



## PLANNING COMMISSION ACTIONS

Regular Meeting  
June 24, 2013 at 7:00 p.m.  
City Council Chambers  
701 Laurel Street, Menlo Park, CA 94025

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**CALL TO ORDER** – 7:01 p.m.

**ROLL CALL** – Bressler, Eiref (Vice Chair), Ferrick, Kadvany (Chair), Onken, Riggs, Strehl

**INTRODUCTION OF STAFF** – 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
- Housing Element – City Council – June 11, 2013
  - SRI Campus Modernization Project – EIR/FIA Contracts – June 11, 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 May 20, 2013 Planning Commission meeting](#)  
**COMMISSION ACTION:** M/S Riggs/Kadvany to approve the minutes as submitted; 7-0
- C2.** [Architectural Control/Khoan Duong/139 Stone Pine Lane](#): Request for approval for architectural control for exterior modifications of the front facade on an existing residence in the R-3 (Apartment) zoning district, including the addition of new gross floor area and building coverage.  
**COMMISSION ACTION:** M/S Riggs/Kadvany to approve the item as recommended in the staff report; 7-0
- C3.** [Architectural Control/Feve Building/711-715 Santa Cruz Avenue](#): Request for approval of architectural control to remodel the front elevation of a commercial building in the C-3 (Central Commercial) zoning district. **COMMISSION ACTION:** M/S Riggs/Kadvany to approve the item as recommended in the staff report; 7-0

## D. PUBLIC HEARING

- D1. **Use Permit/Sam Sinnott/575 Oak Knoll Lane**: Request for a use permit for excavation (removal of more than 12 inches of dirt) within the required rear and left side setbacks, associated with landscaping improvements on a standard size lot in the R-1-S (Single-Family Residential Suburban) zoning district. **COMMISSION ACTION:** M/S Eiref/Onken to approve the item as recommended in the staff report; 7-0.
- D2. **Use Permit/Fred Blome/368 McKendry Drive**: Request for a use permit for a single-story remodel and addition to an existing nonconforming single-story, single-family residence in the R-1-U (Single Family Urban) zoning district. The proposed work would exceed 75 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. **COMMISSION ACTION:** M/S Eiref/Strehl to approve the item as recommended in the staff report; 7-0.
- D3. **Use Permit/Seth Brookshire/1097 Woodland Avenue**: Request for a use permit for interior remodeling and the construction of a first floor addition to an existing single-story, nonconforming single-family residence in the R-1-U (Single-Family Urban) zoning district. The project would exceed 75 percent of the existing replacement value in a 12-month period and requires approval of a use permit by the Planning Commission. As part of the project, the applicant is proposing to remove a heritage silk oak tree (17-inch diameter, poor condition) and a heritage Monterey pine tree (24-inch diameter, poor condition) located in the rear of the property. **COMMISSION ACTION:** M/S Ferrick/Strehl to approve the item as recommended in the staff report; 4-3, with Commissioners Kadwany, Onken, and Riggs dissenting.
- D4. **Use Permit and Architectural Control/Richard Jacobsen/50, 243, and 297 Terminal Avenue**: Request for a use permit and architectural control to remove six existing modular buildings and construct new school facilities consisting of seven classroom buildings, an administration building, a social center, an equipment storage shed, fencing up to 12 feet in height, and associated site improvements at an existing private school and adjacent vacant land located at 50 Terminal Avenue. As part of the proposed development, two single-family residences adjacent to the school site located at 243 and 297 Terminal Avenue are proposed to be demolished and replaced with two new single-story, single-family residences. A total of 16 heritage trees are proposed for removal. The entire project site is in the R-1-U (Single Family Urban) zoning district. **Continued from the meeting of June 10, 2013** **COMMISSION ACTION:** M/S Ferrick/Bressler to approve the item with the following modifications; 7-0:  
**Revise condition 5h:** Prior to building permit issuance, the applicant shall record easements or deed restrictions on 243 and 297 Terminal Avenue for water, storm drain, utility, and emergency vehicle access driveway easements, for the benefit of 50 Terminal Avenue. The easement or deed restriction is subject to review and approval by the Building Division and/or the City Attorney, and must be recorded by the applicant at the San Mateo County Recorder's Office prior to building permit issuance.  
**Add condition 5k:** The applicant shall make a good-faith effort to retain some or all of the trees at the rear-left area of the school site (trees #43-48), for the benefit of the adjacent residential properties along Terminal Avenue. The applicant shall coordinate with the Menlo Park Fire Protection District as needed, and shall submit the following prior to building permit issuance, subject to review and approval of the Planning Division and City Arborist:  
a. Revised plans and arborist report incorporating the retention of these trees; and/or  
b. Documentation of why tree retention is not feasible.

## E. REGULAR BUSINESS – None

## F. COMMISSION BUSINESS

- F1. **Designation of Acting Chair for July 8, 2013 Planning Commission Meeting**  
**COMMISSION ACTION:** M/S Strehl/Riggs to nominate Commissioner Ferrick as acting chair for the July 8, 2013 meeting; 7-0.

**ADJOURNMENT - 9:32 p.m.**

Future Planning Commission Meeting Schedule

Regular Meeting	July 8, 2013
Regular Meeting	July 22, 2013
Regular Meeting	August 5, 2013
Regular Meeting	August 19, 2013
Regular Meeting	September 9, 2013
Regular Meeting	September 23, 2013
Regular Meeting	October 14, 2013
Regular Meeting	October 28, 2013

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