



PLANNING COMMISSION AGENDA

February 28, 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, Yu

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner; Megan Fisher, Associate Planner, Justin Murphy, Development Services Manager

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. Belle Haven and Willow Business Area Design Charrette – March 5, 2011

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 January 24, 2011 Planning Commission meeting.](#)
2. [Substantial Conformance Review/Willow Road, LLC/1283 and 1299 Willow Road](#): Review of proposed exterior material modifications for a previously approved use permit and architectural control review to construct a new structure for retail and office (Police/City Service Center) uses in the C-2-B zoning district. The City Council approved the project on April 13, 2004.

D. ENVIRONMENTAL IMPACT REPORT SCOPING SESSION

1. Review and comment on the Notice of Preparation (NOP) to identify the content of the Environmental Impact Report (EIR) to be prepared for the following project:

Use Permit, Architectural Control, Tentative Map, Below Market Rate Housing Agreement, and Environmental Review/389 El Camino Real, LLC/389 El Camino Real: Application to demolish the existing single-family house at 612 Partridge Avenue, a residential triplex at 603-607 College Avenue, and a former car lot at 389 El Camino Real and construct 26 residential units and associated site improvements on the subject parcels in the C-4(ECR) (General Commercial Applicable to El Camino Real) and R-3 (Apartment) zoning districts. The application includes the following requests:

- **Use Permit.** A Use Permit would be required to construct three or more residential units in the R-3 zoning district, and to construct residential units and increase the floor area ratio (FAR) from 55 percent to 75 percent in the C-4(ECR) zoning district.
- **Architectural Control.** Design review would be required for the proposed residential buildings.
- **Tentative Map.** Seven existing legal lots would be merged into two lots; the public street easement for Alto Lane would be abandoned; and 26 residential condominium units would be created.
- **Below Market Rate Housing Agreement.** A Below Market Rate (BMR) Housing Agreement would provide for the development of three on-site low-income BMR units in accordance with the City's BMR Program and the provisions of Government Code Section 65915, the State Density Bonus Law.
- **Environmental Review.** The project would be analyzed for potential environmental impacts in the focused EIR. This Notice of Preparation (NOP) initiates the environmental review process.

The application is being submitted subject to the State Density Bonus Law, Government Code Section 65915 and relevant amendments, which permits exceptions to the City's Zoning Ordinance requirements.

G. COMMISSION BUSINESS - None

ADJOURNMENT

Future Planning Commission Meeting Schedule

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
Regular Meeting	May 16, 2011
Regular Meeting	June 13, 2011

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: February 23, 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.