



## PLANNING COMMISSION ACTIONS

June 29, 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 (arrive 7:04 p.m.), Ferrick, Kadvany, Keith, O'Malley (Vice chair) (depart 12:31 a.m.), Pagee, Riggs (Chair)

**INTRODUCTION OF STAFF** – Deanna Chow, Senior Planner; Megan Fisher, Associate Planner; Arlinda Heineck, Community Development Director

### 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 - None

### C. PUBLIC HEARING

1. [Architectural Control, Heritage Tree Removal, Right-of-Way Abandonment, and Environmental Review/City of Menlo Park/501 Laurel Street and 600 Alma Street](#): Proposal to demolish the existing 17,400-square-foot gymnasium and gymnastics building and construct a new 22,500-square-foot gymnastics facility (plus a 1,400-square-foot locker room expansion) at the location of the existing gymnasium and gymnastics building, a new 24,100-square-foot gymnasium in an area between the existing Recreation Center and Alma Street, and associated site improvements located at the Civic Center Complex in the P-F (Public Facilities) zoning district. As a result of this proposal, three heritage trees would need to be removed, and Mielke Drive and a portion of Alma Street right-of-way between Ravenswood Avenue and Burgess Drive would need to be abandoned to accommodate the proposed gymnasium. The Planning Commission will make a recommendation to the City Council on the Final Environmental Impact Report (FEIR), architectural control for the proposed Burgess Gymnasium design, the three heritage tree removals, and consider whether the proposed right-of-way abandonments are consistent with the General Plan. [The Planning Commission made the following recommendations to the City Council on the proposed project:](#)
  1. [M/S Ferrick/Riggs to adopt the Findings for Certification of the Environmental Impact Report; 6-1, with Commissioner Kadvany opposed.](#)
  - 1a. [M/S O'Malley/Riggs to adopt the Statement of Overriding Considerations and Statement of Certification; 6-0-1, with Commissioner Kadvany abstaining.](#)
  2. [M/S Ferrick/Bressler to adopt the Mitigation Monitoring and Reporting Program prepared for the project; 6-0-1, with Commissioner Kadvany abstaining.](#)
  3. [M/S Keith/Pagee to adopt findings, as per Chapter 13.24 of the Municipal Code, regarding heritage tree removal and approve the Heritage Tree Removal permit; 7-0.](#)

4. M/S Keith/Ferrick to make the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval and approve the architectural control subject to the standard and project specific conditions of approval with the following modification; 4-3, with Commissioners Kadvany, Bressler, and Pagee opposed.
  - Prior to occupancy of the proposed gymnasium, the City shall implement a Parking Management Plan. Parking improvements shall include designated employee parking areas, designated library parking, parking time restrictions, coordination of events throughout the campus, and the removal of landscaping to add additional parking stalls in lot 6 as shown in Attachment L... Following occupancy of the gymnasium, the City shall ~~implement a Parking Management Plan.~~ The City will monitor the parking on campus after the construction of the Gymnasium by conducting two parking counts per year (one during the summer and one while school is in session) for a period of two years after the building is occupied. Additionally, the Transportation Division will keep a log of complaints regarding inadequate parking, and will evaluate whether the complaints are the result of a chronic parking shortage or an atypical incident due to multiple events simultaneously occurring on the campus. The parking counts and complaint log will be used to better assess the parking conditions on campus and determine if improvements are necessary. ~~Improvements could include designated employee parking areas, designated library parking, parking time restrictions, coordination of events throughout the campus, and the removal of landscaping to add additional parking stalls in lot 6.~~ As part of the architectural control review for the gymnastics center, staff shall further analyze the parking situation on the campus. (IM PRK-1)

The Planning Commission took the following action on the proposed project:

5. M/S Ferrick/O'Malley to adopt Resolution No. 2009-1, stating that the Planning Commission has determined that the public right-of-way abandonment of Mielke Drive and a portion of Alma Street is consistent with the General Plan; 7-0.

In addition, the Planning Commission recommended the following to the City Council:

6. M/S Bressler/Kadvany to recommend that the City Council implement improvements to two intersections in conjunction with the project: 1) left turn safety (potentially by adding a left turn signal) from Laurel Street onto Ravenswood Avenue and 2) improve circulation (associated with the signal timing) for the left turn onto Ravenswood Avenue from Middlefield Road ; 7-0.
7. M/S Keith/Ferrick to recommend that the City Council direct the architect to add a second entrance to the building that would be oriented to either parking lot 3 or 5; 7-0.
8. M/S Pagee/Riggs to recommend that the City Council direct the architect to maximize natural ventilation in the gymnasium; 6-0, with Commissioner O'Malley absent.
9. M/S Pagee/Ferrick to recommend that the City Council consider requiring the project to complete the LEED certification process for the gymnasium; 6-0, with Commissioner O'Malley absent.
10. M/S Bressler/Pagee to recommend that the City Council investigate the possibility of placing an underground parking level beneath the proposed gymnasium; 4-1-1, with Commissioner Riggs opposed, Commissioner Ferrick abstaining, and Commissioner O'Malley absent.
11. M/S Riggs/Pagee to recommend that the City Council consider relocating the skate park to provide additional parking near the proposed gymnasium; 4-1-1 with Commissioner Ferrick opposed, Commissioner Kadvany abstaining, and Commissioner O'Malley absent.

12. M/S Kadwany/Riggs to recommend that the City Council direct the architect to investigate design modifications to minimize energy usage within the gymnasium within reasonable cost and design constraints; 6-0, with Commissioner O'Malley absent.

One motion (M/S Kadwany/Keith) to recommend the City Council reexamine the architecture and consider altering the design to mitigate the massing and boxiness, introducing articulation to limit unbroken planes, adding glasswork and windows, and creating a more welcoming entry failed on a 3-3 vote with Commissioners Riggs, Ferrick, and Bressler opposed.

#### **D. REGULAR BUSINESS - None**

#### **E. COMMISSION BUSINESS**

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

#### **F. REPORTS AND ANNOUNCEMENTS**

**ADJOURNMENT – 12:58 a.m.**

#### Future Planning Commission Meeting Schedule

Regular Meeting	July 13, 2009
Regular Meeting	July 27, 2009
Regular Meeting	August 10, 2009
Regular Meeting	August 24, 2009

---

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: June 25, 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](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](mailto: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.*