



## REGULAR MEETING AGENDA

**Date:** 5/20/2019  
**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 April 29, 2019, Planning Commission meeting. ([Attachment](#))

E2. Approval of minutes from the May 6, 2019, Planning Commission meeting. ([Attachment](#))

**F. Public Hearing**

F1. Use Permit Revision/Hai Do/445 Oak Court:  
Request for a revision to a previously approved use permit to demolish a single-story residence and detached garage and construct a new two-story residence including a basement, detached garage, and secondary dwelling unit on a substandard lot with regard to lot width, located in the R-1-U (Single-Family Urban Residential) zoning district. The proposed revision includes modifications to the front entryway to include a new awning and front door. ([Staff Report #19-037-PC](#))

F2. Use Permit/Anuj Suri/631 College Avenue:  
Request for a use permit to demolish an existing one-story single family residence with a detached garage and construct a new two-story single family residence with a basement and attached garage on a substandard lot with regard to lot width in the R-1-U (Single Family Urban Residential)

zoning district. As part of the project, the applicant proposes to remove one heritage sized flowering magnolia tree. ([Staff Report #19-038-PC](#))

- F3. Use Permit and Minor Subdivision/Jeff Huber/10 Maywood Lane and 8 Maywood Lane: Request for a use permit to construct a basement and a new addition, including an attached three-car garage, to an existing three-story, single-family residence that is nonconforming with respect to height in the R-1-S (Single Family Suburban Residential) district. The value of the proposed work would exceed 50 percent of the replacement value of the structure within a 12-month period and therefore requires Planning Commission approval of a use permit. The proposal involves additional requests for the property addressed 10 Maywood Lane, including a use permit request for excavation into the required left-side setback for a proposed light well and a use permit request to modify the secondary dwelling unit front setback, reducing the setback to 11 feet, 8 inches, where a minimum of 20 feet is required. The project includes a minor subdivision to reconfigure property lines and create three parcels from two existing parcels. ***Withdrawn by applicant***

## **G. Regular Business**

- G1. 2019-20 Capital Improvement Plan/General Plan Consistency: Consideration of consistency of the 2019-20 projects of the Five-Year Capital Improvement Plan with the General Plan. ([Staff Report #19-039-PC](#))

## **H. Study Session**

- H1. Use Permit and Architectural Control/David Claydon/555 Willow Road: Request for a study session for a use permit and architectural control review to demolish an existing nonconforming office building (currently vacant) and construct a 16-bedroom, three-story boardinghouse. The project site is located in the R-3 (Residential Apartment) zoning district, and boardinghouses are conditional uses in the R-3 zoning district. As part of the project, the existing restaurant building, which is a nonconforming use, would remain. The proposed project would include eight parking spaces devoted to the boardinghouse and five parking spaces for the restaurant, for a total of 14 on-site where 16 spaces are required. ([Staff Report #19-040-PC](#))
- H2. Zoning Ordinance Amendments/City of Menlo Park: Review and provide recommendations on an ordinance amending Chapter 16.93 [Antennae] and adding Chapter 16.94 [Wireless Communications Facilities] to Title 16 [Zoning] of the Menlo Park Municipal Code. This ordinance creates a new process for permitting wireless communications facilities on private property and implements recent federal laws. ([Staff Report #19-041-PC](#))

## **I. Informational Items**

- I1. 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: June 3, 2019
  - Regular Meeting: June 24, 2019
  - Regular Meeting: July 15, 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: 05/15/2019)

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.