



PLANNING COMMISSION AGENDA

November 13, 2006
7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: November 9, 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. CONSENT

1. [Architectural Control/Rick Guidice/464 Sand Hill Circle](#): Request for approval of architectural control to remodel the front elevation of a townhouse in the R-2(X) (Low Density Apartment - Conditional Development) zoning district.

C. REGULAR BUSINESS #1

1. [Possible Reconsideration of 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 and site located in the C-1 (Administrative and Professional District, Restrictive) zoning district. Request for Heritage Tree Permit for the removal of 8 heritage trees, relocation of 3 heritage trees, and planting of replacement trees. The proposal requires the preparation of an Environmental Impact Report. ***This item was conditionally approved at the October 23, 2006 Planning Commission meeting.***

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 3 heritage trees, and plant new trees; and
 - 6) **Environmental Review** of the proposed project in the form of an Environmental Impact Report.

D. PUBLIC HEARING

1. [Use Permit/Jonathan Jang/1760 Oakdell Drive:](#) Request for a use permit to construct a second story addition to an existing single-story, single-family nonconforming residence that would exceed 50 percent of the replacement value of the existing structure in a 12-month period in the R-1-S (Single Family Suburban) zoning district.
2. [Use Permit/Mahin Shafai/325 Sharon Park Drive, Ste D4:](#) Request for a use permit to include massage services as part of a relocated day spa business in the C-2 (Neighborhood Shopping) zoning district.
3. [Use Permit Revision/Elite Musketeers Fencers' Club/160 Constitution Drive:](#) Request for a use permit revision to include massage services and fitness and stretching programs as part of an existing private recreational facility in the M-2 (General Industrial) zoning district.
4. [Architectural Control/Bill Hagman/626 Santa Cruz Avenue:](#) Request for approval of architectural control to remodel the front elevation of a commercial building in the C-3 (Central Commercial) zoning district.

E. REGULAR BUSINESS #2

1. [Zoning Ordinance Amendment Review/City of Menlo Park:](#) One-year review of Zoning Ordinance Amendments Relative to Single-Family Residential Developments.
2. [Consideration of minutes from the October 23, 2006, Planning Commission meeting.](#)T

F. COMMISSION BUSINESS, REPORTS, AND ANNOUNCEMENTS

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

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	November 27, 2006
Regular Meeting	December 11, 2006
Regular Meeting	December 18, 2006
Regular Meeting	January 8, 2007
Regular Meeting	January 22, 2007



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