



## PLANNING COMMISSION ACTIONS

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

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**CALL TO ORDER** – 7:01 p.m.

**ROLL CALL** – Bressler, Eiref (Vice Chair), Ferrick, Kadvany (Chair), Onken ([absent](#)), Riggs, Strehl ([departed during item D1](#))

**INTRODUCTION OF STAFF** – Arlinda Heineck, Community Development Director; Kyle Perata, Associate 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. El Camino Real/Downtown Specific Plan Initial Review - City Council – November 19, 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 October 7, 2013 Planning Commission meeting](#)  
**COMMISSION ACTION:** M/S Strehl/Riggs to approve the minutes with the following modifications, 6-0, with Commissioner Onken absent.
- Page 17, 4<sup>th</sup> paragraph, 2<sup>nd</sup> line: Replace “Chair Kadvany said it was to have the ability with a project below the current threshold values that because of some unusual aspect would negotiate for public benefit. He said if the threshold was low the City had retained that option.” with “Chair Kadvany said it was to have the ability, for a project below the current threshold values, to have the option to negotiate for public benefit. He said if the threshold was lower the city retained that option.”
  - Page 20, 6<sup>th</sup> paragraph, 1<sup>st</sup> line: Replace “ensured” with “ensued”
  - Page 20, last paragraph, 6<sup>th</sup> line: Start a new paragraph after the word “district”
  - Page 21, 4<sup>th</sup> paragraph, 1<sup>st</sup> line: Replace “...overview of comments and thoughts about the design and layout of the Middle Avenue Plaza.” with “...overview of public comments about the design and layout of the Middle Avenue Plaza.”

- Page 22, 5<sup>th</sup> paragraph, 1<sup>st</sup> line: Replace “he understood” with “he had understood”
- Page 22, 6<sup>th</sup> paragraph, last line: Replace “it nothing” with “it had nothing”
- Page 22, last paragraph, 1<sup>st</sup> line: Replace “ages” with “pages”

#### D. PUBLIC HEARING

- D1. Conditional Development Permit Amendment/Bob Linder/350 Sharon Park Drive:** Request for a Conditional Development Permit (CDP) amendment for a project at an existing multi-building apartment complex located in the R-3-X (Residential Apartment, Conditional Development) zoning district. The project would include the demolition of the existing recreation building, the construction of a new recreation building and a new leasing office and associated parking area, façade improvements to all of the existing apartment buildings, and landscaping modifications. The proposed modifications would result in an increase in the maximum building coverage of up to 40 percent at the subject site, which would exceed the current maximum of 30 percent, set by the existing CDP. The proposed amendment to the existing CDP (which covers multiple sites in the vicinity) would apply only to the subject site, and would not alter the development standards for any of the other properties within the CDP. As part of the proposal, 62 heritage size trees throughout the approximately 15.6-acre site are proposed for removal. **COMMISSION ACTION:** M/S Riggs/Kadvany to continue the item with direction including the following; 5-0, with Commissioners Onken and Strehl absent:

- Comprehensively reevaluate the proposed heritage tree removal requests, in particular for removals that would not be directly construction-related, and to subsequently mark (e.g. ribbons) the trees proposed for removal in order to enable clear on-site review by Planning Commissioners and/or the public; and
- Work with Recology to determine if on-site trash collection is feasible.

#### E. REGULAR BUSINESS

- E1 Architectural Control/Rita Parasnis/727 El Camino Real:** Request for Planning Commission review of compliance with conditions of approval regarding the proposed material for a portion of the front façade and the general signage location and size, related to an approved architectural control request to remodel and construct additions to an existing hotel in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The overall project was reviewed and approved at the Planning Commission meeting of September 23, 2013. **COMMISSION ACTION:** M/S Kadvany/Ferrick to approve the item as recommended in the staff report; 5-0, with Commissioners Onken and Strehl absent.
- E2 El Camino Real/Downtown Specific Plan/Initial Review:** Initial evaluation of the El Camino Real/Downtown Specific Plan, which was approved in 2012. As specified by Chapter G (“Implementation”), the Planning Commission and City Council will conduct an initial review of the Plan one year after adoption, with ongoing review at two-year intervals thereafter. This review is intended to ensure that the Plan is functioning as intended, as well as to consider the policy-related implications of various Plan aspects. Depending on the results of the initial review, potential modifications may be formally presented for Planning Commission recommendation and City Council action at subsequent meetings. Any such modifications may require additional review under the California Environmental Quality Act (CEQA). **Continued from the meeting of October 28, 2013** **COMMISSION ACTION:** At this meeting, the Planning Commission considered a process/content recommendation prepared by the Chair, continued from October 28, 2013. Specifically, the Planning Commission reviewed Section D “Middle Plaza & ECR SE Zone”, which had not been discussed on October 28 due to conflict/quorum issues. The November 4 meeting concluded the Planning Commission’s review of this topic.

At the November 4, 2013 meeting, a majority of the Planning Commission favored the following recommendations, excerpted from the Chair’s submittal. With one exception (shown in ~~strikethrough~~ and underline), the Commission did not alter the wording as suggested by the Chair.

Fuller summaries and vote tallies for all items will be provided when the City Council reviews these topics.

#### **D. MIDDLE PLAZA & ECR SE ZONE**

##### ***Add Plan text which:***

1. ~~Eliminates a role for High Speed Rail in Middle Avenue tunnel design or construction. Revise text on Specific Plan page D45 (third paragraph) to read: "The rail crossing itself should consider High Speed Rail improvements, but may be undertaken at any time."~~ (exact wording may be refined)

2. Makes design and construction of tunnel and plaza, and a bicycle/pedestrian tunnel, simultaneous with earliest ECR SE building(s) design and construction.

4. Sets default funding for plaza and tunnel design and construction to be provided by ECR SE developer(s) and/or owner in whole, as negotiated with City Council and/or designated group. Such funding may count toward public benefit as relevant.

**Comment:** Partial funding as a negotiation outcome is addressed under INFRASTRUCTURE.

6. Provides flexible criteria for ECR SE building breaks, maximum front setbacks and retail parking siting to facilitate optimal Plaza design and retail parking access.

#### **F. COMMISSION BUSINESS – None**

**ADJOURNMENT** - 11:37 p.m.

#### Future Planning Commission Meeting Schedule

Regular Meeting	November 18, 2013
Regular Meeting	December 9, 2013
Regular Meeting	December 16, 2013

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