



PLANNING COMMISSION ACTIONS

September 21, 2009

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

ROLL CALL – Bressler (arrived 7:15 p.m.), Ferrick, Kadvany, Keith, O'Malley (Vice chair) (departed 10:48 p.m.), Pagee (arrived 7:13 p.m.), Riggs (Chair)

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner; Thomas Rogers, Associate Planner; Lorraine Weiss, Contract Planner

A. 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.

B. CONSENT - None

C. PUBLIC HEARING

- 1. Use Permit/William Anton Patzer/327 Pope Street:** Request for a use permit to demolish an existing single-story, single-family residence and construct a new two-story, single-family residence and detached garage on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban) zoning district. As part of the proposed development, a 16-inch heritage loquat in good condition in the right rear corner of the property would be removed.
COMMISSION ACTION: M/S Keith/Ferrick to approve the item as recommended in the staff report; 5-0, with Commissioners Bressler and Pagee absent).
- 2. Use Permit, Architectural Control, Tentative Subdivision Map and Environmental Review/Joe Colonna for 1706 ECR LLC/1706 El Camino Real:** Request for a use permit, architectural control, tentative subdivision map, and environmental review to demolish an existing one-story, 6,875-square-foot commercial building (formerly Gaylords Restaurant) and construct a new two-story, 10,148-square-foot office building for medical/dental office use and the related on-site and off-site improvements, including new entry monuments on Buckthorn Way, at 1706 El Camino Real located in the C-4 (General Commercial, applicable to El Camino Real) zoning district. The proposed project would require the following approvals: Use Permit for construction of a new building; 2) Architectural Control for design review of the new building and related site improvements; 3) Tentative Subdivision Map for the creation of six medical/office condominium units within the buildings; and 4) Mitigated Negative Declaration to analyze the potential environmental impacts of the proposed project. In addition, the applicant is requesting approval of a Below Market Rate (BMR) agreement for payment of in-lieu fees associated with the City's BMR Housing Program. **COMMISSION ACTION:** M/S Pagee/Keith to recommend approval of the item to the City Council with the following modifications; 7-0.

Modify condition 7n: The gate to the covered parking area shall remain open at all times during business hours to maintain flexibility in parking and greater vehicular flow within the parking lot. This condition shall be included in the project's CC & Rs, subject to review and approval by the City Attorney and Planning Division.

Add condition 7p: Concurrent with the submittal of a complete building permit application, the applicant shall submit revised plans showing the trash enclosure relocated to the north, away from the shared driveway with 1704 El Camino Real. The affected parking spaces shall be relocated accordingly on-site and also shown and dimensioned on the revised plans, subject to review and approval of the Planning and Transportation Divisions.

Add condition 7q: The applicant shall have the option to convert up to four parking spaces into landscape reserve parking spaces within three years of building permit final. If landscape reserve parking is desired, the applicant shall provide documentation that demonstrates the existence of excess parking and a site plan showing the location of the proposed spaces, subject to Planning Division and neighborhood review and approval. If two or more neighbors object to the proposal, the proposed landscape reserve parking plan is subject to Planning Commission review and approval.

As a separate suggestion, the Planning Commission recommended that the applicant work with the staff to review the applicant's requested language changes to conditions 7b and 7c to determine their appropriateness.

3. Use Permit Extension/St. Patrick's Seminary and University/320 Middlefield Road:

Request for a five-year extension of a use permit for a temporary modular building on an existing seminary site in the R-1-S (Single-Family Suburban) zoning district. The revised use permit would expire in 2014. **COMMISSION ACTION:** M/S Kadwany/Pagee to approve the item as recommended in the staff report; 7-0.

4. Use Permit and Architectural Control/Phillips Brooks School/2245 Avy Avenue: Request for use permit and architectural control to install a new 50-foot long by 64-foot wide (3,200 square feet) metal sports court canopy on an existing playground area at a private school located in the P-F (Public Facilities) zoning district. The canopy would be approximately 26 feet in height to the center ridgeline of the canopy. No other changes to the buildings, conditions or operations of the school are proposed. **COMMISSION ACTION:** M/S to approve the item with the following modification; 7-0.

Add condition 3t: Within 60 days of approval of the use permit revision for the sports canopy, the applicant shall provide an updated landscaping plan that includes eight new 15-gallon evergreen trees located near Avy Avenue, downhill from the blacktop area, to provide screening of the sports court canopy, subject to review and approval of the Planning Division. The proposed tree species shall be compatible with the adjacent tree species (e.g., Eucalyptus). The proposed plan shall be accompanied by an arborist letter that reviews the species and locations of the proposed trees and their potential relation to the adjacent trees. All of the trees shall be installed prior to completion and use of the sports court canopy.

D. STUDY SESSION

1. Monte Rosa Land Company, LLC/2742 Sand Hill Road: Request for a study session regarding the demolition of an existing 835 square-foot deli building and construction of a new 7,963 square-foot office building and associated site improvements located in an existing office complex in the C-1-C (Administrative, Professional and Research District, Restrictive) zoning district.

The project architect provided a brief overview of the proposed project and along with the applicant, helped answer Commissioner questions. No members of the public spoke on the

item. No action was taken on the item. Planning Commissioners provided individual comments on the proposed project, including:

- Supportive of installation of additional landscape reserve parking spaces throughout the site if parking supply exceeds parking demand;
- Consider installation of solar panels on the roof or integrated into the roof material (e.g., use with a standing seam metal roof);
- Consider a lighter roof color for the building to reduce heat;
- Preserve as many of the existing trees as possible;
- Shape of the exterior columns appear “chunky”;
- Design generally blends into the existing campus;
- Tuck under parking is a great use for the site;
- Clerestory windows is a good feature in the design;
- Encourage the use of alternatives modes of transportation - include bike storage and showers; and
- Explore incorporating other green building features and materials into the building.

E. COMMISSION BUSINESS

1. Review of planning items on City Council agendas.
 - A. El Camino Real/Downtown Specific Plan (Phase II) Process
 - B. Appeal of Use Permit for 825 Santa Cruz Avenue
 - C. 1300 El Camino Real

F. REPORTS AND ANNOUNCEMENTS

ADJOURNMENT – 10:58 p.m.

Future Planning Commission Meeting Schedule

Regular Meeting	October 5, 2009
Regular Meeting	October 19, 2009
Regular Meeting	November 2, 2009
Regular Meeting	November 16, 2009
Regular Meeting	December 7, 2009
Regular Meeting	December 14, 2009

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: September 17, 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.

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