



CITY COUNCIL SPECIAL MEETING MINUTES

Tuesday, March 26, 2013 at 6:00 p.m.
701 Laurel Street, Menlo Park, CA 94025
City Council Chambers

Mayor Ohtaki called the Study Session to order at 6:03 p.m. with all members present.

SS1. Provide general direction on the 5-year Capital Improvement Plan; including capital and other projects to be included in the City Manager's proposed 2013-14 budget
([Staff report #2013-042](#))

Staff presentation by Charles Taylor, Director of Public Works ([PowerPoint](#))

Public Comment

- Henry Riggs addressed streamlining processes, El Camino Real, residential zoning, and a potential parking structure.
- Fran Dehn, Chamber of Commerce, discussed that there are goals that are not reflected in the 5-year Capital Improvement Plan (CIP). She asked that Santa Cruz be looked at like a project.
- Elizabeth Houck asked if the irrigation wells are included in the CIP and at what location(s).

Council Members provided feedback to staff regarding the CIP.

Mayor Ohtaki called the Regular Session to order at 7:13 p.m. with all members present.

ANNOUNCEMENTS

There were no announcements made.

A. PRESENTATIONS AND PROCLAMATIONS

A1. Proclamation declaring March Red Cross Month ([Attachment](#))

Mayor Ohtaki presented the proclamation to Matt Martel representing the Red Cross.

B. COMMISSION/COMMITTEE VACANCIES, APPOINTMENTS AND REPORTS

There were no appointments or reports made.

C. PUBLIC COMMENT #1

NOTE: Vice Mayor Mueller is recused from discussion on the Stanford Property and left the Council meeting during public comments on that topic.

- Elizabeth Houck spoke regarding the underground AT&T Data Center across from her home which emits over 65 decibels 365 days a year and requested the council consider moving the high power lines that feed the data center to an alternative location. She would like to see traffic calming on Middle Avenue.
- Gita Dev, Sierra Club, requested that the Downtown Specific Plan be added to a future agenda for the one year review.
- Susan Connelly requested the Downtown Specific Plan concerning the Stanford owned property be added to a future meeting.

- Matt Henry asked the Council to include his proposal for a feasibility study regarding a Library in Belle Haven in the 5-year Capital Improvement Plan.
- Cherie Zaslowsky requested that the City Council modify the General Plan and the Specific Plan.

D. CONSENT CALENDAR

ACTION: Motion and second (Carlton/Keith) to approve consent calendar items D1, D3, and D7 passes unanimously.

D1. Adopt **Resolution No. 6127** approving the final map for the artisan subdivision located at 389 El Camino Real; accepting dedication of a storm drain easement, a pedestrian access easement and an emergency vehicle access easement; approving the abandonment of Alto Lane and the existing storm drain easements; authorizing the City Clerk to sign the final map; and authorizing the City Manager to sign the subdivision improvement agreement ([Staff report #13-045](#))

D3. Authorize an increase to the construction agreement with G. Bortolotto & Co. Inc. for additional work associated with the 2012 Street Resurfacing of Federal Aid Routes Project [Federal Aid Project No. 04-5273 (021)], in the amount of \$45,000 and authorize a total budget of \$617,169.39 for construction, contingencies, material testing, inspection and construction administration ([Staff report #13-044](#))

D7. Agenda item request for the City of Menlo Park to join the South Bay Waste Management Authority (SBWMA) Blue Ribbon Task Force ([Attachment](#))

D2. Adopt a resolution to approve an amendment to the water supply agreement with the City and County of San Francisco ([Staff report #13-040](#))

Item pulled by Council Member Keith for comments

ACTION: Motion and second (Keith/Carlton) to approve **Resolution No. 6128** to approve an amendment to the water supply agreement with the City and County of San Francisco.

D4. Approve two League of California Cities bylaws amendments ([Staff report #13-039](#))

Item pulled by Council Member Catherine Carlton

ACTION: Motion and second (Carlton/Cline) to approve bylaw amendment one and not to approve bylaw amendment two. The motion was withdrawn by Council Member Carlton.

ACTION: Motion and second (Keith/Mueller) to approve both bylaw amendments passes unanimously.

D5. Accept minutes for the Council meetings of March 5 and March 12, 2013 ([Attachment](#))

Item pulled by Council Member Keith for an amendment

ACTION: Motion and second (Carlton/Keith) to approve the minutes with the amendment to March 5 passes unanimously.

D6. Adopt the 2013 City Council goals ([Staff report #13-047](#))

Item pulled by Council Member Keith for questions

ACTION: Motion and second (Cline/Keith) to approve the City Council goals passes unanimously.

D8. Approve a resolution disbanding certain Commissions and approve modifications to City Council Policy CC-01-0004: Commissions/Committees Policy and Procedures and Roles and Responsibilities and receive an update in recruitment ([Staff report #13-038](#))
Item pulled by Mayor Ohtaki for discussion and public input.

Public Comment

- Bianca Walser requested that staff recommendations regarding a commission be taken to the commission for input prior to being taken to Council.
- Penelope Huang read her comments which supported leaving the Transportation Commission in the Chambers for their meetings. ([Comments](#))
- Elizabeth Houck stated that she would like a mediation body be established and would like to see all Commission meetings be held in the Council Chambers.
- Charlie Bourne read a document to the Council supporting the work of the Transportation Commission. (*Handout*)

The Council requested that this item come back as a regular business item at a future date.

NOTE: Item F2 was taken out of order at this time

F2. Consider a request for architectural control, license agreement and encroachment permit, and heritage tree removal permits for a proposed limited-service, business-oriented hotel at 555 Glenwood Avenue ([Staff report #13-043](#))

Staff presentation by Thomas Rogers, Assistant Planner ([PowerPoint](#))

Reed Moulds, Sand Hill Property Company (applicant) made a presentation explaining the project. (*Handout*)

NOTE: Council Member Carlton left the meeting at 9:05 p.m.

Public Comments

- Nicki Manske, San Mateo County Ombudsmen, has been working with the residents currently at 555 Glenwood and provided an update regarding the residents.
- Patti Fry stated this is a good project and questioned the use of off-street parking on public right-of-way.
- Elizabeth Houck spoke regarding the parking issues and the financial analysis for the project.

ACTION: Motion and second (Keith/Mueller) taking the following actions passes 4-0-1 (Absent: Carlton):

1. Made findings with regard to the California Environmental Quality Act (CEQA) that the proposal is within the scope of the project covered by the El Camino Real/Downtown Specific Plan Program EIR, which was certified on June 5, 2012 as outlined in the staff report.
2. Adopted the findings in the staff report, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval.
3. Approved the architectural control request subject to the standard conditions of approval as outlined in the staff report.

4. Approved the architectural control request subject to the project-specific, construction-related conditions of approval as outlined in the staff report.
5. Approved the architectural control request subject to the project-specific, ongoing conditions of approval in the staff report with a modification to condition 5b. Modified condition 5b shall read:

Condition 5b: The applicant shall make a good-faith effort to explore the potential of a joint parking arrangement, on commercially reasonable terms, with the owners of the adjacent development site known as 1300 El Camino Real, or any other appropriate sites.

6. Approved the license agreement and encroachment permit.
7. Adopted **Resolution No. 6129** a resolution approving heritage tree removal permits for the permits for the property located at 555 Glen.

E. PUBLIC HEARINGS

- E1. Consider a request for rezoning, conditional development permit, lot line adjustment, heritage tree removal permits, below market rate housing agreement, development agreement and environmental review for the Facebook West Campus located at the intersection of Bayfront Expressway and Willow Road ([Staff report #13-041](#))

NOTE: Assistant City Manager Starla Jerome Robinson announced that she has a conflict due to her husband's employment and is therefore recused from the item and left the meeting at 9:51 p.m. and returned at 10:39 p.m.

Staff presentation by Rachel Grossman, Associate Planner ([PowerPoint](#))

Tucker Bounds, Greg Webb and Chris Guilard, representing the applicant, gave a presentation ([PowerPoint](#))

Mayor Ohtaki opened the Public Hearing.

There were no public comments on this item.

Motion and second (Cline/Keith) to close the Public Hearing passes 4-0-1 (Absent: Carlton)

ACTION: Motion and second (Cline/Keith) taking the following actions passes 4-0-1 (Absent: Carlton):

- Approved **Resolution No. 6130** adopting findings required by the California Environmental Quality Act, Statement of Overriding Considerations, and adopting a Mitigation Monitoring and Reporting Program for the property located at 312 and 313 Constitution Drive;
- Approved **Resolution No. 6131** approving a Conditional Development Permit for the property located at 312 and 313 Constitution Drive;
- Approved **Resolution No. 6132** approving the Below Market Rate Housing Agreement between the City of Menlo Park and Giant Properties, LLC;

- Approved **Resolution No. 6133** approving the lot line adjustment for Giant Properties;
- Approved **Resolution No. 6134** approving heritage tree removal permits for the property located at 312 and 313 Constitution Drive;
- Introduced an Ordinance rezoning properties located at 312 and 313 Constitution Drive; and
- Introduced an Ordinance approving the Development Agreement with Giant Properties, LLC for the properties located at 312 and 313 Constitution Drive.

F. REGULAR BUSINESS

F1. Accept the 2012-13 mid-year financial summary and adopt a resolution approving the recommended amendments to the 2012-13 operating and capital budgets

[\(Staff report #13-046\)](#)

Staff presentation by Starla Jerome-Robinson, Assistant City Manager

ACTION: Motion and second (Mueller/Cline) to approve **Resolution No. 6135** adopting the 2012-13 budget revisions to effect mid-year budget adjustments passes 4-0-1 (Absent: Carlton)

F3. Consider state and federal legislative items, including decisions to support or oppose any such legislation, and items listed under Written Communication or Information Item

There were no legislative items discussed.

G. CITY MANAGER'S REPORT

There was no City Manager report given.

H. WRITTEN COMMUNICATION

There were no written communications.

I. INFORMATIONAL ITEMS

There were no informational items.

J. COUNCILMEMBER REPORTS

Council Members reported in compliance with AB1234 requirements.

K. PUBLIC COMMENT #2

There were no public comments made.

L. ADJOURNMENT

The meeting was adjourned at 11:05 p.m.



Margaret S. Roberts, MMC
City Clerk

Minutes accepted at the Council meeting of June 4, 2013