



PLANNING COMMISSION AGENDA

January 24, 2011

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

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

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

A. REPORTS AND ANNOUNCEMENTS

Under “Reports and Announcements,” staff and Commission members may communicate general information of interest regarding matters within the jurisdiction of the Commission. No Commission discussion or action can occur on any of the presented items.

1. Update on Pending Planning Items.

- A. City Council action on revisions to 1460 El Camino Real – January 11, 2011
- B. City Council Determination on Tree Removal at 240 University Drive – January 25, 2010
- C. Planning Commissioner Appointment

B. 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.

C. 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 December 13, 2010 Planning Commission meeting.](#)

D. PUBLIC HEARING

1. [Use Permit Revision/William Park and Jung Choi/600 Cotton Street:](#) Request for a revision to a use permit granted in 1999 for the construction of a two-story, single-family residence on a substandard lot with regard to lot width and lot area in the R-E (Residential Estate) zoning district. The use permit revision is for an addition to the first floor and basement of the residence, an addition to an existing accessory building, and approval of an expansion to an existing detached garage. The applicant is also proposing to remove a heritage-size cedar tree located in the front, right corner of the site that is 25.6 inches in diameter and potentially hazardous. ***Deferred from the meeting of January 10, 2011.***

2. [Use Permit/Anatole Zelkin/1923-1929 Menalto Avenue](#): Request for a use permit to operate a retail flower shop in an existing commercial building on a property that is substandard with regard to parking in the C-2 (Neighborhood Shopping) zoning district.
3. [Use Permit Revision/Verizon Wireless/2884 Sand Hill Road](#): Request for a use permit revision to extend the time limit for an existing wireless facility on a rooftop of an existing building in the C-1-C (Administrative, Professional, and Research, Restrictive) zoning district.
4. [Use Permit Revision/Ellen Ackerman for MTR/1235 Hamilton Court](#): Request for a revision to an existing use permit for indoor storage and use of hazardous materials for the manufacturing of membrane materials and processes at an existing building located in the M-2 (General Industrial) zoning district. MTR conducts Research and Development (R&D) at other sites within the AMB Willow Park complex.

E. REGULAR BUSINESS

1. [Review of Planning Commission's Transmittal Memorandum to the City Manager on the Draft 2012-2016 Capital Improvement Program](#)

F. COMMISSION BUSINESS - None

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	February 7, 2011
Regular Meeting	February 28, 2011
Regular Meeting	March 7, 2011
Regular Meeting	March 21, 2011
Regular Meeting	April 4, 2011
Regular Meeting	April 18, 2011
Regular Meeting	May 2, 2011

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: January 20, 2011) 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.