



## OFFICE OF THE CITY MANAGER

Council Meeting Date: June 11, 2013  
Staff Report #: 13-107

Agenda Item #: J-1

### COUNCILMEMBER REPORTS: 500 El Camino Real Subcommittee Report

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This is a Council report only and does not require Council action.

#### BACKGROUND

At the April 16<sup>th</sup> City Council meeting, the City Council empaneled a Subcommittee of the City Council, consisting of Council Members Keith and Carlton.

The purpose of this subcommittee is to:

- provide a framework for discussing the issues related to the 500 El Camino Project (Stanford)
- facilitate conversations between neighborhood representatives and the applicant regarding project refinement that balances the needs of Stanford and the greater Menlo Park community prior to project submittal for consideration by the Planning Commission and City Council
- assist with developing a timeline for review of the Specific Plan

Subcommittee meetings are not open to the public and are not subject to the public noticing requirements of the Brown Act. The Subcommittee has the discretion to invite stakeholders to discuss information that is deemed relevant to fulfilling its purpose. The Subcommittee will periodically provide status reports to the City Council.

#### ANALYSIS

##### Overview:

The Subcommittee has met four times since the April 16<sup>th</sup> City Council Meeting.

##### **April 24, 2013**

The Subcommittee met with the City Manager and City Attorney to prioritize its goals and assign staff support. Economic Development Manager Jim Cogan was assigned to provide staff support to the Subcommittee.

##### **May 14, 2013**

The Subcommittee met with staff in order to review the relevant traffic studies to date and determine the necessity and appropriate scope of additional traffic analysis. The

impacts of potential cut-through traffic on the residential streets bounded by Middle Avenue, University Drive, Creek Drive, and El Camino Real were identified as one analysis that should be conducted.

### **May 22, 2013**

The Subcommittee met with staff and neighborhood representatives (Stefan Petry, George Fisher and Kevin Vincent-Sheehan) to review the relevant traffic analysis to date and discuss the proposed scope of a traffic analysis. It was determined that additional current traffic count information was required for the residential streets bounded by Middle Avenue, University Drive, Creek Drive, and El Camino Real. It was agreed upon that the traffic counts should be taken before the end of the school year in order to capture the most accurate average traffic counts possible. The Subcommittee directed staff to conduct traffic counts prior to the close of school.

### **June 5, 2013**

The Subcommittee met with staff to review progress on traffic count data collection and develop a timeline for additional meetings and stakeholders who should be invited to meet with the Subcommittee. In accordance with the Subcommittee's direction, traffic count data was being collected prior to the end of the school year.

## **POLICY ISSUES**

Review of the Specific Plan should be scheduled to coincide with the completion of the Subcommittee's work on the 500 El Camino Project. Therefore, staff is currently preparing to begin the Specific Plan review in September in order to provide the Subcommittee to finish its work.

## **ENVIRONMENTAL REVIEW**

Environmental review is not required.

## **PUBLIC NOTICE**

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting.

Report prepared by:  
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