



PLANNING COMMISSION ACTIONS

June 1, 2009

6:00 p.m.

Special Meeting

Administration Building

City Council Conference Room -1st floor
701 Laurel Street, Menlo Park, CA 94025

and

7:00 p.m.

Regular Meeting

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

**NOTE: Early
start time and
location.**

CALL TO ORDER - 6:00 p.m. (City Council Conference Room – Administration Building) – 6:03 p.m.

A. Special Meeting with Mayor Robinson and Commission liaison/Council Member Fergusson:
Discuss role of Planning Commission, Council procedures, and any other matters of interest.

B. Adjourn to Regular Meeting

7:00 p.m. – REGULAR SESSION (City Council Chambers) – 7:17 p.m.

ROLL CALL – Bressler, Ferrick, Kadvany, Keith (6:55 p.m.), O'Malley (Vice chair), Pagee (6:58 p.m.), Riggs (Chair)

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner; Megan Fisher, Associate Planner; Thomas Roger, Associate Planner

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 May 4, 2009, Planning Commission meeting. Unanimous consent to approve the minutes as modified; 7-0:](#)

- [Page 3, line 14 : Insert the words “or more” after the phrase “a delay of 0.8 second”](#)

- Page 6, 3rd paragraph from bottom: Replace the whole paragraph “Commissioner Kadwany said the findings on the parking were implausible to him as the study took into consideration all six lots. He said that people park close to where they are going and other lots were a quarter of a mile from the Library. He said he supported more gyms but traffic would probably increase to level f because of the location of the project. He said the gym might be better sited on El Camino Real. He said the facility seemed to be shoehorned into the proposed site.” with the following paragraph “Commissioner Kadwany said the findings on the parking were misleading as the study assumes all six parking lots were equally useful to Burgess patrons. He said that people expect to park reasonably close to their Burgess destinations and that the Alma lot, next closest to the Library after its adjacent lot, was 1/4 of a mile away from the Library. That distance, he said, would be considerable for children or seniors, and wondered what options might be for handicap parking. He said he supported the gym projects, but thought the proposed gym would not be used optimally because of parking limitations. With multiple intersection ratings increasing to level F, he said it made sense to consider cumulative traffic impacts of other proposed projects on or near El Camino Real. He said that the new gym might be better sited on El Camino Real, directly across from Burgess Park, if combined with the much-discussed proposal of a bike/pedestrian tunnel near Middle Avenues. He said the facility seems to be shoehorned into the proposed site in terms of its size and the available land. The alternate site, he said, would allow for optimal use of the new gym.”
- Page 6, 2nd to last paragraph: Complete the sentence with “if needed would be achievable as the City owns the parcel at the corner.” after the phrase “El Camino Real”

C. PUBLIC HEARING

1. **Use Permit/Shawn Curtis/376 McKendry Drive**: Request for a use permit to determine the Floor Area Limit (FAL) of a lot with less than 5,000 square feet of area, associated with the construction of a 58-square-foot addition to an existing single-story, single-family residence in the R-1-U (Single-Family Urban) zoning district. **COMMISSION ACTION:** M/S Keith/Ferrick to approve the item as recommended in the staff report; 6-0, with Commissioner Pagee recused due to a potential conflict of interest.
2. **Architectural Control and Use Permit/Novo Construction/4025 Bohannon Drive**: Request for architectural control for exterior modifications to an existing one-story office building in the M-2 (General Industrial) zoning district and a use permit for structural alterations to more than 10,000 square feet of the building, and for a building that is nonconforming with regard to parking where 49 parking spaces are required per the Zoning Ordinance and 46 spaces would be provided (24 paved spaces and 22 spaces in landscape reserve). In addition, the applicant is requesting approval of the Below Market Rate (BMR) Agreement for this project, and a Heritage Tree Permit for the removal of four on-site heritage trees. **COMMISSION ACTION:** M/S Keith/O'Malley to approve the item with the following modification; 7-0.

Add condition 6f: Concurrent with the submittal of a complete building permit application, the applicant may submit revised plans showing a lighter beige paint color for the exterior stucco, subject to review and approval of the Planning Division.

D. STUDY SESSION

1. **Study Session/El Camino Real/Downtown Specific Plan**: Review of project status and opportunity for individual commissioner comments.

Mark Hoffheimer of Perkins+Will, the City’s consultant for the specific plan process, gave a presentation that included a review of the project schedule, Community Workshop #1, preliminary alternatives and evaluation criteria, and the Community Workshop #2 process.

Members of the public who spoke to the item:

- John Ames – need to consider retiree perspective; process should highlight positive revenue, such as a new hotel and conference center
- Elizabeth Lasensky – observation that process has attracted new residents, who have supported building heights as described in the presentation

Commissioners provided individual comments, including:

- Consideration of Alternatives should not be limited to just picking one option; process should enable mixing-and-matching of discrete elements
- Some surprise about support for building heights of up to 4-5 stories on El Camino Real
- Need for greater detail in graphics, such as showing clearly higher-floor setbacks and transitions to adjacent residential neighborhoods
- Showing different high-speed rail options could prove distracting
- Shadow studies should be considered
- Getting the right mix of uses important for vitality, but can be hard to regulate
- Evaluation criteria too generic
- More specificity needed on alternative modes of transportation
- Many poor examples of El Camino Real development in nearby communities
- Support for senior housing
- Continued confusion about meaning of “village character”

E. REGULAR BUSINESS - None

F. COMMISSION BUSINESS

1. Review of planning items on City Council agendas.
 - A. El Camino Real/Downtown Specific Plan (Phase II) Process
 - B. Burgess Gymnasium and Gymnastics Center

G. REPORTS AND ANNOUNCEMENTS

ADJOURNMENT – 9:51 p.m.

Future Planning Commission Meeting Schedule

Regular Meeting	June 15, 2009
Regular Meeting	June 29, 2009
Regular Meeting	July 13, 2009
Regular Meeting	July 27, 2009
Regular Meeting	August 10, 2009

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: May 27, 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.

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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.