; 6-1 with Commissioner Riggs abstaining.

   - Page 10, last paragraph, first sentence: Replace "said" with "asked" and replace "wastes" with "waste."
   - Page 16, second full paragraph, first sentence: Delete "and" between the words "asked" and "if."
   - Page 23, fourth paragraph, last sentence: Delete the extra period.

2. Approval of minutes from the January 12, 2009, Planning Commission meeting. **COMMISSION ACTION:** Approve the minutes as submitted; 5-2 with Commissioners Bressler and Riggs abstaining.

D. PUBLIC HEARING

1. **Use Permit and Variance/Robert Mayer/208 Lexington Drive:** Request for a use permit to construct first- and second-story additions to an existing single-story, single-family, nonconforming residence that would exceed 50 percent of the replacement value of the existing structure in a 12-month period in the R-1-U (Single-Family Urban) zoning district. In addition, a request for a variance for a building coverage of 39.3 percent where 35 percent is required for two-story development. **COMMISSION ACTION:** M/S Keith/O'Malley to approve the item with the following modifications; 4-3 with Commissioners Bressler, Kadvany and Pagee opposed.

   Add condition 5a: a. Concurrent with the submittal of a complete building permit application, the applicant shall submit revised plans showing that the second-floor right side bathroom window above the bathtub be revised to have a sill height of four feet, six inches or greater and/or use obscured glass, subject to review and approval of the Planning Division.

   Add condition 5b: Concurrent with the submittal of a complete building permit application, the applicant may submit revised plans showing a reduced second-floor plate height, subject to review and approval of the Planning Division.

2. **Use Permit Revision/Menlo Park Presbyterian Church/700 Santa Cruz Avenue:** Request for a revision to an existing use permit for a social hall in a commercial building in the C-3 (Central Commercial) zoning district. The modifications would include increasing the permitted days of operation to allow for use of the social hall seven days a week, in addition to extending the expiration date for the use permit from 2009 to 2014. **COMMISSION ACTION:** M/S Ferrick/O'Malley to approve the item with the following modifications; 6-1 with Commissioner Bressler abstaining.

   Modify condition 4f: Contact information (e.g., cell phone numbers) for on-site facility supervisors, the conditions of approval, and contact information for the Planning Division shall be posted in a prominent location on the Menlo Park Presbyterian Church web site. The approved hours and days of operation, contact information for on-site facility supervisors, and contact information for the Planning Division shall be posted at the entrance to the facility. The conditions of approval and contact information for the Planning Division and the Menlo Park Presbyterian Church shall be distributed by mail to all owners and occupants within a 300-foot radius of the subject property. The mailing shall be coordinated through the City and paid for by the applicant.

3. **Use Permit/Amprius/1430 O'Brien Drive, Suite C:** Request for a use permit for the indoor use and storage of hazardous materials for the research and development of lithium ion battery technology in the M-2 (General Industrial) zoning district. **COMMISSION ACTION:** M/S Keith/Ferrick to approve the item as recommended in the staff report; 7-0.

E. REGULAR BUSINESS

1. Commission comments on the draft City of Menlo Park Climate Action Plan.

   The Commission provided general comments about strategies and programs related to the draft Climate Action Plan, including the desire for green building guidelines, review of incentives and trade-offs related to development, and encouraging higher density projects in appropriate locations. Several Commissioners also noted that known measurements and computations are needed to make this effort meaningful to the public and decision-makers. The comments will be forwarded to the City Council for consideration during its review of the draft CAP, which is tentatively scheduled for March 24.

F. COMMISSION BUSINESS

1. Review of planning items on City Council agendas.

A. El Camino Real/Downtown Specific Plan (Phase II) Process

G. REPORTS AND ANNOUNCEMENTS

ADJOURNMENT – 11:12 p.m.

Future Planning Commission Meeting Schedule

Regular Meeting	February 23, 2009
Regular Meeting	March 9, 2009
Regular Meeting	March 23, 2009
Study Meeting (tentative)	March 30, 2009

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: February 4, 2009.) 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 Vanh Malathong at 650-330-6736.

Any writing that is distributed to a majority of the commission by any person in connection with an agenda item is a disclosable public record (subject to any exemption under the Public Records Act) and is available for inspection at The Community Development Department, Menlo Park City Hall, 701 Laurel Street, Menlo Park, CA 94025 during regular business hours. Planning Commission meetings are recorded and audio broadcast live. To listen to the live audio broadcast or to past recordings, go to http://menlopark.granicus.com/ViewPublisher.php?view_id=2.

PLANNING COMMISSION
Agenda and Meeting Information

The Planning Commission welcomes your attendance at and participation in this meeting. The City supports the rights of the public to be informed about meetings and to participate in the business of the City.

ASSISTANCE FOR PERSONS WITH DISABILITIES: Person with disabilities who require auxiliary aids or services in attending or participating in Planning Commission meetings, may call the Planning Division office at (650) 330-6702 prior to the meeting.

COMMISSION MEETING AGENDA AND REPORTS: Copies of the agenda and the staff reports with their respective plans are available prior to the meeting at the Planning Division counter in the Administration Building, and on the table at the rear of the meeting room during the Commission meeting. 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.

MEETING TIME & LOCATION: Unless otherwise posted, the starting time of regular and study meetings is 7:00 p.m. in the City Council Chambers. Meetings will end no later than 11:30 p.m. unless extended at 10:30 p.m. by a three-fourths vote of the Commission.

PUBLIC TESTIMONY: Members of the public may directly address the Planning Commission on items of interest to the public that are within the subject matter jurisdiction of the Planning Commission. The City prefers that such matters be presented in writing at the earliest possible opportunity or by fax at (650) 327-1653, e-mail at planning.commission@menlopark.org, or hand delivery by 4:00 p.m. on the day of the meeting.

Speaker Request Cards: All members of the public, including project applicants, who wish to speak before the Planning Commission must complete a Speaker Request Card. The cards shall be completed and submitted to the Staff Liaison prior to the completion of the applicant's presentation on the particular agenda item. The cards can be found on the table at the rear of the meeting room.

Time Limit: Members of the public will have **three** minutes and applicants will have **five** minutes to address an item. Please present your comments clearly and concisely. Exceptions to the time limits shall be at the discretion of the Chair.

Use of Microphone: When you are recognized by the Chair, please move to the closest microphone, state your name and address, whom you represent, if not yourself, and the subject of your remarks.

DISORDERLY CONDUCT: Any person using profane, vulgar, loud or boisterous language at any meeting, or otherwise interrupting the proceedings, and who refuses to be seated or keep quiet when ordered to do so by the Chair or the Vice Chair is guilty of a misdemeanor. It shall be the duty of the Chief of Police or his/her designee, upon order of the presiding officer, to eject any person from the meeting room.

RESTROOMS: The entrance to the men's restroom is located outside the northeast corner of the Chamber. The women's restroom is located at the southeast corner of the Chamber.

If you have further questions about the Planning Commission meetings, please contact the Planning Division Office (650-330-6702) located in the Administration Building.

Revised: 4/11/07