



PLANNING COMMISSION ACTIONS

September 20, 2010

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

ROLL CALL – Bressler (Vice Chair), Eiref, Ferrick, Kadwany, Keith, O'Malley (Chair), Riggs

INTRODUCTION OF STAFF – Megan Fisher, Associate Planner; Justin Murphy, Development Services Manager; Kyle Perata, Planning Technician; Thomas Rogers, 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 July 12, 2010 Planning Commission meeting.](#) **Continued from the meeting of September 13, 2010. COMMISSION ACTION:** Unanimous consent to approve the minutes as submitted; 6-1, with Commissioner Ferrick abstaining.
2. [Approval of minutes from the July 26, 2010 Planning Commission meeting.](#) **Continued from the meeting of September 13, 2010. COMMISSION ACTION:** Unanimous consent to approve the minutes as submitted; 6-1, with Commissioner Ferrick abstaining.
3. [Approval of minutes from the August 23, 2010 Planning Commission meeting.](#) **COMMISSION ACTION:** Unanimous consent to continue the minutes for further review of BevMo's discussion.
4. [Approval of minutes from the August 30, 2010 Planning Commission meeting](#) **COMMISSION ACTION:** Unanimous consent to approve the minutes as submitted; 6-1, with Commissioner Kadwany abstaining.

C. PUBLIC HEARING

1. [Use Permit/Christopher Tripoli/332 Marmona Drive:](#) Request for a use permit to demolish an existing single-story, single-family residence and construct a new two-story, single-family residence on a substandard lot with regard to lot width, depth, and area in the R-1-U (Single-Family Urban) zoning district. As part of the proposed development, a 21-inch heritage camphor in fair condition in the public right-of-way at the front of the property would be removed. **COMMISSION ACTION:** M/S Ferrick/Keith to approve the item as recommended in the staff report with the following modification; 7-0:

Add condition 4a: Simultaneous with the submittal of a complete building permit application, the applicant shall provide alternative details and specifications for the stone trim at the base of the first story. The applicant may revise the stone trim type with the intent of providing a more traditional style, subject to review and approval of the Planning Division.

Add condition 4b: Prior to the submittal of a complete building permit application, the applicant shall review with the Planning Division and the City Arborist the possibility of narrowing the driveway and planting a new street tree. If feasible, the applicant shall revise the site plan accordingly and submit it simultaneous with a complete building permit application. The revised site plan shall be subject to review and approval of the Planning Division.

- Use Permit/Daniel Spiegel/580 Cotton Street:** Request for a use permit to demolish an existing single-story, single-family residence and construct a new single-family residence that is predominantly single-story with a three-story portion in the front left corner of the proposed structure on a substandard lot with regard to lot width in the R-E (Residential Estate) zoning district. The applicant is proposing to remove of two heritage size trees, a 24.2-inch cedar in fair condition and a 17.9-inch diameter maple in poor condition.

COMMISSION ACTION: M/S Riggs/Ferrick to approve the item as recommended in the staff report; 7-0.

- Use Permit/Brenda Pai/470 Santa Rita Avenue:** Request for a use permit for interior and exterior modifications and an addition to the front right-side of the existing nonconforming, single-story, single-family residence located in the R-1-S (Single-Family Suburban) zoning district. The proposed modifications would exceed 75 percent of the replacement value of the existing structure in a 12-month period.

COMMISSION ACTION: M/S Bressler/Riggs to approve the item as recommended in the staff report; 7-0.

D. REGULAR BUSINESS

- Architectural Control, Heritage Tree Removals, and Capital Improvement Plan General Plan Conformance/City of Menlo Park/501 Laurel Street:** Proposal to demolish the existing 17,400-square-foot gymnasium and gymnastics building and construct a new approximately 19,400-square-foot gymnastics facility at the location of the existing gymnasium and gymnastics building and associated site improvements located at the Civic Center Complex in the P-F (Public Facilities) zoning district. As a result of this proposal, 6 heritage trees are proposed for removal. The trees proposed for removal include a 36-inch Monterey pine in fair condition, a 32-inch Monterey pine in good condition, a 23-inch Monterey pine in fair condition, two 24-inch Monterey pines in fair condition, and an 11-inch coast live oak in poor condition. The Planning Commission will make a recommendation to the City Council on the architectural control for the proposed Burgess Gymnastics Center design, the 6 heritage tree removals, and consider whether the proposed capital improvement plan (CIP) project conforms to the General Plan.

COMMISSION RECOMMENDATION: The Planning Commission made the following recommendations with clarifications reflecting the order in the staff report.

M/S Riggs/Keith to recommend the following; 5-1-1, with Commissioner Bressler opposed and Commissioner Kadwany abstaining.

1. Make a finding that the Certified Environmental Impact Report for the Burgess Gymnasium and Gymnastics Center, prepared by LSA Associates, Inc. and dated June 2009, provides adequate environmental documentation of the proposed project.
2. Adopt a finding, as per Government Code 65401, regarding project consistency with the General Plan, that the proposed capital improvement project is consistent with General Plan Goal #I-H.

M/S Riggs/O'Malley to recommend the following with the clarification that staff should reexamine trees 72, 72.1, 73's suitability for preservation; 7-0.

3. Adopt findings, as per Chapter 13.24 of the Municipal Code, regarding heritage tree removal and approve the Heritage Tree Removal permit:
 - a. The trees proposed for removal conflict with the proposed construction and site improvements.
 - b. The heritage trees would be replaced at a two-to-one ratio with trees that range in size and variety.

M/S Riggs/Ferrick to recommend the following with the clarification that the exterior materials, in particular the siding and fenestration for the building, should be reconsidered. Focus should especially be given to the high windows on the north and south elevations. The proposed building should achieve a higher design purpose with quality architecture similar to the new gymnasium and the administration building on the Civic Center campus. The gymnastics center should relate to and reflect the design and architectural elements of the other buildings on the campus as opposed to the residences across the street; 7-0.

4. Make the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:
 - a. The general appearance of the structure is in keeping with the character of the neighborhood.
 - b. The development will not be detrimental to the harmonious and orderly growth of the City.
 - c. The development will not impair the desirability of investment or occupation in the neighborhood.
 - d. The development provides adequate parking as required in all applicable City Ordinances and has made adequate provisions for access to such parking.

M/S Ferrick/Eiref to recommend to approve the architectural control subject the standard and project specific conditions of approval (Items 5 and 6, respectively); 7-0.

M/S Bressler/Keith to provide the following additional information to the City Council; 7-0.

The Planning Commission is very supportive of the Gymnastic Center project, but has the following serious concerns regarding the design details and would like to see refinements in the following areas:

1. The aesthetic design as articulated in the architectural control recommendation to the Council;
2. The adequacy of the building's ventilation, as the new building may continue to be too hot in the summer;
3. The layout of the floor space as it relates to the programming and its suitability for the toddler program;
4. The size of the ancillary rooms (multi-purpose and exercise rooms and the cubby corral) may not be large enough to suit the community's needs.

The Planning Commission has volunteered a subcommittee of Commissioners Riggs, Ferrick, and Eiref to work with staff and the project architect on the above design details.

E. COMMISSION BUSINESS

1. Update on pending planning items.

- A. El Camino Real/Downtown Specific Plan (Phase II) Process
- B. Appeal of proposed BevMo application at 700 El Camino Real

F. REPORTS AND ANNOUNCEMENTS

- 1. Announcement and Reminder about the October 12, 2010 City of Menlo Park Commissioners Appreciation Event

ADJOURNMENT – 11:11 p.m.

Future Planning Commission Meeting Schedule

Regular Meeting	October 4, 2010
Regular Meeting	October 18, 2010
Regular Meeting	November 1, 2010
Regular Meeting	November 15, 2010
Regular Meeting	December 6, 2010
Regular Meeting	December 13, 2010

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