



## PLANNING COMMISSION AGENDA

Regular Meeting  
April 8, 2013 at 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, Eiref, Ferrick (Chair), Kadvany (Vice Chair), O'Malley, Onken, Riggs

**INTRODUCTION OF STAFF** – Rachel Grossman, Associate Planner; Momoko Ishijima, Planner; Jean Lin, 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.

#### **A1. Update on Pending Planning Items**

- a. Housing Element
  - a. Planning Commission/City Council Joint Meeting – April 9, 2013
  - b. Planning Commission – April 22, 2013
- b. Facebook West Campus – City Council – March 26, 2013 and April 2, 2013
- c. 555 Glenwood Avenue – City Council – March 26, 2013
- d. SRI Campus Modernization Project – City Council Study Session – April 2, 2013
- e. 401 Pierce Road – City Council – April 16, 2013
- f. 500 El Camino Real – City Council – April 16, 2013

### **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 and items listed under Consent. 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.

**C1.** [Approval of minutes from the February 4, 2013 Planning Commission meeting.](#)

**C2.** [Approval of the excerpt minutes for 401 Pierce Road from the March 18, 2013 Planning Commission meeting.](#)

## **D. PUBLIC HEARING**

- D1. Use Permit/Scott Landry/635 Kenwood 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 depth and lot size, in the R-1-U (Single-Family Urban) zoning district. The project includes a request for the removal of a heritage street tree (23.5-inch diameter, fair condition).
- D2. Use Permit Revision/Michael Davis, D&Z Design Associates, Inc./1325 Garden Lane:** Request for a use permit revision to demolish an existing single-story, single-family residence and subsequently construct a new two-story, 5,048 square foot single-family residence including a basement with light wells that encroach into the required interior side yard and rear yard setbacks and an attached 573 square foot garage on a substandard lot with regard to lot width, lot depth and lot size in the R-E (Residential Estate) zoning district. Four heritage trees are proposed for removal as part of the project. The request is a revision to a use permit approved on February 4, 2013.
- D3. Use Permit/Brian Kelly/380 Claire Place:** 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.
- D4. Use Permit, Architectural Control, Major Subdivision/Forrest Mozart/1273 Laurel Street:** Request to demolish a single-story, single family home and to construct three detached, two-story dwelling units on the subject parcel in the R-3 (Apartment) zoning district. Use Permit and Architectural Control would be required for the construction of new residential units. The development would include a common driveway with the adjacent property (1281 Laurel Street) for access to each residence. A Tentative Map would be required to create six residential condominium units, including three units on the neighboring legal parcel (addressed 1281 Laurel Street). As part of the proposal the applicant is proposing to remove three heritage trees, including a coast live oak (42-inch diameter, poor condition) and two incense cedars (33-inch and 27 inch diameter, fair and poor condition). In addition, the applicant is requesting approval of a Below Market Rate (BMR) Agreement for the payment of an in-lieu fee for this project. An initial version of the proposal was reviewed by the Planning Commission at the meeting of March 4, 2013, and was continued with direction for redesign. The proposal has since been revised, with changes to the driveway material, the windows and orientation of the right-side front unit, and modifications to the applied materials throughout the project.
- D5. Use Permit, Architectural Control, Major Subdivision/Forrest Mozart/1281 Laurel Street:** Request to demolish a single-story, single family home and to construct three detached, two-story dwelling units on the subject parcel in the R-3 (Apartment) zoning district. Use Permit and Architectural Control would be required for the construction of new residential units. The development would include a common driveway with the adjacent property (1273 Laurel Street) for access to each residence. A Tentative Map would be required to create six residential condominium units, including three units on the neighboring legal parcel (addressed 1273 Laurel Street). As part of the proposal the applicant is proposing to remove two heritage size Mexican fan palms (22-inch and 17-inch diameter, good condition). In addition, the applicant is requesting approval of a Below Market Rate (BMR) Agreement for the payment of an in-lieu fee for this project. An initial version of the proposal was reviewed by the Planning Commission at the meeting of March 4, 2013, and was continued with direction for redesign. The proposal has since been revised, with changes to the driveway

material, the windows and orientation of the right-side front unit, and modifications to the applied materials throughout the project.

- D6. Use Permit/HeartVista/990 Hamilton Avenue:** Request for a use permit for the storage and use of hazardous materials for the research and development of Magnetic Resonance Imaging (MRI) software to assist in the diagnosis of heart diseases, within an existing building located in the M-2 (General Industrial) zoning district. All chemicals would be used and stored within the building.
- D7. Use Permit and Architectural Control/Melanie Roth/1143 Crane Street:** Request for a use permit and architectural control to allow outdoor seating within the public right-of-way and exterior modifications to the building façade in conjunction with a restaurant use in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The proposed exterior modifications include adjustments to the height of the existing awning, installation of wainscot siding in the entry alcove, replacement of storefront windows, and changes to the building's color scheme.
- D8. Use Permit Revision/Jane Vaughan/200 Middlefield Road:** Request for a use permit revision for a reduction of six parking spaces, from a total of 162 to 156 parking spaces, to accommodate an expanded electrical room, additional mechanical units, exhaust venting, and bicycle parking in the underground garage at an existing non-medical office building in the C-1 (Administrative and Professional District, Restrictive) zoning district.

**E. COMMISSION BUSINESS - None**

**ADJOURNMENT**

Future Planning Commission Meeting Schedule

Special Meeting Council)	April 9, 2013 (Joint Meeting with City
Regular Meeting	April 22, 2013
Regular Meeting	May 6, 2013
Regular Meeting	May 20, 2013
Regular Meeting	June 10, 2013
Regular Meeting	June 24, 2013
Regular Meeting	July 8, 2013
Regular Meeting	July 22, 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: April 3, 2013)

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](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](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.*