



PLANNING COMMISSION AGENDA

Regular Meeting
May 4, 2015 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, Combs, Eiref (Chair), Ferrick, Kadwany, Onken (Vice Chair), Strehl

INTRODUCTION OF STAFF – Michele Morris, Assistant Planner; Justin Murphy, Assistant Community Development Director; Tom Smith, Associate Planner; Thomas Rogers, Senior Planner; Corinna Sandmeier, Associate 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. Planning Commission Appointments – City Council – May 5, 2015
 - b. ConnectMenlo Workshop – May 2 and 7, 2015

B. PUBLIC COMMENTS #1 (Limited to 30 minutes)

Under “Public Comments #1,” 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 March 23, 2015 Planning Commission meeting ([Attachment](#))
- C2.** Approval of minutes from the April 6, 2015 Planning Commission meeting ([Attachment](#))
- C3. Sign Review/Michelle Olmstead/4085 Campbell Avenue:** Request for sign review for a new building-mounted sign that would feature greater than 25 percent of the sign area in a bright red color. The signage would be located on an existing building in the M-2 (General Industrial) zoning district. ([Attachment](#))

D. PUBLIC HEARING

- D1. Use Permit/Leopold Vandeneynde/523 Central Avenue:** Request for a use permit to demolish an existing single-story, single-family residence and detached garage and construct a new two-story, single-family residence with an attached garage on a substandard lot with regard to lot width, depth and area in the R-1-U (Single-Family Urban Residential) zoning district. As part of the proposal, a heritage trident maple measuring 16 inches in diameter, at the front right side of the property, is proposed for removal. ([Attachment](#))

E. REGULAR BUSINESS

- E1. Modification to Approved Plans Associated with a Conditional Development Permit (CDP)/Jason Chang for CS Bio Co./ 20 Kelly Court:** Request for a modification to the project plans associated with an existing conditional development permit (CDP), previously approved by the City Council in December 2012. At this time, the applicant is requesting to defer façade modifications to the single-story concrete tilt-up portion of the subject building, defer installation of a new roof screen on that portion of the building, and to allow the existing trash enclosure to remain. The previously approved project included metal panels on the concrete tilt-up building, a new roof screen, and a new trash enclosure. The applicant would paint the existing concrete tilt-up building to match the new construction; however, any approval of the deferral request would contain a time limit to allow the applicant to consider potential modifications to the overall development at the site as part of the City's General Plan update. As part of the proposal, the applicant is requesting approval to install temporary seasonal decorations on the roof of the building. Per Section 6.3.1 (Major Modifications) of the approved CDP, the applicant may request modifications to the exterior of the building, subject to review and approval by the Planning Commission. The subject site is located in the M-2 (General Industrial, Conditional Development) zoning district. ([Attachment](#))

- E2. Modification to Approved Plans Associated with a Conditional Development Permit (CDP)/David D. Bohannon/101-155 Constitution Drive and 100-190 Independence Drive:** Request for a modification to the project plans associated with an existing conditional development permit (CDP), previously approved by the City Council in June 2010. At this time, the applicant is requesting an increase in the number of hotel rooms from 230 to 250, an increase in the square footage of the hotel of approximately 24,000 from 173,000 to 197,000, incorporation of the health and fitness facility into a parking structure on the Independence site, a decrease in the square footage of the health and fitness facility of approximately 28,000 from 69,000 to 41,000, and a net decrease in square footage of approximately 4,400 for the total project. The office component of the project would receive updates to the architecture and slight adjustments to building placement. Per Section 6.1.2 of the approved CDP, the applicant may request modifications to the project, subject to review and recommendation by the Planning Commission and a determination from the City Manager. The subject site is located in the M-3-X (Commercial Business Park, Conditional Development) zoning district. ([Attachment](#))

F. COMMISSION BUSINESS – None

G. STUDY SESSION – None

H. INFORMATION ITEMS – None

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	May 18, 2015
Regular Meeting	June 8, 2015
Regular Meeting	June 22, 2015
Regular Meeting	July 13, 2015
Regular Meeting	July 20, 2015

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at <http://www.menlopark.org/notifyme> and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service on the City's homepage. Agendas and staff reports may also be obtained by contacting Vanh Malathong at 650-330-6736. (Posted: April 29, 2015)

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the commission by any person in connection with an agenda item is a disclosable public record (subject to any exemption under the Public Records Act) and is available for inspection at The Community Development Department, Menlo Park City Hall, 701 Laurel Street, Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Planning Commission meetings, may contact the City Clerk at (650) 330-6600.

Planning Commission meetings are recorded and audio broadcast live. To listen to the live audio broadcast or to past recordings, go to www.menlopark.org/streaming.



PLANNING COMMISSION

Agenda and Meeting Information

The Planning Commission welcomes your attendance at and participation in this meeting. The City supports the rights of the public to be informed about meetings and to participate in the business of the City.

ASSISTANCE FOR PERSONS WITH DISABILITIES: Person with disabilities who require auxiliary aids or services in attending or participating in Planning Commission meetings, may call the Planning Division office at (650) 330-6702 prior to the meeting.

COMMISSION MEETING AGENDA AND REPORTS: Copies of the agenda and the staff reports with their respective plans are available prior to the meeting at the Planning Division counter in the Administration Building, and on the table at the rear of the meeting room during the Commission meeting. Members of the public can view or subscribe to receive future weekly agendas and staff reports in advance by e-mail by accessing the City website at <http://www.menlopark.org>.

MEETING TIME & LOCATION: Unless otherwise posted, the starting time of regular and study meetings is 7:00 p.m. in the City Council Chambers. Meetings will end no later than 11:30 p.m. unless extended at 10:30 p.m. by a three-fourths vote of the Commission.

PUBLIC TESTIMONY: Members of the public may directly address the Planning Commission on items of interest to the public that are within the subject matter jurisdiction of the Planning Commission. The City prefers that such matters be presented in writing at the earliest possible opportunity or by fax at (650) 327-1653, e-mail at planning.commission@menlopark.org, or hand delivery by 4:00 p.m. on the day of the meeting.

Speaker Request Cards: All members of the public, including project applicants, who wish to speak before the Planning Commission must complete a Speaker Request Card. The cards shall be completed and submitted to the Staff Liaison prior to the completion of the applicant's presentation on the particular agenda item. The cards can be found on the table at the rear of the meeting room.

Time Limit: Members of the public will have **three** minutes and applicants will have **five** minutes to address an item. Please present your comments clearly and concisely. Exceptions to the time limits shall be at the discretion of the Chair.

Use of Microphone: When you are recognized by the Chair, please move to the closest microphone, state your name and address, whom you represent, if not yourself, and the subject of your remarks.

DISORDERLY CONDUCT: Any person using profane, vulgar, loud or boisterous language at any meeting, or otherwise interrupting the proceedings, and who refuses to be seated or keep quiet when ordered to do so by the Chair or the Vice Chair is guilty of a misdemeanor. It shall be the duty of the Chief of Police or his/her designee, upon order of the presiding officer, to eject any person from the meeting room.

RESTROOMS: The entrance to the men's restroom is located outside the northeast corner of the Chamber. The women's restroom is located at the southeast corner of the Chamber.

If you have further questions about the Planning Commission meetings, please contact the Planning Division Office (650-330-6702) located in the Administration Building.