



PLANNING COMMISSION ACTIONS

Regular Meeting
July 9, 2012 at 7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:03 p.m.

ROLL CALL – Bressler, Eiref, Ferrick (Chair - [absent](#)), Kadvany (Vice Chair – [served as Chair](#)), O'Malley, Riggs, Yu

INTRODUCTION OF STAFF – Rachel Grossman, Associate Planner; Momoko Ishijima, Planner; Kyle Perata, Assistant Planner; Thomas Rogers, Associate Planner

A. REPORTS AND ANNOUNCEMENTS

Under “Reports and Announcements,” staff and Commission members may communicate general information of interest regarding matters within the jurisdiction of the Commission. No Commission discussion or action can occur on any of the presented items.

1. Update on Pending Planning Items
 - a. Housing Element

B. PUBLIC COMMENTS - None

Under “Public Comments,” the public may address the Commission on 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 June 11, 2012 Planning Commission meeting](#)
2. [Architectural Control/Peggy Lo for Quadrus Sand Hill, LLC/2400 Sand Hill Road](#): Request for architectural control to modify the railing of an existing deck as part of a larger deck repair. The existing solid stucco wall would be replaced with an open cable rail system with wood posts and trim. The subject site is located in the C-1-C (Administrative, Professional, and Research, Restrictive) zoning district.

COMMISSION ACTION: M/S Riggs/Bressler to approve both consent items; 6-0, with Commissioner Ferrick absent.

D. PUBLIC HEARING

1. **Use Permit/Reynaldo Quintana/1040 Wallea Drive:** Request for a Use Permit for the modification of the first floor, and the construction of a new second story to an existing single-story, nonconforming single-family residence on a substandard lot with regard to lot width in the R-1-S (Single Family Suburban) zoning district. The proposed work would exceed 50 percent of the existing floor area, and is considered equivalent to a new structure. The project would also exceed 50 percent of the replacement value of the existing structure in a 12-month period and requires approval of a use permit by the Planning Commission. As part of the proposed development, one heritage magnolia tree (18 inches) in poor condition in the front of the property would be removed. ***Continued to the meeting of July 23, 2012.***
2. **Use Permit/Farhad Ashrafi/821 University Drive:** Request for a Use Permit to demolish an existing single-story, single-family residence with a basement and to construct a two-story duplex and associated site improvements on a substandard lot with regard to lot width in the R-3 (Apartment) zoning district. **COMMISSION ACTION:** M/S Riggs/Yu to approve the item as recommended in the staff report; 6-0, with Commissioner Ferrick absent.
3. **Use Permit/Andrew Young/441 El Camino Real:** Request for a use permit for a specialized hair treatment service to occupy an existing tenant space in a commercial building that is nonconforming with regard to parking in the C-4 (General Commercial - Applicable to El Camino Real) zoning district. **COMMISSION ACTION:** M/S O'Malley/Yu to approve the item as recommended in the staff report; 6-0, with Commissioner Ferrick absent.
4. **Use Permit /Mei-Ling Buang for Bright Angel Montessori Academy/695 Bay Road:** Request for a use permit to locate a preschool with up to 6 employees and 48 students in the C-2-A (Neighborhood Shopping District, Restrictive) zoning district that would operate Monday through Friday between the hours of 7:30 a.m. and 6:00 p.m. **COMMISSION ACTION:** M/S Riggs/O'Malley to approve the item as recommended in the staff report; 6-0, with Commissioner Ferrick absent.
5. **Use Permit/Steven Otellini for Nativity School/1252 Laurel Street:** Request for a use permit to demolish an existing convent building and for the location of a proposed future classroom wing, which would be located in the general location of the existing convent facility. The classroom wing would be constructed in a second phase, which would require architectural control review by Planning Commission for the structure. Demolition of two existing portable classroom buildings would take place in the third phase of the project. The project would not modify the existing student limit for the site. As part of the proposal, three heritage trees in the vicinity of the future classroom wing are proposed to be removed. **COMMISSION ACTION:** M/S Riggs/Eiref to approve the item with the following modification; 6-0, with Commissioner Ferrick absent:

Add condition 4d: Simultaneous with the submittal of a complete demolition permit, the applicant shall provide an erosion control plan identifying erosion control measures, such as hydro seed, within the disturbed area, subject to review and approval of the Planning and Engineering Divisions.
6. **Use Permit Revision/Tom Papa/4025 Bohannon Drive:** Request for a revision to a use permit, previously approved in June 2009, to convert an existing one-story construction management office building in the M-2 (General Industrial) zoning district to a general office building, where the subject parcel is nonconforming with regard to parking. As part of the project approximately 1,957 square feet of warehouse/storage space would be converted to office space and the parcel would be brought into conformance with the Zoning Ordinance parking

requirements for the M-2 zoning district. The parking would be partially provided in landscape reserve. In addition, the applicant is requesting approval of a Below Market Rate Housing (BMR) Agreement for this project. **COMMISSION ACTION:** M/S Bressler/Yu to approve the item as recommended in the staff report; 6-0, with Commissioner Ferrick absent.

E. COMMISSION BUSINESS - None

ADJOURNMENT – 9:41 p.m.

Future Planning Commission Meeting Schedule

Regular Meeting	July 23, 2012
Regular Meeting	August 6, 2012
Regular Meeting	August 20, 2012
Regular Meeting	September 10, 2012
Regular Meeting	September 24, 2012
Regular Meeting	October 15, 2012
Regular Meeting	October 29, 2012
Regular Meeting	November 5, 2012
Regular Meeting	November 19, 2012
Regular Meeting	December 3, 2012
Regular Meeting	December 17, 2012

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At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designed by the Chair, either before or during consideration of the item.

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