



PLANNING COMMISSION AGENDA

Regular Meeting
July 9, 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, Eiref, Ferrick (Chair), Kadvany (Vice Chair), O'Malley, Riggs, Yu

INTRODUCTION OF STAFF – Rachel Grossman, Associate Planner; Momoko Ishijima, 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 Pending Planning Items
 - a. Housing Element

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 June 11, 2012 Planning Commission meeting](#)
2. [Architectural Control/Peggy Lo for Quadrus Sand Hill, LLC/2400 Sand Hill Road:](#)
Request for architectural control to modify the railing of an existing deck as part of a larger deck repair. The existing solid stucco wall would be replaced with an open cable rail system with wood posts and trim. The subject site is located in the C-1-C (Administrative, Professional, and Research, Restrictive) zoning district.

D. PUBLIC HEARING

1. **Use Permit/Reynaldo Quintana/1040 Wallea Drive:** Request for a Use Permit for the modification of the first floor, and the construction of a new second story to an existing single-story, nonconforming single-family residence on a substandard lot with regard to lot width in the R-1-S (Single Family Suburban) zoning district. The proposed work would exceed 50 percent of the existing floor area, and is considered equivalent to a new structure. The project would also exceed 50 percent of the replacement value of the existing structure in a 12-month period and requires approval of a use permit by the Planning Commission. As part of the proposed development, one heritage magnolia tree (18 inches) in poor condition in the front of the property would be removed. ***Continued to the meeting of July 23, 2012.***
2. **Use Permit/Farhad Ashrafi/821 University Drive:** Request for a Use Permit to demolish an existing single-story, single-family residence with a basement and to construct a two-story duplex and associated site improvements on a substandard lot with regard to lot width in the R-3 (Apartment) zoning district.
3. **Use Permit/Andrew Young/441 El Camino Real:** Request for a use permit for a specialized hair treatment service to occupy an existing tenant space in a commercial building that is nonconforming with regard to parking in the C-4 (General Commercial - Applicable to El Camino Real) zoning district.
4. **Use Permit /Mei-Ling Buang for Bright Angel Montessori Academy/695 Bay Road:** Request for a use permit to locate a preschool with up to 6 employees and 48 students in the C-2-A (Neighborhood Shopping District, Restrictive) zoning district that would operate Monday through Friday between the hours of 7:30 a.m. and 6:00 p.m.
5. **Use Permit/Steven Otellini for Nativity School/1252 Laurel Street:** Request for a use permit to demolish an existing convent building and for the location of a proposed future classroom wing, which would be located in the general location of the existing convent facility. The classroom wing would be constructed in a second phase, which would require architectural control review by Planning Commission for the structure. Demolition of two existing portable classroom buildings would take place in the third phase of the project. The project would not modify the existing student limit for the site. As part of the proposal, three heritage trees in the vicinity of the future classroom wing are proposed to be removed.
6. **Use Permit Revision/Tom Papa/4025 Bohannon Drive:** Request for a revision to a use permit, previously approved in June 2009, to convert an existing one-story construction management office building in the M-2 (General Industrial) zoning district to a general office building, where the subject parcel is nonconforming with regard to parking. As part of the project approximately 1,957 square feet of warehouse/storage space would be converted to office space and the parcel would be brought into conformance with the Zoning Ordinance parking requirements for the M-2 zoning district. The parking would be partially provided in landscape reserve. In addition, the applicant is requesting approval of a Below Market Rate Housing (BMR) Agreement for this project.

E. COMMISSION BUSINESS - None

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	July 23, 2012
Regular Meeting	August 6, 2012
Regular Meeting	August 20, 2012
Regular Meeting	September 10, 2012
Regular Meeting	September 24, 2012
Regular Meeting	October 15, 2012
Regular Meeting	October 29, 2012
Regular Meeting	November 5, 2012
Regular Meeting	November 19, 2012
Regular Meeting	December 3, 2012
Regular Meeting	December 17, 2012

This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at <http://www.menlopark.org> and can receive email notification of agenda and staff report postings by subscribing to the "Home Delivery" service on the City's homepage. Agendas and staff reports may also be obtained by contacting Vanh Malathong at 650-330-6736. (Posted: July 5, 2012)

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

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.

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.

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.