



PLANNING COMMISSION AGENDA

Regular Meeting
June 24, 2013 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 (Vice Chair), Ferrick, Kadvany (Chair), Onken, Riggs, Strehl

INTRODUCTION OF STAFF – 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 – City Council – June 11, 2013
 - b. SRI Campus Modernization Project – EIR/FIA Contracts – June 11, 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 May 20, 2013 Planning Commission meeting](#)
- C2.** [Architectural Control/Khoan Duong/139 Stone Pine Lane](#): Request for approval for architectural control for exterior modifications of the front facade on an existing residence in the R-3 (Apartment) zoning district, including the addition of new gross floor area and building coverage.
- C3.** [Architectural Control/Feve Building/711-715 Santa Cruz Avenue](#): Request for approval of architectural control to remodel the front elevation of a commercial building in the C-3 (Central Commercial) zoning district.

D. PUBLIC HEARING

- D1. [Use Permit/Sam Sinnott/575 Oak Knoll Lane](#): Request for a use permit for excavation (removal of more than 12 inches of dirt) within the required rear and left side setbacks, associated with landscaping improvements on a standard size lot in the R-1-S (Single-Family Residential Suburban) zoning district.
- D2. [Use Permit/Fred Blome/368 McKendry Drive](#): Request for a use permit for a single-story remodel and addition to an existing nonconforming single-story, single-family residence in the R-1-U (Single Family Urban) zoning district. The proposed work would exceed 75 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.
- D3. [Use Permit/Seth Brookshire/1097 Woodland Avenue](#): Request for a use permit for interior remodeling and the construction of a first floor addition to an existing single-story, nonconforming single-family residence in the R-1-U (Single-Family Urban) zoning district. The project would exceed 75 percent of the existing replacement value in a 12-month period and requires approval of a use permit by the Planning Commission. As part of the project, the applicant is proposing to remove a heritage silk oak tree (17-inch diameter, poor condition) and a heritage Monterey pine tree (24-inch diameter, poor condition) located in the rear of the property.
- D4. [Use Permit and Architectural Control/Richard Jacobsen/50, 243, and 297 Terminal Avenue](#): Request for a use permit and architectural control to remove six existing modular buildings and construct new school facilities consisting of seven classroom buildings, an administration building, a social center, an equipment storage shed, fencing up to 12 feet in height, and associated site improvements at an existing private school and adjacent vacant land located at 50 Terminal Avenue. As part of the proposed development, two single-family residences adjacent to the school site located at 243 and 297 Terminal Avenue are proposed to be demolished and replaced with two new single-story, single-family residences. A total of 16 heritage trees are proposed for removal. The entire project site is in the R-1-U (Single Family Urban) zoning district. ***Continued from the meeting of June 10, 2013.***

E. REGULAR BUSINESS – None

F. COMMISSION BUSINESS

F1. Designation of Acting Chair for July 8, 2013 Planning Commission Meeting

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	July 8, 2013
Regular Meeting	July 22, 2013
Regular Meeting	August 5, 2013
Regular Meeting	August 19, 2013
Regular Meeting	September 9, 2013
Regular Meeting	September 23, 2013
Regular Meeting	October 14, 2013
Regular Meeting	October 28, 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: June 19, 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.



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.