



**CITY COUNCIL AND  
COMMUNITY DEVELOPMENT AGENCY  
SPECIAL MEETING AGENDA**

**Saturday, March 5, 2011  
8:00 a.m. – 8:00 p.m.  
10 Network Circle, Menlo Park  
(Former Sun Microsystems Campus)**

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## **WILLOWS BUSINESS AREA DESIGN CHARRETTE**

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The Menlo Park *Willow Business Area Design Charrette* is a cooperative effort between the City of Menlo Park and AIA San Mateo County, A Chapter Of The American Institute Of Architects. The Charrette is expected to involve approximately 100 design professionals organized into four design teams. The teams will be asked to create and present urban design concepts for the area surrounding the intersection of Willow Road and Bayfront Expressway. An emphasis will be placed on creating exciting environments for use by business employees and residents alike, strengthening mass transit connections, and maintaining and enriching surrounding residential and business neighborhoods.

The Design Charrette will be an open forum where the community is invited to provide input as design concepts are developed by volunteer architects and other design professionals. The goal of the Charrette is to begin a community dialog aimed at transforming the area into an inviting and vibrant business and residential area with a strong sense of place. The design teams will consider how to develop unused or underutilized parcels and to enhance existing developments creating linkages between the various parcels and defining the local character.

Members of the public, City Council and City Commissions are invited to attend and provide comments and suggestions to the design teams through the course of the day. Soliciting, acknowledging, and responding to public input and dialog is an important goal of the Charrette.

\*This meetings may constitute a Special Meeting of the Menlo Park City Council, if a majority of Council Members and/or a majority of Commissioners and Committee Members attend the meetings. The purpose of the Council Members' and commissioners attendance is to hear presentations, provide individual remarks and suggestions and, and participate in the Design Charrette. The Council Members will not take any action, make any decisions or engage in any deliberations as the Council at these meetings. This notice is provided in accordance with the Brown Act in the event that a majority of Council Members are in attendance.

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(Posted: 03/01/2011)

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The City of Menlo Park

and

AIA San Mateo County

A Chapter of the American Institute of Architects

Invite you to join us in:

“Creating a Sense of Place”

Saturday, March 5th - 8:30 AM to 8:00 PM

10 Network Circle, Menlo Park

(Former Sun Microsystems Campus)

Be sure to get to this event early so designers can bring your

*Creative*

ideas to Life



AIA SMC

For additional information about the event, contact:

David R. Johnson

City of Menlo Park Business Development Manager

drjohnson@menlopark.org or 650 330 6600



# BELLE HAVEN & Willow Business Area DESIGN CHARRETTE

**“Creating A Sense of Place”**

A presentation of The City of Menlo Park & AIA San Mateo County

A Chapter of the American Institute of Architects

## **-Event Schedule – 05 March 2011**



### **7:00 AM**

- Facility setup

### **8:00 AM**

- Team leaders, volunteer, and design professionals arrive
- Organize teams
- Refreshments available

### **8:30 AM**

- Doors open to the general public
- Call to order by event chair
- AIASMC opening remarks by Roger Hagman, AIA  
*President AIASMC*
- City opening remarks by **Name**  
*Title - City of Menlo Park*
- Orientation: Kevin D. Norman, AIA and John Stewart, AIA  
*Event Co-chairs*

### **8:45 AM**

- Design teams begin work

### **NOON - 1 PM**

- Lunch available for volunteer design professionals, invited guests, and dignitaries

### **4:30 PM**

- One-hour to dinner announcement

### **5:00 PM– 6:30 PM**

- Finish-up design work
- Prepare presentation boards
- Organize room for presentations

### **5:30 PM– 6:30 PM**

- Buffet dinner available for volunteer design professionals, invited guests, and dignitaries

### **6:30 – 8:00 PM**

- Public welcome: Roger Hagman, AIA  
*President AIASMC*
- Presentation of design concepts by team leaders  
(15 minutes per team)
- Closing remarks by **Name**  
*Title - City of Menlo Park*

### **8:00 PM**

- End

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