



PLANNING COMMISSION AGENDA

Regular Meeting
July 22, 2013 at 7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:01 p.m.

ROLL CALL – Bressler, Eiref (Vice Chair), Ferrick ([absent](#)), Kadvany (Chair), Onken, Riggs, Strehl

INTRODUCTION OF STAFF – Momoko Ishijima, 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. Louise Street Right-of-Way Abandonment – City Council, July 16, 2013
 - b. Housing Element – City Council, July 16, 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 June 24, 2013 Planning Commission meeting](#)
COMMISSION ACTION: M/S Riggs/Strehl to approve the minutes as submitted; 6-0, with Commissioner Ferrick absent.

D. PUBLIC HEARING

- D1. [Use Permit/Naresh Shanker/1280 Bay Laurel Drive](#): Request for a use permit for the construction of single-story additions to an existing nonconforming single-story, single-family residence on a standard lot in the R-1-S (Single Family Suburban) zoning district. The project would exceed 75 percent of the existing replacement value in a 12-month period. **COMMISSION ACTION:** M/S Eiref/Onken to approve the item as recommended in the staff report; 6-0, with Commissioner Ferrick absent.
- D2. [Use Permit/DGB Development/204 University Drive](#): Request for a use permit to demolish an existing single-story, single-family residence and construct a new two-story, single-family

residence with a detached garage on a substandard lot with regard to lot depth and lot size in the R-1-U (Single Family Urban) zoning district. **COMMISSION ACTION:** M/S Strehl/Kadvany to approve the item as recommended in the staff report; 6-0, with Commissioner Ferrick absent.

- D3. Minor Subdivision/Gilbert Fernandez/1357 Woodland Avenue:** Request for a tentative parcel map to create two single-family residential parcels where one parcel currently exists in the R-1-U (Single Family Urban) zoning district. As part of the proposed development, the existing single-family residence would be demolished, and one 22.1-inch diameter heritage English walnut tree in the front yard is proposed for removal. **COMMISSION ACTION:** M/S Onken/Riggs to approve the item with the following modification; 6-0, with Commissioner Ferrick absent:

Modify condition 4c: Simultaneous with the submittal of a complete building permit application for Parcel 2, the applicant shall revise the plans to include the species and size for two proposed heritage tree replacements, subject to review and approval of the Planning Division and City Arborist. The heritage tree replacements shall be a minimum of 15 24-inch box galls in size, and shall be located within the first 20 feet of the front property line.

- D4. Architectural Control and Use Permit/Houston Striggow/642 Santa Cruz Avenue:** Request for architectural control for exterior modifications to apply a partially opaque film to a portion of the left side façade (along the breezeway) of an existing bakery in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The application also includes a request for a use permit for outside seating along Santa Cruz Avenue. **COMMISSION ACTION:** M/S Onken/Strehl to partially approve and partially continue the item as follows; 6-0, with Commissioner Ferrick absent:

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current CEQA Guidelines.
2. Make findings, as per Section 16.82.440 of the Zoning Ordinance that the proposed outdoor seating in conjunction with a bakery is appropriate and would not be detrimental to the health, safety, morals, comfort, or general welfare of the persons residing or working in the neighborhood of such proposed use. In addition, the outdoor seating would maintain unimpeded pedestrian access on the public right-of-way.
3. ~~Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:~~ Continue the request for architectural control with the following suggestions for redesign:
 - 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.~~
 - e. ~~The development is consistent with the El Camino Real/Downtown Specific Plan. In particular:~~
 - i. ~~The project complies with the 50 percent limit for opaque glass on a façade (Standard E.3.5.16).~~
 - ii. ~~The project complies with the minimum 50 percent transparency requirement for opaque glass (Standard E.3.5.02).~~

- The mop sink should be screened from view;
 - Display cases containing products and/or mixing bowls could be located adjacent to the breezeway windows;
 - The applicant should work with the neighboring tenants to find a design solution for the breezeway façade;
 - The office should be modified to be more visually appealing;
 - Branding and signage could be part of a solution for the treatment along the breezeway façade; and
 - The applicant may also propose alternate comprehensive solutions that address the concerns stated by the Planning Commission.
4. Approve the use permit ~~and architectural control~~ requests subject to the following **standard** conditions of approval:
- a. Development of the project shall be substantially in conformance with the plans prepared by John Clarke Architects, dated received July 5, 2013, consisting of four plan sheets and approved by the Planning Commission on July 22, 2013, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - b. The applicant shall comply with all West Bay Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - c. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
5. Approve the use permit ~~and architectural control~~ subject to the following **project specific** conditions:
- a. Within two weeks of the effective date of the Planning Commission action, the applicant shall submit an encroachment permit for the outdoor seating within the public right-of-way along Santa Cruz Avenue, subject to review and approval of the Engineering and Planning Divisions.

E. COMMISSION BUSINESS - None

ADJOURNMENT – 9:10 p.m.

Future Planning Commission Meeting Schedule

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