



## PLANNING COMMISSION AGENDA

November 14, 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

### **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. Gross Floor Area Review – City Council November 15, 2011

### **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. [Approval of minutes from the September 19, 2011 Planning Commission meeting](#)
2. [Approval of minutes from the October 3, 2011 Planning Commission meeting](#)

### **D. PUBLIC HEARING**

1. [Use Permit Revision/100 Middlefield Road Partners LLC/100 Middlefield Road](#): Request for a use permit revision to allow financial establishments as a permitted use on the ground floor of an existing two-story, non-medical office building located in the C-4 (General Commercial - Other than El Camino Real) zoning district. The second floor of the building would remain for non-medical office uses. In addition, the parking is proposed to remain at a ratio of four parking spaces per 1,000 square feet of gross floor area and retain the existing nine landscape reserve parking spaces for an overall ratio of five spaces per 1,000 square feet of gross floor area.

2. **Conditional Development Permit Amendment/Sharon Land Company, LLC/3000 Sand Hill Road**: Request to modify an existing conditional development permit (CDP) for the restaurant located at 3000 Sand Hill Road to: 1) allow breakfast, lunch and dinner service for the general public, Monday through Friday and for brunch service on weekends, 2) to allow special events (dinners, board meetings, holiday events, etc.) during weeknights and weekends for tenants of the complex and residents of Sand Hill Circle, and 3) for an on-sale beer and wine license to be able to serve beer and wine at the restaurant. The property is located at 3000 Sand Hill Road in the C-1-C(X) - Administrative, Professional and Research, Restrictive, Conditional zoning district.
3. **Use Permit/Pacific Biosciences/940 Hamilton Avenue**: Request for a use permit for indoor use and indoor and outside storage of hazardous materials for the manufacturing of genome sequencing equipment in the M-2 (General Industrial) zoning district. Both the 940 Hamilton Avenue and 960 Hamilton Avenue buildings would access an exterior storage bunker for hazardous materials, located adjacent to the 940 Hamilton Avenue building.
4. **Use Permit/Pacific Biosciences/960 Hamilton Avenue**: Request for a use permit for indoor use and indoor and outside storage of hazardous materials for the manufacturing of single molecule, real time (SMRT) chips and reagents for use in association with genome sequencing in the M-2 (General Industrial) zoning district. Both the 940 Hamilton Avenue and 960 Hamilton Avenue buildings would access an exterior storage bunker for hazardous materials, located adjacent to the 940 Hamilton Avenue building.
5. **Use Permit Revision/Menlo Business Park LLC/1455 Adams Drive**: Request for a revision to a use permit, previously approved in February of 2007, to increase the types and quantities of hazardous materials used and stored at the site in the M-2 (General Industrial) zoning district. All hazardous materials, except for diesel fuel associated with an existing generator, would be used and stored within the building. The building provides incubator space for start-ups and emerging small businesses to conduct small scale research and development.

#### **E. COMMISSION BUSINESS – None**

#### **ADJOURNMENT**

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

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: November 10, 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.*