



## PLANNING COMMISSION AGENDA

September 12, 2011

7:00 p.m.

City Council Chambers

701 Laurel Street, Menlo Park, CA 94025

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**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; Kyle Perata, Assistant Planner; 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 Planning Items

- A. Appeal of Planning Commission's denial of Walgreens' use permit application for the off-sale of beer and wine at 643 Santa Cruz Avenue – August 23, 2011 City Council meeting
- B. Three-Party Agreement for Cooley Landing Project – August 23, 2011 City Council meeting

### B. PUBLIC COMMENTS

Under "Public Comments," the public may address the Commission on 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. [Architectural Control/Feve Building/711-715 Santa Cruz Avenue](#): Request for approval of architectural control to remodel the front elevation of a commercial building in the C-3 (Central Commercial) zoning district.
- 2. [Architectural Control/Mehdi Dalvand/611 Santa Cruz Avenue](#): Request for approval of architectural control to remodel the exterior of a commercial building in the C-3 (Central Commercial) zoning district.

3. **Below Market Rate Housing In-Lieu Fee Agreement CA 1460 O'Brien, LLC/1460 O'Brien Drive:** Request to approve a Below Market Rate Housing In-Lieu Fee Agreement for the conversion of an existing 36,604-square-foot building consisting of office, warehousing and manufacturing uses (Group B) to a 33,600 square foot building for office uses (Group A) that would be conforming with regard to parking. No discretionary action is required for the change of use. ***Continued to the meeting of September 19, 2011.***
4. **Architectural Control/David Bouquillon/2400-2498 Sand Hill Road:** Request for architectural control review to modify the exterior paint colors of eight existing and one approved (but not yet constructed) office buildings at the Quadrus campus located in the C-1-C (Administrative, Professional and Research District, Restrictive). ***Continued to the meeting of September 19, 2011.***

#### **D. PUBLIC HEARING**

1. **Use Permit/Steve Peterson/430 Yale Road:** Request for a use permit for excavation (removal of more than 12 inches of dirt) within the rear setback for a four-foot by six-foot basement lightwell on a lot in the R-1-U (Single-Family Urban) zoning district. The new lightwell would be associated with interior modifications to the existing two-story residence.
2. **Minor Subdivision/Samuel Sinnott & Company, Inc./161-163 Willow Road:** Request for a minor subdivision to create two single-family residential parcels where one parcel currently exists in the R-1-U (Single-Family Urban) zoning district.
3. **Use Permit/Catherine Umana (Mathnasium)/605 Cambridge Avenue:** Request for a use permit to locate a tutoring facility consisting of individual and small group tutoring sessions, within an existing building in the C-4 ECR (General Commercial, Applicable to El Camino Real) zoning district, where the subject site is nonconforming with regard to parking.
4. **Use Permit/Erin M. Dolinko/827 Hobart Street:** Request for a use permit for the construction of a new two-story, single-family residence with a basement located on a substandard lot with regard to lot width in the R-1-S (Single Family Suburban) zoning district. Continue to the meeting of September 19, 2011. ***Continued to the meeting of September 19, 2011.***

#### **E. STUDY SESSION**

1. **Study Session/Kenneth Rodrigues and Partners/4085 Campbell Avenue:** Request for a study session to demolish two existing buildings, totaling 55,637 square feet, located at 40 Scott Drive and 4085 Campbell Avenue. The existing private recreation facility and general office/manufacturing buildings would be replaced with a 55,630-square foot, two-story office building. Associated site improvements would include new site access, parking configuration and landscaping plan. The entire property would be readdressed to 4085 Campbell Avenue. ***Continued to the meeting of September 19, 2011.***
2. **Study Session/Pacific Peninsula Architecture/702 Oak Grove:** Request for a study session to demolish an existing four-unit residential building and construct a mixed-use development, consisting of ground floor parking, three residential units on the second floor, and 3,142 square feet of gross floor area of commercial uses on the third floor, located in the R-C (Mixed Use) zoning district. ***Continued to the meeting of September 19, 2011.***

## **F. COMMISSION BUSINESS - None**

### **ADJOURNMENT**

#### Future Planning Commission Meeting Schedule

|                 |                    |
|-----------------|--------------------|
| Regular Meeting | September 19, 2011 |
| Regular Meeting | October 3, 2011    |
| Regular Meeting | October 17, 2011   |
| Regular Meeting | November 7, 2011   |
| Regular Meeting | November 14, 2011  |
| Regular Meeting | December 5, 2011   |
| Regular Meeting | December 12, 2011  |

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This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: September 7, 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.

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# 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.*