



## REGULAR MEETING AGENDA

**Date:** 1/14/2019  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

**A. Call To Order**

**B. Roll Call**

**C. 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.

**D. Public Comment**

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda, and items listed under Consent Calendar. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

**E. Consent Calendar**

E1. Approval of minutes from the December 3, 2018, Planning Commission meeting. ([Attachment](#))

E2. Approval of minutes from the December 10, 2018, Planning Commission meeting. ([Attachment](#))

**F. Public Hearing**

- F1. Use Permit/Thomas E. Bishop/1105 Hollyburne Avenue:  
Request for a use permit for the construction of a new two-story single-family residence on a substandard lot with respect to lot width and area in the R-1-U (Urban Residential) zoning district. The subject lot is less than 5,000 square feet, and therefore the applicant is requesting the floor area limit be established by the Planning Commission. The proposal also includes the removal of three heritage size trees: two plum trees and Lombardy poplar. ([Staff Report #19-001-PC](#))
- F2. Use Permit and Architectural Control/Aparna Saha/710 Willow Road:  
Request for a use permit and architectural control to convert one service bay into additional convenience store area and install a new double front door and exterior windows as part of a proposed convenience store expansion at an existing gas station in the C-4 (General Commercial)

zoning district. A new trash enclosure would also be added to screen existing uncovered dumpsters at the southeast corner of the property. The proposal also includes the removal of three heritage size trees: one shiny xylosma, one California bay, and one coast live oak. ([Staff Report #19-002-PC](#))

F3 and G1 are associated items with a single staff report

- F3. Environmental Impact Report (EIR) Scoping Session/Tarlton Properties, LLC/1350 Adams Court: Public hearing for an EIR scoping session for a request for a use permit, architectural control, heritage tree removal permits, below market rate housing agreement, and environmental review to construct a new approximately 260,400 square foot, five-story research and development (R&D) building with a portion of the parking partially below grade and a multi-story parking garage integrated into the building located at 1350 Adams Court in the LS-B (Life Science, Bonus) zoning district. The project site currently contains an existing approximately 188,000 square foot R&D and warehousing building (addressed 1305 O'Brien Drive) and the total proposed gross floor area at the project site with the proposed new building would be approximately 448,500 square feet with a total proposed floor area ratio (FAR) of 92 percent for the project site. The proposal includes a request for an increase in height and FAR under the bonus level development allowance in exchange for community amenities. ([Staff Report #19-003-PC](#))

## **G. Study Session**

- G1. Study Session/Tarlton Properties, LLC/1350 Adams Court: Study session for a request for a use permit, architectural control, heritage tree removal permits, below market rate housing agreement, and environmental review to construct a new approximately 260,400 square foot, five-story research and development (R&D) building with a portion of the parking partially below grade and a multi-story parking garage integrated into the building located at 1350 Adams Court in the LS-B (Life Science, Bonus) zoning district. The project site currently contains an existing approximately 188,000 square foot R&D and warehousing building (addressed 1305 O'Brien Drive) and the total proposed gross floor area at the project site with the proposed new building would be approximately 448,500 square feet with a total proposed floor area ratio (FAR) of 92 percent for the project site. The proposal includes a request for an increase in height and FAR under the bonus level development allowance in exchange for community amenities. ([Staff Report #19-003-PC](#))

## **H. Informational Items**

- H1. Future Planning Commission Meeting Schedule – The upcoming Planning Commission meetings are listed here, for reference. No action will be taken on the meeting schedule, although individual Commissioners may notify staff of planned absences.
- Regular Meeting: January 28, 2019
  - Regular Meeting: February 11, 2019
  - Regular Meeting: February 25, 2019

## **J. Adjournment**

Agendas are 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 [www.menlopark.org](http://www.menlopark.org) and can receive e-mail notification of agenda and staff report postings by subscribing to the "Notify Me" service at [menlopark.org/notifyme](http://menlopark.org/notifyme).

Agendas and staff reports may also be obtained by contacting the Planning Division at 650-330-6702. (Posted: 01/09/2019)

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 public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.