



PLANNING COMMISSION MINUTES

Regular Meeting
February 6, 2012 at 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 (Absent), Ferrick (Vice Chair), Kadvany, O'Malley (Absent), Riggs, Yu

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner; Thomas Rogers, Associate Planner; Rachel Grossman, Associate Planner

A. REPORTS AND ANNOUNCEMENTS

1. Update on Pending Planning Items

A. Facebook – January 31 and February 14, 2012 City Council Meetings

Planner Grossman said the City Council on January 31 held a study session on the Facebook project to consider the draft Environmental Impact Report, draft Fiscal Impact Analysis and begin discussion on public benefit opportunities. She said the Council at its February 14 meeting would consider development parameters for the negotiation of the development agreement.

B. 116 O'Connor Street Appeal – February 14, 2012 City Council Meeting

Planner Rogers said the City Council would consider an appeal of the Planning Commission's decision upholding staff's denial of an accessory structure as a secondary dwelling unit at 116 O'Connor Street. He said the Council would make a final determination on the use of that structure at its February 14 meeting.

C. 920 Sharon Park Drive – February 14, 2012 City Council Meeting

Planner Rogers said the Commission had considered the pump station project at 920 Sharon Park Drive and recommended approval with one suggested additional condition to protect a tree from removal. He said the Council would consider this project at their February 14 meeting.

B. PUBLIC COMMENTS

There were none.

C. CONSENT

Commissioner Ferrick asked to have items 1, 4 and 5 pulled from the consent calendar noting emailed changes to the two sets of minutes. Planner Rogers said typically when Commissioners emailed changes to the minutes those changes were included with the minutes for approval unless a Commissioner disagreed with the suggested modification. Commissioner Ferrick said that was fine and suggested pulling item 5 only.

Commissioner Riggs said he would like the transcripts for the January 9, 2012 meeting pulled.

1. Approval of excerpt minutes for 116 O'Connor Street from the December 12, 2011 Planning Commission meeting.

Commission Action: Unanimous consent to approve with modifications previously emailed to staff.

Motion carried 5-0 with Commissioners Eiref and O'Malley absent.

2. Approval of transcripts from the January 9, 2012 Planning Commission meeting.

Commissioner Riggs said on page 164, line 22, "Willow Road and bike to Middlefield" insert "if" and delete "and" before "not always successfully,". Commissioner Riggs said he also wished to have the minutes for January 12 pulled.

Commission Action: Unanimous consent to approve with modification made by Commissioner Riggs at the meeting.

Motion carried 5-0 with Commissioners Eiref and O'Malley absent.

3. Approval of minutes from the January 12, 2012 Planning Commission meeting.

Commissioner Riggs said he had not read these minutes sufficiently to vote on them and would abstain.

Commission Action: Unanimous consent to approve.

Motion carried 4-0 with Commissioner Riggs abstaining and Commissioners Eiref and O'Malley absent.

4. Approval of the excerpt minutes for 920 Sharon Park Drive (Sharon Height pump station) from the January 23, 2012 Planning Commission meeting.

Commission Action: Unanimous consent to approve with modifications previously emailed to staff.

Motion carried 5-0 with Commissioners Eiref and O'Malley absent.

5. Architectural Control/Thomas Bunker/898 Santa Cruz Avenue: Request for architectural control for exterior modifications to an existing restaurant, including window modifications and repainting, in the C-3 (Central Commercial) zoning district.

Commissioner Ferrick said the plans looked great and she was pleased there would be a new restaurant in town. Commissioner Riggs said he was also pleased with the proposed project.

Commission Action: Unanimous consent to approve the project as recommended in the staff report.

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current CEQA Guidelines.
2. Adopt the following findings, as per Section 16.68.020 of the Zoning Ordinance, pertaining to architectural control approval:
 - a. The general appearance of the structure is in keeping with the character of the neighborhood.
 - b. The development will not be detrimental to the harmonious and orderly growth of the City.
 - c. The development will not impair the desirability of investment or occupation in the neighborhood.
 - d. The development provides adequate parking as required in all applicable City Ordinances and has made adequate provisions for access to such parking.
3. Approve the architectural control request subject to the following **standard** conditions of approval:
 - a. Development of the project shall be substantially in conformance with the plans prepared by Architecture and Light, dated received January 30, 2012, consisting of eight plan sheets and approved by the Planning Commission on February 6, 2012, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - b. The applicant shall comply with all West Bay Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - c. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
4. Approve the architectural control request subject to the following **project specific** conditions of approval:

- a. Concurrent with the submittal of a complete building permit application, the applicant shall apply for a revocable encroachment permit from the Engineering Division to maintain the location of the existing trash enclosure on the City's public parking plaza. The encroachment permit shall be issued prior to issuance of a building permit.
- b. If future modifications to the parking plaza require the removal of the exterior trash enclosure or the encroachment permit is revoked, an alternative location shall be provided on-site or within the building.

Motion carried 5-0 with Commissioners Eiref and O'Malley absent.

D. PUBLIC HEARING

1. **Use Permit/Stephanie Day/165 Garland Drive:** Request for a use permit to demolish an existing single-story, single-family residence and construct a new two-story, single-family residence on a substandard lot with regard to lot width in the R-1-S (Single-Family Suburban) zoning district. As part of the proposed project, the applicant is requesting removal of one twin 38.8-inch and 26.9-inch heritage cedar tree in fair condition.

Staff Comment: Planner Grossman said staff had no additional comments.

Public Comment: Mr. Robert Day, property owner, said the existing home was a 1953 ranch style home in need of upgrades. He said they had shared the proposed plans with their neighbors, who supported the project.

Mr. Tim Chappelle, Arcanum Architecture, Inc., said the property owners wanted to expand their home but did not want a big two-story box. He said most of the volume was in the single-story element and the second-story massing had been reduced by rotating it 90 degrees from the street.

Chair Bressler closed the public hearing.

Commissioner Riggs asked if there would be air conditioning and where the compressor would be located, noting it was preferable to have it located sufficiently away from neighbors' living and sleeping areas. Mr. Chappelle confirmed with the property owner there would be air conditioning. He said it probably would be best located inside the kitchen wall to the front of the property or the front yard corner on the other side of the property. Commissioner Riggs said he appreciated the proposal's level of architectural detail and sensitivity to the surrounding neighborhood.

Commissioner Kadvany said he particularly liked the materials and the way they were combined, the location of the garage door away from the street, and the second floor massing. Commissioner Kadvany moved to approve. Commissioner Riggs seconded the motion.

Commission Action: M/S Kadvany/Riggs to approve as recommended in the staff report.

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current CEQA guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by Arcanum Architecture, Inc., consisting of 11 plan sheets, dated received January 20, 2012, and approved by the Planning Commission on February 6, 2012, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.
 - b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
 - f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.
 - g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.

Motion carried 5-0 with Commissioners Eiref and O'Malley not in attendance.

2. **Use Permit/Charles Holman/240 Princeton Road:** Request for a use permit to demolish an existing single-story, single-family residence and construct a new two-story, single-family residence and detached garage on a substandard lot with regard to lot width in the R-1-U (Single-Family Urban) zoning district.

Staff Comment: Planner Rogers said staff had no additions to the written report.

Questions of Staff: Commissioner Riggs noted that page 4 of the staff report said "Staff recommends approval of the use permit revision." Planner Rogers said that was an error and the word "revision" should be deleted.

Public Comment: Mr. Charles Holman, applicant and architect, said the lot configuration would match the neighboring lots and they had shared the plans with neighbors. He said they did not get a response from the rear neighbors but the adjacent neighbors had written letters of support. He said they had stepped the home back from the street to reduce the second story massing. He said the top plate on the second level was only 5-feet, 4-inches above the finished floor and the interior ceiling was vaulted to allow for head room. He said the roof lines were articulated with dormers and textures. He said the exterior framing was two by six-inch so there were nice shadow lines on all of the windows. He said the proposed home was an English Cottage style that fit with the neighborhood. He said there was one heritage olive tree they had concerns about but they were using an arborist and would take every measure to protect the tree from construction impacts. He said another reason for the configuration was two heritage redwood trees in the back of the property.

Chair Bressler closed the public hearing.

Commission Comment: Commissioner Riggs asked if they would use air conditioning. Mr. Holman said there was a full basement and they would use a whole house fan. Mr. Arne Erickson, property owner, said there would be one zone of air conditioning and the condenser would be in the five foot apron to the southeast of the garage. Commissioner Riggs said he was supportive with the use of the whole house fan and indicated support of the proposed location of the air conditioning condenser.

Commissioner Riggs said the design was very attractive. Chair Bressler concurred. Commissioner Yu said she appreciated the detail and articulation and that the applicants were not building to the maximum limits.

Chair Bressler moved to approve as recommended in the staff report. Commissioner Kadvany seconded the motion noting that the design was attractive and sensitive to the surrounding area.

Commission Action: M/S Bressler/Kadvany to approve as recommended in the staff report.

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current CEQA Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.

3. Approve the use permit subject to the following **standard** conditions:
- a. Development of the project shall be substantially in conformance with the plans prepared by Charles Holman Design, consisting of 13 plan sheets, dated received January 19, 2012, and approved by the Planning Commission on February 6, 2012, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval of the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for the review and approval of the Engineering Division.
 - a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to issuance of a grading, demolition or building permit.
 - b. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.

Motion carried 5-0 with Commissioners Eiref and O'Malley not in attendance.

3. **Use Permit/Sam Patel (I Bar Inc.)/725 Santa Cruz Avenue:** Request for a use permit for personal services on the ground floor of an existing commercial building in the C-3 (Central Commercial) zoning district. ***Continued to the meeting of February 27, 2012.***

Chair Bressler noted this item was being continued to the regular meeting of February 27, and asked if there was any public comment at this time. There was none.

E. REGULAR BUSINESS

1. Review, Discussion and Comment on the 2013-2017 Draft Capital Improvement Program

Planner Chow said this was an annual process in which the City's commissions were asked to provide input on the draft Capital Improvement Program (CIP), which this year was for 2013-2017. She said the City Manager's Office would like to know if the three projects identified under Planning Projects were appropriate, if there was any prioritization the Commission would like to provide on those projects, and to identify whether from the Commission's outreach to the community the proposed projects were consistent with the community needs.

Chair Bressler asked about the El Camino Real Ravenswood Avenue Right Turn Lane project for \$1,550,000. Planner Chow said this Public Works project was described in attachment D as converting the existing northbound right turn lane to the third northbound through lane and adding a right turn lane. Planner Rogers said this was not specifically related to the Specific Plan but had come out of the 1300 El Camino Real project when considering mitigations to the intersection of El Camino Real and Ravenswood Avenue. He said the sidewalk portion of the project was complicated and would require some taking of property to accomplish. He said the property was City owned but was in a long term lease with Cornerstone. Chair Bressler said the cost of this project seemed very high.

Commissioner Riggs said he appreciated the items on the Comprehensive Planning Studies list. He said he did not understand having less time designated for CEQA and the fiscal impact analysis as part of the streamlining for the M-2 zoning district. He said that applications in that zoning district would create revenue for the City if approvals could get more streamlined and the City have more business move into the zone and not lose businesses from moving out of it. In addition, he said the residential rezoning project was estimated at \$1.5 million. He said there were already studies and two sample ordinances that had been done. He said that this project because of the earlier work should be less expensive to do than something like the Downtown/El Camino Real Specific Plan. He said there were some elements in the residential rezoning efforts that were more agreeable and could be accomplished such as occurred in Lorelei Manor with the overlay zoning that would eliminate the need to go to the Planning Commission for a use permit because of the lot size in exchange for a significantly lower daylight plane. He said doing residential streamlining in smaller chunks would prevent the effort from being put off another eight to ten years because of the cost constraint. He said Commissioner Kadvany and he had meet with Planning and Engineering staff to discuss revisions to the requirements for residential driveways which he thought could be part of a smaller residential rezoning effort.

Commissioner Riggs said the City entrance signage proposal was divided into two projects. He said he thought there would be a fiscal return on investment in such small projects. He said also the downtown kiosks needed to be updated and located in other areas besides Santa Cruz Avenue. He suggested the Chamber of Commerce could do the legwork noting there would be fiscal benefit from the project.

Public Comment: Ms. Adina Levin, Menlo Park, said she was a member of the Environmental Quality Commission but speaking for herself. She said she was pleased to see in the proposed CIP that there was a plan to do a draft of the CEQA guidelines including updating the transportation impact analysis. She said in working on the Facebook project it had been very educational and enlightening as to how the City's current CEQA policies affect the handling of traffic impacts. She said currently the foremost metric was automotive level service and traffic congestion at intersections with the primary remedy of adding car lanes. She said this made it difficult to make cost effective changes such as done in other communities that support alternative transportation modes. She said Mountain View in its new General Plan update has a set of tools to address this set of goals including setting road share monitoring and road share results and having a multi-modal level of analysis. She said that city has the ability to prioritize mitigations, and not just make automotive mitigations, and established a transportation demand management plan for the business district. She said Facebook was a brilliant developer and making their own investments in improving non-automotive capabilities. She said the City needed to update its CEQA guidelines to enable ordinary developers to achieve the same results as Facebook. She said Portland was able to get automotive road share down from 80% to 43% in the last decade. She said there was a Traffic Demand Management plan in the CIP that had gotten defunded and she would like to see that funded for the \$30,000 it would cost. She said the Environmental Quality Commission was supportive of adding a rideshare element and it would be great to have a bike share element.

Mr. Andrew Boone, Menlo Park, said the Willow Road Bike Lane Study should have higher priority and be funded and expanded in scope from O'Keefe to Bayfront Expressway instead of just to Bay Road. He said the Facebook project was a significant land use change and increased the need for better and safer bicycle infrastructure on Willow Road. He said he supported staff's recommendation to review, write and adopt new City CEQA guidelines so that development projects could meet the City's goals for lowering traffic congestion and promoting alternative modes of transportation. He said the City's Traffic Impact Analysis guidelines needed to define better what were feasible mitigations and list those.

Commissioner Riggs noted the work load for the Willow Road Bike Lane Study was about 500 to 600 hours of staff time and asked Mr. Boone if the Bicycle Commission and other volunteers might be available to assist with that study. Mr. Boone said certainly; he said the numbers of hours shown as needed far exceeded what would be needed to do a feasibility study. He said he would raise the issue at the next Bicycle Commission meeting and noted that the bicycle volunteer community would certainly be interested in studying the feasibility of bike lanes on Willow Road.

Chair Bressler closed the public comment period.

Commission Comment: Commissioner Kadvany said he supported many of the speaker suggestions. He said a new equipment plan for the Chambers might be delayed another year. He said the proposed Sidewalk Master Plan was probably more or less urgent depending on where one lived in Menlo Park. He said \$100,000 was budgeted per year for the next five years for that project. He said that was a pedestrian amenity improvement but there were some communities in Menlo Park that were happy not having sidewalks.

Chair Bressler asked if it was a project to consider things other cities did as part of their environmental review and mitigation setting. Planner Chow said the use of staff time for research and creating CEQA guidelines was a project slated for 2012-2013 and called CEQA and FIA Guidelines. She said the scope of work was not defined but the project description on page E10 indicated also the Transportation Impact Analysis (TIA) Guidelines. Commissioner Kadvany said that review could be very generic and asked if there was a desire to have policy directives and targeted policy changes to include bike lanes and alternative mitigations. Chair Bressler suggested establishing non-automotive mitigations.

Planner Chow suggested the Commission act as a body in making recommendations to the Council noting those would be weighted more than individual Commissioner comment. Chair Bressler said it had been pointed out previously and by speakers tonight that other cities list non-automotive mitigations for traffic impacts. He said the Bicycle Commission had specific information on that to provide to Planning staff. Commissioner Ferrick said she agreed to have these alternative transportation mitigations added to the CEQA Guidelines Review project. Chair Bressler said there was Commission consensus that the project to review and write CEQA guidelines should include a list of defined non-automotive mitigations.

Commissioner Kadvany said he agreed with Commissioner Riggs' earlier comments that there were smaller ways to institute residential development streamlining possibly on a neighborhood basis. He said he recalled the Commission developing a short list of concept topics such as daylight plane that they were going to fold into the CIP discussion. He requested those be researched and added back into this discussion.

Chair Bressler said the suggestion was to bring residential development streamlining higher on the priority list by looking at smaller implementations that would cost less. He asked staff if that was a realistic expectation. Planner Chow said the residential zoning update was now bundled with a comprehensive zoning update and was intended to be completed after the General Plan update. She suggested the Commission could recommend if it desired to have that extracted from the larger work effort. She said as Commissioner Riggs had noted there had been previous efforts that had not been successful and consideration needed to be made of time efforts and limited resources. She noted that if this was to be the priority then the Commission needed to consider removing other things from the list or lowering priorities.

Chair Bressler said it appeared there would be an all out effort on the General Plan from now until 2017. Planner Chow said it was slated to begin in the next fiscal year. Chair Bressler said it seemed that staff resources would be dedicated to this effort and the development project applications. Planner Chow said some of the projects such as the CEQA and FIA guidelines were finite and would be accomplished within a fiscal year and there would be the potential for other projects in future years. She said the General Plan update would begin in the 2014-2015 fiscal year and would overlap with the M-2 area plan that would begin this year and was also multi-phase. Chair Bressler asked if there was the potential to do smaller increments of residential rezoning that could be handled expeditiously and not cost hundreds of thousands of dollars. Planner Chow said it would depend on the definition of what those smaller residential rezoning projects were and what was involved.

Commissioner Riggs said the Lorelei Manor zoning overlay was an example of "low-hanging fruit" residential development streamlining that included significantly lower daylight plane in

exchange for no use permit for a second story addition on a 7,000 square foot lot. He said the main objection to second story residential development related to massing. He said concerns of the neighbors as to what would be built next door and the expense and time to get a use permit for a second story addition were what drove the residents of Lorelei Manor to develop an overlay zoning specific to their neighborhood. He said that worked out pretty well and was an example of what he called "low hanging fruit."

Chair Bressler suggested the Commission could define such a project and funding. Commissioner Riggs said he would recommend that the low hanging fruit, limited residential rezoning project be limited and have a sunset in about five or six years with the presumption that once the General Plan was done to proceed to the comprehensive zoning ordinance update.

Commissioner Ferrick said she would support that. She said they might also consider recommending items to defer. She said a City facilities telephone upgrade was listed for which \$295,000 was budgeted for one year. She said perhaps that could be deferred or spread out to later years when revenue was stronger. She also asked about radio replacement and if that was annual noting the cost was significant. Planner Chow said the best description available of that project was found on page E-15. She noted that projects the Commission was mentioning were for other departments. Commissioner Ferrick said she would recommend the City Council look at projects that might be deferred so funding might be available to add to the scope of the CEQA and Fiscal Impact Analysis Guidelines project and a limited scope of work residential rezoning update.

Commissioner Riggs said regarding sidewalk improvements that disjointed sidewalks created liability for the City but might not be excessively liable to delay that for one year.

Chair Bressler said the telephone system update seemed extremely expensive. He said he would recommend a project for residential rezoning "light" in the amount of \$50,000 per year perhaps starting in 2013-2014. There was consensus to recommend the idea of residential rezoning "light" as a project to the City Council.

Commissioner Kadvany said another category that might be included under that recommendation would be nonbinding but proactive architectural and aesthetic guidelines noting the frequency of certain issues the Commission sees. He said other cities use guidelines and suggested it might take some staff time and consultant work but probably could be done for \$25,000. He said with Facebook operating there would be an increase in residential development in Menlo Park. Commissioner Yu said she supported that concept as people get information on design but piecemeal. She said she would volunteer to serve on a subcommittee to help with this work. Chair Bressler said it sounded like that could be slated for this fiscal year for about \$25,000.

Commissioner Riggs said for the residential rezoning light that \$100,000 might be better if possible. He said regarding residential design guidelines that this might be done through UC Berkeley Architectural Design department as a student project. Chair Bressler said Commissioner Riggs was suggesting this as a way to save money and asked staff their opinion. Planner Chow said that there could be the issue of ownership and continuity if students were taking on the work. She said they have student interns who work on City projects under

direction but she was not sure about students taking on the work independently. Commissioner Riggs suggested it be proposed as a one semester project. Commissioner Yu said there would need to be a Commission subcommittee or teacher directing the students in their projects. Chair Bressler asked if the various Commissions could drive information gathering to get to staff as a report with report templates provided by staff. He said the idea was what the product should look like. He asked if there were ways the subcommittee and public members could provide the major substance of a report for residential development guidelines and residential rezoning light that the Commission had identified as a desirable project. Planner Chow said she could see the potential to do that for design guidelines and that it did not have to be fully outlined now. She said the Commission might recommend to Council the use of students or other public members and/or subcommittee to develop design guidelines for public and City consideration.

Commissioner Ferrick asked if there was potential to include some of the projects' costs related to the Downtown/El Camino Real Specific Plan public improvements in development agreements for major projects. Planner Chow said she thought so noting she had not been involved in development agreement negotiations. She said if there was a connection she thought that would be viable. Commissioner Ferrick said she was thinking of a major development along El Camino Real or which it would make sense putting in the irrigation system and in the Belle Haven area for M-2 project development. She said she hoped the City would take into account the CIP when working on development agreement negotiations.

Commissioner Kadvany asked if they wanted to be specific about delaying certain projects; he said he would recommend the deferment of the Sidewalk Master Plan noting it was slated for \$100,000 a year. Chair Bressler said what they were suggesting was pretty limited in costs. Commissioner Kadvany said he thought the funding issues could be critical. Planner Chow said she had started a list of projects the Commission was suggesting deferring and suggested that the Commission give reasons noting that these were outside of the typical planning projects. She suggested staying within the planning project priorities or being very specific about why those other projects were not priorities noting the Commission would not want other Commissions to recommend deferring the planning projects.

Chair Bressler said there was a huge project called the Downtown Parking Utility Underground project and he had not found a description. He said it was \$100,000 a year for two years and then \$4.5 million. Planner Chow said the description was on page E-14 and noted that some projects were funded through a fund that could not be used interchangeably. She said the source of funding for this project was downtown parking permits.

Commissioner Yu asked how about the loss of redevelopment funds and the impact on the budget and if that was being absorbed somewhere on the projects lists. Planner Chow said that might possibly be seen through a comparison of this year's CIP and last year's. She said the CIP was not the actual City budget so she did not have an exact explanation of what was removed because of that fiscal impact. She said there was an explanation of what was added on page E-1.

Commissioner Riggs said there was a Santa Cruz Avenue downtown irrigation project specifically for plants and not trees, noting that did not have mulching on the medians to protect and stabilize the moisture. He suggested the Chamber of Commerce might valuably contribute

to the downtown by volunteering to water the proposed flower planting so the irrigation project might be deferred two years. He said the City needed to ask others to assist. He suggested using bark chips would save water. Chair Bressler asked if the other Commissioners agreed with the recommendation. Commissioner Ferrick said her concern was there had been downtown demand for beautification for many years and this project might be part of that momentum, and she would not want to recommend removing it unless she knew more about the project. Chair Bressler said that this was something that could be considered further.

Commissioner Ferrick said the Commission was recommending adding to the planning projects to expand the scope of the CEQA Guidelines update to include nonautomotive alternatives and mitigations as well as residential rezoning and design guidelines projects. She said also they were recommending that development agreement negotiations look to the CIP for priorities in areas impacted by such development. She suggested for other projects to recommend competitive bidding or to defer projects noting the telephone project which seemed expensive but for which they did not have all the information. Chair Bressler said he thought that project should cost less. He said that the irrigation system would cost \$175,000 and yet if someone could just water the flowers the system would not be needed this year. Commissioner Ferrick said the newly hired City Manager was from Lake Oswego as was she and that community city has beautiful hanging floral baskets everywhere and suggested asking the City Manager how that beautification effort was supported.

Commissioner Riggs said he had suggested using the Bicycle Commission to help with the Willow Road Bike Lane project that had fallen on the list to unfunded and for legwork to be done by the Chamber Commerce on the combined City entrance signage and kiosks project. Chair Bressler said he thought Facebook should put money towards projects such as the Willow Bike Lane project. Commissioner Ferrick said that was part of the reasoning behind her suggestion that the CIP be considered for development agreements. She said the Facebook project had impacts on several areas with CIP projects such as the Willow Road Bike Lane Project, the Willow Road Improvements at Newbridge and Bayfront Expressway under Traffic and Transportation for \$900,000 this coming year, and the Belle Haven Child Development Center project for outdoor play space. Chair Bressler said he supported recommending those projects be part of the development agreement negotiations with Facebook.

Commissioner Kadvany said a Caltrain undercrossing was identified at Middle Avenue between Cambridge Avenue and Ravenswood Avenue. He said this was not funded but thought there should be some budget allocated from the high speed rail fund. Chair Bressler said he thought that would be part of the public benefit discussions with Stanford, and suggested they make that recommendation. Planner Rogers said his understanding was the City was waiting on the undercrossing until there was certainty about the actual alignment of the high speed rail and whether high speed rail was going to happen or not. Commissioner Kadvany said he would like some budget so that if in six months there would need to be staff time on this project there would be funding. Planner Rogers said when the undercrossing project was undertaken prior to the high speed rail state initiative there had been a general design for the ramp and access but in terms of the Specific Plan those plans probably would not meet what was now expected.

Planner Chow summarized that the Commission supported the listed Planning Projects in the current CIP and recommended adding a component of nonautomotive transportation in the Traffic Impact Analysis as part of the CEQA guidelines establishment; adding a residential

design guidelines light version that would look for the “low hanging fruit” for residential zoning items and alternative ways to fund such as through a subcommittee of community members and students; and to look at the CIP for development agreements. She noted regarding the latter that for the Facebook project applicable CIP items would be the Willow Road Bike Lane Feasibility Study, the Willow Road Improvements at Newbridge and Bayfront Expressway and the Belle Haven Child Development Center outdoor play space. She said there were ideas mentioned about eliminating some items and that Commissioner Ferrick had mentioned something generic such as competitive bidding or deferring projects. Chair Bressler said there were suggestions to defer the downtown irrigation system if that could be accomplished in the near term differently (general support) and if there was a way to competitively bid or lower the cost of replacing the telephone system. Planner Chow asked about the radio system. Commissioner Ferrick said that one seemed to have accurate estimates. She said she was not compelled about the downtown irrigation system until she had more information.

Commissioner Riggs said that the “low-hanging fruit” residential rezoning and residential design guidelines seemed to be lumped together; he said the latter could be a UC Berkeley student project but the “low-hanging fruit” residential rezoning was something that the City should be able to do in-house with a \$50,000 to \$100,000 budget. Planner Chow confirmed that those were two separate projects.

Planner Chow said for the Comprehensive Plan update that the report mentioned the Housing Element was not specifically listed but was something City Council wanted staff to look at. She asked if the way the projects were identified and funding allocated for the next five years were appropriate. Commissioner Riggs asked if the Housing Element came before or after the General Plan. Planner Chow said previously it would have been included as it was one of the elements of the General Plan update but the City Council might take that element out and have it precede the General Plan Update if that was feasible. She said in this list the Housing Element was not a separate item but included in the General Plan Update. She confirmed that the Commission did not want to change how the project was stated.

F. COMMISSION BUSINESS

There was none.

ADJOURNMENT

The meeting adjourned at 9:04 p.m.

Commission Liaison: Deanna Chow, Senior Planner

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on March 5, 2012