



## PLANNING COMMISSION ACTIONS

Regular Meeting  
February 4, 2013 at 7:00 p.m.  
City Council Chambers  
701 Laurel Street, Menlo Park, CA 94025

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### CALL TO ORDER – 7:02 p.m.

**ROLL CALL** – Bressler, Eiref ([arrived 7:03 p.m.](#); [departed 8:57 p.m.](#)), Ferrick (Chair), Kadvany (Vice Chair – [arrived 7:06 p.m.](#)), O'Malley, Onken, Riggs

**INTRODUCTION OF STAFF** – Rachel Grossman, Associate Planner; Jean Lin, Associate Planner; Kyle Perata, Assistant Planner; Thomas Rogers, Senior 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.

#### A1. Update on Pending Planning Items

- a. Housing Element – Community Workshops – January 29 and 30, 2013
- b. 1976 Menalto Avenue – City Council Appeal – February 12, 2013
- c. 2200 Sand Hill Road – City Council Appeal – February 12, 2013

### 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 and items listed under Consent. 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.

#### C1. [Approval of minutes from the January 7, 2013 Planning Commission meeting.](#)

**COMMISSION ACTION:** M/S Onken/Ferrick to approve the minutes as submitted; 6-0, with Commissioner Kadvany absent.

### D. PUBLIC HEARING

- D1. [Use Permit/Sepi Agah/1011 Seymour Lane](#): 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 depth in the R-1-S (Residential Suburban) zoning district.  
**COMMISSION ACTION:** M/S Onken/Bressler to approve the item as recommended in the staff report; 5-0-2, with Commissioners Eiref and Riggs abstaining.

- D2. **Use Permit/Michael Davis, D&Z Design Associates, Inc./1325 Garden Lane:** Request for a use permit to demolish an existing single-story, single-family residence and subsequently construct a new two-story single-family residence including a basement with light wells that encroach into the required interior side yard and rear yard setbacks on a substandard lot with regard to lot width, lot depth and lot size in the R-E (Residential Estate) zoning district. One heritage pear tree measuring 16 inches in diameter, one coast live oak measuring 10.5 inches in diameter, and one two-pronged bay laurel measuring a total of 18.5 inches in diameter are proposed for removal as part of the project. **COMMISSION ACTION:** M/S Onken/O'Malley to approve the item with the following modifications; 7-0:  
**Add condition 4b:** Concurrent with demolition permit submittal, the demolition plans shall specify that new permanent fencing shall be constructed along the left side and rear property lines at the conclusion of the demolition work, subject to review and approval of the Planning Division. Prior to issuance of a building permit, the applicant shall submit documentation verifying installation of the new permanent fencing along the left side and rear property lines, subject to review and approval of the Planning Division.  
**Add condition 4c:** Concurrent with submittal of a complete building permit application, the site plan shall be revised to include new evergreen landscape screening elements along the left side property line, subject to review and approval of the Planning Division.  
**Add condition 4d:** The applicant and adjacent left side neighbor are encouraged to review pruning options for the London plane tree (Tree #1) with the City Arborist and Planning Division. Permitted pruning of this tree may, concurrent with submittal of a complete building permit, be incorporated into the project plans and arborist report, subject to review and approval of the Planning Division.
- D3. **Use Permit/Dan Rhoads/1330 Hoover Street:** Request for use permit approval for the demolition of an existing single-story, single-family residence and a detached garage and the construction of two new two-story, single-family residences on a substandard lot, in terms of lot width, in the R-3 (Apartment) zoning district. As part of this proposal, three heritage pine trees on the front left corner of the adjacent right-hand parcel (1326 Hoover Street) with diameters of between 22 and 27 inches are proposed to be removed. **COMMISSION ACTION:** M/S Riggs/Kadvany to approve the item with the following modification; 7-0:  
**Revise condition 4a:** The Planning Commission requests that the City Arborist reconsider the tentative approvals of heritage tree removal permits for Trees #1-3. If any of these permits are subsequently denied, the applicant shall, concurrent with submittal of a complete building permit application, revise the plans and arborist report to specify the retention of the trees and incorporate any necessary tree preservation measures. If any trees are approved for removal, the applicant shall submit a revised site plan to include an equivalent number of new trees at 1326 Hoover Street, simultaneous with the submittal of a complete building permit application. All revisions shall be subject to review and approval of the Planning Division.
- D4. **Use Permit/Ginbar Ketema for T-Mobile West LLC/1597 Willow Road:** Request for the renewal and modification of a use permit for an existing wireless telecommunications facility mounted on a PG&E transmission tower and an associated equipment enclosure under the transmission tower. The scope of work includes replacing the existing four antennas with upgraded LTE antennas and installing two new antennas for a total of six T-Mobile antennas at the site in the M-2 (General Industrial) zoning district. **COMMISSION ACTION:** M/S Ferrick/O'Malley to approve the item as recommended in the staff report; 5-0, with Commissioner Eiref absent and Commissioner Onken recused.
- E. **REGULAR BUSINESS**
- E1 **Use Permit Review/Beverages & More, Inc./700 El Camino Real Suite 210:** Request for a two-year review as required by the November 2010 use permit approval for the off-site sale of beer,

wine and distilled spirits, and for on-site wine tasting associated with a retail liquor and specialty market. The review requirement is not a reconsideration of the use, but is a "check in" intended to provide an opportunity to respond to potential questions/concerns related to this use.

The Commission briefly discussed the item, and asked questions of staff and the applicant. No public comment was made. The Commission did not raise any significant concerns or indicate a need for new/revised operating conditions.

## F. STUDY SESSION

- F1. [Study Session/Menlo Park Fire Protection District/700 Oak Grove Avenue and 1231 Hoover Street](#): Request for a use permit, architectural control, lot merger, and environmental review to demolish an existing fire station (Station 6) and single-family residence, construct a new fire station consisting of a two-story firehouse and a detached vehicle storage garage, and relocate an existing carriage house from its present location on Middlefield Road onto the subject site. As part of the proposal, two existing lots will be merged into one lot, and the merged lot will be rezoned from the El Camino Real/Downtown Specific Plan and R-3 (Apartment) districts to the P-F (Public Facilities) zoning district with an associated General Plan map amendment to Public Facilities. Additionally, there will be a Zoning Ordinance text amendment to the P-F district to allow a higher floor area ratio for public facilities. *No actions will take place at this meeting, but the study session will provide an opportunity for the Planning Commission and the public to become more familiar with the proposal and to identify potential questions and concerns.*

The Commission reviewed a presentation by the project applicant. No public comment was made. The Commission provided initial comments for the consideration of the applicant and staff.

## G. COMMISSION BUSINESS - None

**ADJOURNMENT - 10:11 p.m.**

### Future Planning Commission Meeting Schedule

Regular Meeting	February 25, 2013
Regular Meeting	March 4, 2013
Regular Meeting	March 18, 2013
Regular Meeting	April 8, 2013
Regular Meeting	April 22, 2013
Regular Meeting	May 6, 2013
Regular Meeting	May 20, 2013

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