



PLANNING COMMISSION AGENDA

Regular Meeting
August 20, 2012 at 7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

Teleconference with participation by Commissioner Kadvany from:
3334 E 1st Street
Long Beach 90893
(Posted: August 15, 2012)

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; Kyle Perata, Assistant Planner; Thomas Rogers, Senior 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 – Workshops, August 16 and 23, 2012
 - b. 695 Bay Road Appeal – City Council, August 28, 2012

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 July 23, 2012 Planning Commission meeting](#)

D. PUBLIC HEARING

1. [Use Permit, Architectural Control, and Variance/Pacific Peninsula Architecture/702 Oak Grove](#): Request for a Use Permit, Architectural Control, and Variance to demolish an existing four-unit residential building and construct a mixed-use development, consisting of ground floor parking, four residential units on the second floor (replacing the same number

of existing units at the site), and approximately 3,469 square feet of gross floor area of non-medical offices on the third floor. The variance request would reduce the required front setback from 15 feet to 7 feet, six inches, as measured from the Plan Line. (The proposed development would comply with the required 15 foot setback if measured from the property line.) Parking at the site would be met through a shared parking arrangement between the residential and commercial components of the project, utilizing a parking reduction request to provide a total of 14 parking spaces. The project is located in the R-C (Mixed Use) zoning district.

E. 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:

Conditional Development Permit, Rezoning, Lot Merger, Heritage Tree Removal Permits, Below Market Rate Housing Agreement, and Environmental Review/The Sobrato Organization/151 Commonwealth Drive and 164 Jefferson Drive: Request for a Conditional Development Permit and Rezoning from M-2 (General Industrial) to M-2(X) (General Industrial Conditional Development) to demolish one single-story industrial building and associated structures totaling approximately 217,396 square feet, and subsequently construct two four-story office/research and development buildings totaling approximately 259,919 square feet in excess of the M-2 maximum height of 35-feet. Access to the site would be from Commonwealth Drive, as well as from Jefferson Drive via 164 Jefferson Drive. Development on the 164 Jefferson Drive site would include demolition of the existing structure totaling approximately 20,462 square feet and associated improvements, and redevelopment of the site to provide access to the 151 Commonwealth Drive site and for use as an amenity space to serve the proposed structures on the 151 Commonwealth Drive site. As part of the development proposal, the applicant is requesting approval to remove 12 heritage trees on the 151 Commonwealth Drive site and 11 heritage trees on the 164 Jefferson site. The trees range in health from poor to fair. Project review includes preparation of an Environmental Impact Report per the requirements of the California Environmental Quality Act (CEQA) and preparation of a fiscal impact analysis.

F. STUDY SESSION

1. Review and comment on the following project, which will include the preparation of a Fiscal Impact Analysis (FIA):

Conditional Development Permit, Rezoning, Lot Merger, Heritage Tree Removal Permits, Below Market Rate Housing Agreement, and Environmental Review/The Sobrato Organization/151 Commonwealth Drive and 164 Jefferson Drive: Request for a Conditional Development Permit and Rezoning from M-2 (General Industrial) to M-2(X) (General Industrial Conditional Development) to demolish one single-story industrial building and associated structures totaling approximately 217,396 square feet, and subsequently construct two four-story office/research and development buildings totaling approximately 259,919 square feet in excess of the M-2 maximum height of 35-feet. Access to the site would be from Commonwealth Drive, as well as from Jefferson Drive via 164 Jefferson Drive. Development on the 164 Jefferson Drive site would include demolition of the existing structure totaling approximately 20,462 square feet and associated improvements, and redevelopment of the site to provide access to the 151 Commonwealth Drive site and for use as an amenity space to serve the proposed structures on the 151 Commonwealth Drive site. As part of the development proposal, the applicant is requesting approval to remove 12 heritage trees on the 151 Commonwealth Drive site and 11 heritage trees on the 164 Jefferson site. The trees range in health from poor to fair. Project review

includes preparation of an Environmental Impact Report per the requirements of the California Environmental Quality Act (CEQA) and preparation of a fiscal impact analysis.

1. COMMISSION BUSINESS - None

ADJOURNMENT

Future Planning Commission Meeting Schedule

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: August 16, 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 designed 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.