



PLANNING COMMISSION AGENDA

July 31, 2006
7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

Teleconference with participation by Commissioner Keith from:
13073 Northwoods Blvd.
Truckee, CA. [96161](#)

(Posted July 28, 2006)

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: July 28, 2006.) Persons with disabilities, who require auxiliary aids or services in attending or participating in Planning Commission meetings, may contact the City Clerk at (650) 330-6610.

CALL TO ORDER – 7:00 p.m.

ROLL CALL – Bims (Chair), Deziel, Keith (Vice-chair), O'Malley, Pagee, Riggs, Sinnott

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner, Justin Murphy, Development Services Manager

A. PUBLIC COMMENTS

Under "Public Comments," the public may address the Commission on any subject not listed on the agenda within the jurisdiction of the Commission. 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.

B. PUBLIC HEARING

1. [Use Permit, Architectural Control, Heritage Tree Permit, and Environmental Review/ Pollock Financial Group/321 Middlefield Road:](#) Request for a use permit and architectural control for the conversion of an existing 48,400-square-foot building from administrative to medical office use and the associated exterior modifications to the building located in the C-1 (Administrative and Professional District, Restrictive) zoning district. Request for Heritage Tree Permit for the removal of 11 heritage trees. The proposal requires the preparation of an Environmental Impact Report.

2. **General Plan Amendment, Rezoning, Conditional Development Permit, Tentative Subdivision Map, Heritage Tree Permit, and Environmental Review/SummerHill Homes/75 Willow Road:**

- 1) General Plan Amendment: Change from Professional and Administrative Offices land use designation to Medium Density Residential land use designation;
- 2) Rezoning: Change from C-1 (Administrative and Professional District, Restrictive) to R-3-X (Apartment – Conditional Development District);
- 3) Conditional Development Permit: Establish specific development regulations and architectural designs for the demolition of an existing 40,000-square-foot office building and the construction of 33 single-family residential dwelling units;
- 4) Tentative Subdivision Map: Create 33 lots and associated common areas;
- 5) Heritage Tree Permit: Remove 46 heritage trees, relocate 4 heritage trees, and plant new trees; and
- 6) Environmental Review of the proposed project.

C. REGULAR BUSINESS

1. [Consideration of the minutes from the July 10, 2006, Planning Commission meeting.](#)T

D. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

- Review of upcoming planning items on the City Council agenda.

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	August 14, 2006
Regular Meeting	August 28, 2006
Regular Meeting	September 11, 2006
Special Meeting	September 18, 2006
Regular Meeting	September 25, 2006 – Potentially Cancelled
Special Meeting	October 2, 2006 – Potentially Added
Regular Meeting	October 9, 2006
Regular Meeting	October 23, 2006



PLANNING COMMISSION MEETING INFORMATION PLANNING DIVISION---650-330-6702

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

PERSONS WITH DISABILITIES WHO REQUIRE AUXILIARY AIDS OR SERVICES IN ATTENDING OR PARTICIPATING IN PLANNING COMMISSION MEETINGS, MAY CALL THE CITY MANAGER'S OFFICE AT (650) 330-6610 OR THE PLANNING DIVISION OFFICE AT (650) 330-6702 PRIOR TO THE MEETING.

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. It is the preference of the City that such matters be first presented in writing.

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 should be completed and submitted to the Staff Liaison prior to speaking. The cards can be found on the table at the rear of the meeting room.

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.

Time Limit: Please present your comments clearly and concisely. A time limit will be enforced for all applicants and other members of the public in cases where there are more than three speakers on the item. If implemented, applicants will be limited to five minutes and other speakers to three minutes.

Public Comment: Under this item, you may address the Planning Commission on any issue within the subject matter jurisdiction of the Planning Commission that is not listed on the Agenda. Generally, the City cannot act on non-Agenda items at the time of meeting when they are raised.

Consent Calendar: Items on the consent calendar are generally routine in nature, require no further discussion by the Planning Commission, and may be acted on in one motion unless a Commissioner requests separate discussion.

MEETING TIME & LOCATION: Unless otherwise posted, the starting time of regular meetings is 7:00 p.m. 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. No new Commission business will begin after 11:30 p.m. Unless otherwise posted, Regular Meetings and Study Meetings are held in the Council Chambers.

DISORDERLY CONDUCT: Any member or other 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 such member or person from the meeting room.

COMMISSION MEETING PROCEDURES POLICY/AGENDA REPORTS: A copy of this policy is posted on the bulletin board. Copies of reports on each Agenda item 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.

SMOKING: Smoking is **NOT PERMITTED** in the chamber.

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 or the services of the City, please contact the City Manager's Office (650-330-6610) or the Planning Division Office (650-330-6702) located in the Administration Building.

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Revised: 4/16/03