



PLANNING COMMISSION AGENDA

August 25, 2008

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

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

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner; Megan Fisher, Associate Planner, Kyle Perata, Planning Intern, Thomas Rogers, Associate Planner

A. PUBLIC COMMENTS

Under "Public Comments," the public may address the Commission on a consent calendar item or 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

Items on the consent calendar are considered routine in nature, require no further discussion by the Planning Commission, and may be acted on in one motion unless a member of the Planning Commission or staff requests a separate discussion on an item.

1. [Approval of minutes from the June 30, 2008, Planning Commission meeting.](#)
2. [Approval of minutes from the July 14, 2008, Planning Commission meeting.](#)
3. [Review of Substantial Conformance/145 El Camino Real:](#) Review of an existing commercial building for substantial conformance with earlier City approvals with regard to exterior color.

C. PUBLIC HEARING

1. [Use Permit/Farhad Ashrafi/611 College Avenue:](#) Request for a use permit to demolish an existing single-story, single-family residence and construct a new two-story, single-family residence on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban) zoning district. As part of this development, the following three heritage trees are proposed for removal: A Hollywood juniper on the right side of the property with a 18-inch diameter at breast height (DBH) in good condition, a Hollywood juniper on the right side of the property with a 15-inch DBH in good condition, and a Hollywood juniper in the middle of the property with a 15-inch DBH in poor condition.

2. **Use Permit/Michael Henkin/330 August Circle:** Request for a use permit for excavation into a required rear yard setback for a lightwell associated with a basement in the R-1-S (Residential Single-Family Suburban) zoning district. The lightwell would encroach a maximum of 7.3 feet into the required rear yard.
3. **Use Permit and Variance/Roger Kohler/1066 Pine Street:** Request for a use permit to demolish a single-story, single-family residence and detached garage and construct two new two-story, single-family residences on a substandard lot with regard to lot width in the R-3 (Apartment) zoning district. In addition, a request for a variance to reduce the required separation between the main buildings on the subject lot and the main building on the adjacent right side property from 20 feet to 14 feet, nine inches. As part of this development, the following heritage tree is proposed for removal: a redwood in the rear yard with a 16-inch diameter at breast height (DBH) in good condition.

D. REGULAR BUSINESS - None

E. COMMISSION BUSINESS

1. Review of planning items on City Council agendas.
 - A. Downtown/El Camino Real Specific Plan Request for Proposals scheduled for August 26, 2008.
 - B. Discussion on potential projects for Environmental Quality Commission Awards.

G. REPORTS AND ANNOUNCEMENTS

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	September 8, 2008
Regular Meeting	September 22, 2008
Regular Meeting	October 6, 2008
Regular Meeting	October 20, 2008
Regular Meeting	November 3, 2008
Regular Meeting	November 17, 2008

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: August 22, 2008.) Persons with disabilities, who require auxiliary aids or services in attending or participating in Planning Commission meetings, may contact the City Clerk at (650) 330-6600. Members of the public can view or subscribe to receive future weekly agendas and staff reports in advance by e-mail by accessing the City website at <http://www.menlopark.org>. Agendas and staff reports may also be obtained by contacting Beverly Beasley at 650-330-6717.

Any writing that is distributed to a majority of the commission by any person in connection with an agenda item is a disclosable public record (subject to any exemption under the Public Records Act) and is available for inspection at The Community Development Department, Menlo Park City Hall, 701 Laurel Street, Menlo Park, CA 94025 during regular business hours. Planning Commission meetings are recorded and audio broadcast live. To listen to the live audio broadcast or to past recordings, go to http://menlopark.granicus.com/ViewPublisher.php?view_id=2.



PLANNING COMMISSION

Agenda and Meeting Information

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: Person with disabilities who require auxiliary aids or services in attending or participating in Planning Commission meetings, may call the Planning Division office at (650) 330-6702 prior to the meeting.

COMMISSION MEETING AGENDA AND REPORTS: Copies of the agenda and the staff reports 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. Members of the public can view or subscribe to receive future weekly agendas and staff reports in advance by e-mail by accessing the City website at <http://www.menlopark.org>.

MEETING TIME & LOCATION: Unless otherwise posted, the starting time of regular and study meetings is 7:00 p.m. in the City Council Chambers. 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.

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. The City prefers that such matters be presented in writing at the earliest possible opportunity or by fax at (650) 327-1653, e-mail at planning.commission@menlopark.org, or hand delivery by 4:00 p.m. on the day of the meeting.

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 shall be completed and submitted to the Staff Liaison prior to the completion of the applicant's presentation on the particular agenda item. The cards can be found on the table at the rear of the meeting room.

Time Limit: Members of the public will have **three** minutes and applicants will have **five** minutes to address an item. Please present your comments clearly and concisely. Exceptions to the time limits shall be at the discretion of the Chair.

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.

DISORDERLY CONDUCT: Any 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 person from the meeting room.

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, please contact the Planning Division Office (650-330-6702) located in the Administration Building.