



PLANNING COMMISSION AGENDA

June 1, 2009

**NOTE: Early
start time and
location.**

6:00 p.m.
Special Meeting
Administration Building
City Council Conference Room -1st floor
701 Laurel Street, Menlo Park, CA 94025

and

7:00 p.m.
Regular Meeting
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER - 6:00 p.m. (City Council Conference Room – Administration Building)

A. Special Meeting with Mayor Robinson and Commission liaison/Council Member Fergusson:
Discuss role of Planning Commission, Council procedures, and any other matters of interest.

B. Adjourn to Regular Meeting

7:00 p.m. – REGULAR SESSION (City Council Chambers)

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

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner; Megan Fisher, Associate Planner;
Thomas Roger, 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 May 4, 2009, Planning Commission meeting.](#)

C. PUBLIC HEARING

1. [Use Permit/Shawn Curtis/376 McKendry Drive](#): Request for a use permit to determine the Floor Area Limit (FAL) of a lot with less than 5,000 square feet of area, associated with the construction of a 58-square-foot addition to an existing single-story, single-family residence in the R-1-U (Single-Family Urban) zoning district.

2. **Architectural Control and Use Permit/Novo Construction/4025 Bohannon Drive:** Request for architectural control for exterior modifications to an existing one-story office building in the M-2 (General Industrial) zoning district and a use permit for structural alterations to more than 10,000 square feet of the building, and for a building that is nonconforming with regard to parking where 49 parking spaces are required per the Zoning Ordinance and 46 spaces would be provided (24 paved spaces and 22 spaces in landscape reserve). In addition, the applicant is requesting approval of the Below Market Rate (BMR) Agreement for this project, and a Heritage Tree Permit for the removal of four on-site heritage trees.

D. STUDY SESSION

1. **Study Session/El Camino Real/Downtown Specific Plan:** Review of project status and opportunity for individual commissioner comments.

E. REGULAR BUSINESS - None

F. COMMISSION BUSINESS

1. Review of planning items on City Council agendas.
 - A. El Camino Real/Downtown Specific Plan (Phase II) Process
 - B. Burgess Gymnasium and Gymnastics Center

G. REPORTS AND ANNOUNCEMENTS

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	June 15, 2009
Regular Meeting	June 29, 2009
Regular Meeting	July 13, 2009
Regular Meeting	July 27, 2009
Regular Meeting	August 10, 2009

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: May 27, 2009.) 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 Vanh Malathong at 650-330-6736.

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.