



## PLANNING COMMISSION AGENDA

August 30, 2010

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

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Teleconference with participation by Commissioner Kadvany from:

59 Windmill Lane

Amagansett, NY 11930

(Posted August 26, 2010)

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**CALL TO ORDER** – 7:00 p.m.

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

**INTRODUCTION OF STAFF** – Deanna Chow, Senior Planner; David Johnson, Business Development Manager; Justin Murphy, Development Services Manager

### 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 - None

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.

### C. REGULAR BUSINESS

1. [Review of Gross Floor Area Zoning Ordinance Amendment/City of Menlo Park](#): Review, comment and possible recommendations regarding the one-year review of Zoning Ordinance amendment relative to the clarification of gross floor area. ***Deferred from the meeting of August 23, 2010.***

### D. STUDY SESSION

1. [Study Session/Willow Business Area and M-2 Zoning District Area/City of Menlo Park](#) – The City is considering a multi-phase approach to planning for the M-2 (General Industrial) Zoning District with an initial focus on the Willow Business Area (WBA) located in the vicinity of the intersection of Willow Road and Bayfront Expressway. The goal of the effort would be to streamline planning and building permit processes to reduce turnaround time and increase certainty of standards for zoning review of permit applications to remodel and expand buildings. The purpose of this initiative is to provide greater opportunity for business development that benefits the City's fiscal sustainability in the Willow Business Area. The purpose of the Planning

Commission study session is to provide input regarding the proposed work program, which includes community outreach and environmental review, for the potential Zoning Ordinance Amendments regarding the following:

- Create new thresholds for review procedures for the use and storage of Hazardous Materials based on materials and quantities with updated requirements and specific criteria.
- Update requirements for roof-mounted equipment on existing buildings to create more practical solutions for addressing potential visual and noise impacts.
- Update requirements to allow an increase in the maximum sign area for larger parcels in M-2.
- Create a new zoning district for the Willow Business Area consistent with the General Plan in order to streamline approval process for tenant improvements involving a change of use for preferred uses or construction of new square footage for preferred uses.

The Planning Commission will not be taking any action at this meeting, but the Planning Commission will have the opportunity to provide comments for consideration by the City Council.

## **E. COMMISSION BUSINESS**

### **1. Update on pending planning items.**

#### **A. El Camino Real/Downtown Specific Plan (Phase II) Process**

## **F. REPORTS AND ANNOUNCEMENTS**

## **ADJOURNMENT**

### **Future Planning Commission Meeting Schedule**

Regular Meeting	September 13, 2010
Regular Meeting	September 20, 2010
Regular Meeting	October 4, 2010
Regular Meeting	October 18, 2010
Regular Meeting	November 1, 2010
Regular Meeting	November 15, 2010
Regular Meeting	December 6, 2010
Regular Meeting	December 13, 2010

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This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: August 26, 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](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](mailto: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.*