



PLANNING COMMISSION ACTIONS

Regular Meeting
August 19, 2013 at 7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

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

INTRODUCTION OF STAFF – Rachel Grossman, Associate Planner, Justin Murphy, Development Services Manager; Kyle Perata, Assistant 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 – Steering Committee Meeting #2 - August 26, 2013
- b. General Plan – City Council – August 27, 2013
- c. SRI Campus Modernization Project - Updated Draft Public Outreach and Development Agreement Negotiation Process – City Council – August 27, 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 July 22, 2013 Planning Commission meeting](#)

COMMISSION ACTION: M/S Kadvany/Bressler to approve the minutes with the following modification; 4-0-2, with Commissioners Ferrick and Riggs abstaining and Commissioner Strehl absent.

- Page 16, 5th paragraph, last line: Replace “those directions” with “that ambiguity”.

D. ENVIRONMENTAL IMPACT REPORT SCOPING SESSION

- D1. Review and comment on the Notice of Preparation (NOP) to identify the content of the Environmental Impact Report (EIR) to be prepared for the following project:

[General Plan Amendment, Zoning Ordinance Amendment, Rezoning, Lot Reconfiguration, Abandonment of Reserved Right-of-Way, Amended and Restated Conditional Development Permit, Development Agreement, Heritage Tree Removal Permits, Environmental Review/SRI International/333 Ravenswood Avenue](#): General Plan Amendment and Zoning Ordinance Amendment to create a new General Plan land use designation and a new zoning district that would allow for the redevelopment of the existing 63.2-acre research campus with a maximum gross floor area of approximately 1.38 million square feet. The new zoning district would conditionally permit uses such as research and development facilities, including laboratories, offices, auditoriums, conference facilities, employee amenities including cafes and health/fitness centers, accessory facilities, and public utilities. The project also includes requests to rezone the Project Site from C-1 (X) (Administrative and Professional District, Restrictive, Conditional Development) and P (Parking) to the new zoning district, an amended and restated conditional development permit, reconfiguration of the existing five lots, abandonment of reserved right-of-way for an undeveloped portion of the Burgess Drive right-of-way located on the subject property, a development agreement, environmental review including preparation of an environmental impact report, and preparation of a fiscal impact analysis. As part of the project, approximately 96 heritage trees are proposed for removal in phases.

As a scoping item, the Commission did not take action on the item. Commissioners provided comments including the following:

- Alternatives
 - Confirmed plausible project alternatives
 - Consider including residential uses on-site in one of the alternatives
- Transportation
 - Confirmed what circulation changes were proposed as part of the project
 - Request for information regarding the percentage of employees who utilize alternative transportation
- Hazards and Hazardous Materials
 - Consider the quantity and location of proposed hazardous materials
- Noise
 - Consider potential for noise impacts to proximate residential units
- Greenhouse Gases
 - Changes in energy usage should be evaluated

E. STUDY SESSION

- E1. Review and comment on the following project, which will include the preparation of a Fiscal Impact Analysis (FIA):

[General Plan Amendment, Zoning Ordinance Amendment, Rezoning, Lot Reconfiguration, Abandonment of Reserved Right-of-Way, Amended and Restated Conditional Development Permit, Development Agreement, Heritage Tree Removal Permits, Environmental Review/SRI International/333 Ravenswood Avenue](#): General Plan Amendment and Zoning Ordinance Amendment to create a new General Plan land use designation and a new zoning district that would allow for the redevelopment of the existing 63.2-acre research campus with a maximum gross floor area of approximately 1.38 million square feet. The new zoning district would conditionally permit uses such as research and development facilities, including laboratories, offices, auditoriums, conference facilities, employee amenities including cafes and health/fitness

centers, accessory facilities, and public utilities. The project also includes requests to rezone the Project Site from C-1 (X) (Administrative and Professional District, Restrictive, Conditional Development) and P (Parking) to the new zoning district, an amended and restated conditional development permit, reconfiguration of the existing five lots, abandonment of reserved right-of-way for an undeveloped portion of the Burgess Drive right-of-way located on the subject property, a development agreement, environmental review including preparation of an environmental impact report, and preparation of a fiscal impact analysis. As part of the project, approximately 96 heritage trees are proposed for removal in phases.

As a study session item, the Commission did not take action on the item. Commissioners provided comments including the following:

- Housing
 - Consider the inclusion of on-site employee housing for visiting researchers
- Project Design
 - Consider opening up the campus to the community more through the provision of public open space, retail uses, or other publicly accessible uses on the perimeter of the project site
 - Consider how the appearance of the tops of the buildings, in addition to the required screening of roof-top equipment
- Development Time Horizon
 - Consider infrastructure phasing required by the 25-year build-out timeline
 - Minimize development time-frame, if feasible
- Transportation
 - Instead of constructing public access on the reserved Burgess Drive right-of-way, consider a connection proximate to Ringwood Avenue
- Employee Count
 - Confirmed that all employees would be counted as one employee, regardless of whether or not they are SRI employees (current CDP counts non-SRI employees on a 2:1 basis)

F. PUBLIC HEARING - None

G. REGULAR BUSINESS - None

H. COMMISSION BUSINESS

H1. Residential Design Review: The Planning Commission will review a report from the Design Review subcommittee that was appointed at the June 10, 2013 meeting. Areas of focus include: design review examples, thinking about Menlo Park neighborhoods, Planning Commission issues and experience, and next steps.

The Commission subcommittee comprised of Commissioners Kadvany, Onken, and Riggs presented preliminary research on examples of design review guidelines, Menlo Park neighborhood character, and issues that may be of concern to the Commission in the review of single-family residential development. With feedback from the rest of the Commission, the subcommittee will continue to work on the development of design guidelines for use by staff when working with applicants and the Commission in the review of development proposals for single-family homes on substandard lots. After development of guidelines and a period of use, the Commission may consider expanding the use of the guidelines on a broader scale.

ADJOURNMENT - 9:50 PM

Future Planning Commission Meeting Schedule

Regular Meeting	September 9, 2013
Regular Meeting	September 23, 2013
Regular Meeting	October 7, 2013
Regular Meeting	October 28, 2013
Regular Meeting	November 4, 2013
Regular Meeting	November 18, 2013
Regular Meeting	December 9, 2013
Regular Meeting	December 16, 2013

Planning Commission meetings are recorded and audio broadcast live. To listen to the live audio broadcast or to past recordings, go to http://menlopark.granicus.com/ViewPublisher.php?view_id=2.