



PLANNING COMMISSION AGENDA

March 8, 2010

7:00 p.m.

City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

Teleconference with participation by Commissioner Kadvany from:
3334 E 1st Street
Long Beach, CA 90803
(562) 438-9635
(Posted March 3, 2010)

CALL TO ORDER – 7:00 p.m.

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

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

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 February 8, 2010 Planning Commission meeting.](#)
2. [Architectural Control/Daryl Harris/11 Carriage Court](#): Request for Architectural Control to modify the rear portion of the existing single-family townhouse by adding 24 square feet to the first floor and 172 square feet to a sunroom on the second floor, and modifying the exterior of the sunroom in the R-1-S(X) (Single Family Suburban, Conditional Development) zoning district.

C. PUBLIC HEARING

1. [Use Permit Revision/Dan Thompson/263 Santa Margarita Avenue](#): Request for a use permit revision to modify a previous approval to construct first- and second-story additions 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-U (Single-Family Urban) zoning district. Modifications include alterations to the first and second floor plans, changes to the roof line, and new exterior finishes and architectural features.

2. **Use Permit Revision/Steve Borlik/1235 San Mateo Drive:** Request for a use permit revision to modify a previous approval for first floor renovations and a second-story addition to an existing nonconforming, single-story residence that would exceed 50 percent of the replacement value of the existing structure in a 12-month period in the R-E (Residential Estate) zoning district. Modifications include alterations to the first floor plan, the addition of two dormers on the front elevation, and window and door changes.
3. **Use Permit Revision, Architectural Control and Sign Review/German American International School/275 Elliott Drive:** Request for a use permit revision and architectural control to add one new portable building on a portion of an existing tennis court and to install ten new parking stalls, including three for disabled access, off of the existing emergency vehicle access road. The portable buildings would remain until either the termination of the lease or expiration of the lease on June 30, 2011. The maximum school enrollment would remain unchanged. The applicant is also requesting sign review for a new freestanding sign that would be approximately 7.5 feet in height and include interchangeable letters and the color yellow for a portion of the sign. The sign would be located on the campus near the entrance of the main building.

D. COMMISSION BUSINESS

1. Update on pending planning items.
 - A. El Camino Real/Downtown Specific Plan (Phase II) Process
 - B. 101-155 Constitution Drive and 100-190 Independence Drive (Menlo Gateway Project)

E. REPORTS AND ANNOUNCEMENTS

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	March 22, 2010
Regular Meeting	March 29, 2010 (Potential Study Meeting)
Regular Meeting	April 5, 2010
Regular Meeting	April 19, 2010
Regular Meeting	May 3, 2010
Regular Meeting	May 17, 2010
Regular Meeting	May 24, 2010 (Potential Study Meeting)

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: March 3, 2010) 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 b y 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.