



PLANNING COMMISSION AGENDA

Regular Meeting
November 19, 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), Kadwany (Vice Chair), O'Malley, Onken, Riggs

INTRODUCTION OF STAFF – Momoko Ishijima, 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.

- A1.** Update on Pending Planning Items
 - a. 20 Kelly Court – City Council, November 27
 - b. Housing Element – December Commission Meetings

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 - None

D. PUBLIC HEARING

- D1.** [Use Permit/Lorin Hill/7 Sunset Lane](#): Request for a use permit for excavation in the required rear and side yard setbacks on a standard lot in the R-1-S (Single Family Suburban) zoning district.
- D2.** [Use Permit and Variance/S&G Builders, LLC/748 & 746 Partridge Avenue](#): Request for a use permit to demolish two single-family dwelling units and associated accessory buildings and to construct two two-story, single-family dwelling units and associated site improvements on a substandard lot with regard to lot width in the R-2 (Low Density Apartment) zoning district. Request for a variance to build an accessory structure in the front half of the property, 69.5 feet from the front property line where 93.75 feet would be required.
- D3.** [Use Permit and Variances/Young and Borlik Architects/1976 Menalto Avenue](#): Request for a use permit to demolish a single-story, single family residence and to construct two, single-family dwelling units and associated site improvements, on a lot that is substandard with regard to lot depth and area, located in the R-2 (Low Density Apartment) zoning district. The proposal includes a request for a variance to encroach into the required front and rear yards. As part of this proposal, three heritage trees, in fair and good condition, with diameters between 16.5 and 19.5

inches that are located towards the right-side of the lot and the rear of the lot are proposed to be removed. Elements of this proposal have been revised since the Planning Commission Study Session of September 24, 2012.

- D4. Use Permit and Architectural Control/David Bouquillon for DivcoWest/2460 Sand Hill Road:**
Request for a use permit and architectural control for the demolition of the existing 32,721 square foot general office building located at 2460 Sand Hill Road (Quadrus Building 4) and the construction of a new 32,671 square foot general office building in the same location. The project would result in a reduction of approximately 50 square feet of gross floor area at the project site. As part of the proposal, the applicant is requesting to remove ten heritage size trees: three trees in poor condition, five trees in fair condition, and one tree in good condition. The proposed project is located in the C-1-C (Administrative, Professional, and Research, Restrictive) zoning district.

E. COMMISSION BUSINESS - None

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	December 3, 2012
Regular Meeting	December 17, 2012
Regular Meeting	January 7, 2013
Regular Meeting	January 28, 2013
Regular Meeting	February 4, 2013
Regular Meeting	February 25, 2013

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: November 15, 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.