



REGULAR MEETING MINUTES

Date: 7/29/2019
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Andrew Barnes called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes (Chair), Chris DeCardy, Michael Doran, Camille Kennedy, Henry Riggs, Michele Tate

Absent: Katherine Strehl

Staff: Ori Paz, Associate Planner; Thomas Rogers, Principal Planner; Corinna Sandmeier, Senior Planner; Chris Turner, Assistant Planner

C. Reports and Announcements

Principal Planner Thomas Rogers said staff had no reports or announcements.

D. Public Comment

None

E. Consent Calendar

None

F. Public Hearing

- F1. Use Permit Revision/Lucas Correa/828 Hamilton Avenue:
Request for a use permit revision to modify the previously approved design of a new two-story residence in the R-1-U (Single Family Urban Residential) zoning district. The proposed modification includes changing the exterior materials from redwood siding to stucco on a portion of the structure. ([Staff Report #19-051-PC](#))

Staff Comment: Senior Planner Corinna Sandmeier said she had no updates to the written staff report.

Questions of Staff: Replying to Commissioner Michael Doran, Planner Sandmeier said the applicant was requesting to increase the curb cut from 10 feet to 18.5 feet, which would also

increase the driveway width behind it.

Applicant Presentation: Lucas Correa, applicant, said he had nothing to add to the written report.

Chair Barnes opened the public hearing and closed it as there were no speakers.

Commission Comment: Commissioner Doran noted that the applicant had followed the process to request a change to a previously approved use permit. He said he could support the request.

Commissioner Michele Tate said she lived in the neighborhood and parking was a problem with all the commercial spaces. She said expanding the width of the project driveway would further impede parking in the area.

Commissioner Henry Riggs expressed concern with the applicant's request to change the exterior siding from redwood to stucco. He said the siding had been a significant reason why the house fit within the one-story mixture of buildings in the area. He said the approved siding broke down the scale and added architectural interest. He said he would regret the loss of the approved siding. He asked the Commission to consider if they would have approved the project if the proposed material had been only stucco.

Replying to Chair Barnes, Planner Sandmeier said a driveway width of 18.5 feet was narrower than many driveways, which were 20 feet wide for two cars. She said they reviewed the request for the increased curb cut width with the Transportation Division, and they did not have an issue with it.

Commissioner Tate said it was not consistent with the neighborhood to have a driveway that wide.

Commissioner Riggs confirmed with staff that the applicant had wanted to keep a second driveway from Carlton Avenue but that had not been approved.

ACTION: Motion and second (Doran/Camille Kennedy) to approve the item as recommended in the staff report; passes 4-2-1 with Commissioners Riggs and Tate opposing and Commissioner Strehl absent.

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, "Existing Facilities") of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit revision subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by Yeung Architecture and Design, consisting of 17 plan sheets, stamped received on July 17, 2019, and approved by the Planning Commission on July 29, 2019, except as modified by the conditions contained herein, subject to review and approval by the Planning Division.

- b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
- c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
- d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
- e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
- f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.
- g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.

F2. Use Permit/Samir Mehta/327 Hedge Road:

Request for a use permit to demolish most of the existing single-story, single-family residence (with the exception of a portion of the garage) and construct first- and second-story additions on a substandard lot with regard to minimum lot width and area in the in the R-1-U (Single Family Urban Residential) zoning district. The project would exceed 50 percent of the existing floor area and is considered equivalent to a new structure. The proposal includes a request to remove a heritage-size multi-trunk olive tree (tree #4) in poor health and condition. ([Staff Report #19-052-PC](#))

Staff Comment: Associate Planner Ori Paz said the name of the applicant on the staff report was incorrect but was correct in the recommended actions. He said the applicant was Samir Mehta and not Frances Wong.

Applicant Presentation: Fatima Saqib, project representative, said the project was 99% a new home. She said they were keeping one wall of the existing garage because of a large redwood tree. She said it was not viable to remove the foundation there and protect the tree's roots. She said they also wanted to keep the driveway in its existing location due to three heritage trees in the front lawn of the property. She said the style was modern farmhouse with vertical siding on the first floor and horizontal siding on the second floor. She said they maintained gables to blend in with the neighboring homes. She said the second story was set back quite a bit from the front of the house and the two larger heritage trees offered considerable green screening to the sides. She said that

Flood Park was adjacent to the rear of this property, and a large heritage tree blocked any view of the house from Flood Park. She said they reached out to neighbors and they had been supportive of the proposed project. She said they discussed window placements and tried to maintain privacy on both sides.

Chair Barnes opened the public hearing and closed it as there were no speakers.

Commission Comment: Chair Barnes said he thought the project was very well done and worked well in the neighborhood. He said the design style was something seen fairly frequently in Menlo Park now and it worked. He said the project conformed to the development standards. He moved to approve. Commissioner Kennedy seconded the motion.

Commissioner Riggs said he agreed in many ways with the project noting the floor plans were nicely laid out. He said however it looked like a one-story building to which a second story was added. He said he did not see much relationship between the two stories in terms of forms and would like to see more cohesive massing. He said the roof was complicated to sit on what was meant to be a simple form. He said aesthetically the project would benefit from a second look.

ACTION: Motion and second (Barnes/Kennedy) to approve the item as recommended in the staff report; passes 5-1-1 with Commissioner Riggs opposing and Commissioner Strehl absent.

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, “Existing Facilities”) of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by Fatima Saqib Residential Design, consisting of 13 plan sheets, dated received July 24, 2019 and approved by the Planning Commission on July 29, 2019, subject to review and approval by the Planning Division.
 - b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies’ regulations that are directly applicable to the project.
 - c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.

- d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
- e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
- f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.
- g. Heritage and street trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance and the arborist report by Advanced Tree Care dated July 17, 2019.

F3. Use Permit/Mingshuai Gu/1036 Oakland Avenue:

Request for a use permit to partially demolish, remodel, and add first- and second-story additions to a single-family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The proposal would also exceed 50 percent of the existing floor area and is considered equivalent to a new structure. The subject parcel is a substandard lot in the R-1-U (Single-Family Urban) zoning district. ([Staff Report #19-053-PC](#))

Staff Comment: Assistant Planner Chris Turner said staff had no additions to the written report.

Questions of Staff: Commissioner Doran asked about the nonconforming parking. Planner Turner said minimum parking requirements for a house were one covered and one uncovered parking space. He said that parking areas within the required front setback did not count towards that parking requirement. He said the regulations stated that parking had to be located outside front and side setbacks. He said technically this parcel had only one covered parking space. He said although they could park in their driveway that was not counted as a conforming parking space.

Applicant Presentation: Mingshuai Gu, property owner, said they were trying to remodel and expand their living space. He said he and his wife had lived at the home for three years. He said the property had not been properly maintained by the previous owner, so they were trying to improve it. He said the proposal matched the existing style of the neighborhood and their neighbors were supportive of the project.

Commissioner Riggs said the project had a rather tall second story with full sized windows and no apparent significant vegetation on the left side. He said those neighbors would not have privacy once the new home was occupied. He asked if they had talked with that neighbor or had any plans for landscaping to mitigate privacy impacts.

The applicant's wife, Tian, said there were trees in the left side neighbor's backyard that she thought provided screening. Commissioner Riggs said the plan had five, five-foot tall windows on the left side second story, and assurance was needed that there was landscape screening or that the windows did not view into the neighboring house or yard.

Chair Barnes said the proposal had a considerable number of windows in sensitive areas, and asked staff to address. Planner Turner said on the plans they usually asked for trees and shrubbery to be shown but they were not here. He said there currently was a tall shrub along the rear of the left side fence. He said looking at Google Earth it looked fairly substantial in height and would provide a decent amount of screening for the rear yard. He provided some photos of the greenery from the historical evaluation.

Chair Barnes opened the public hearing and closed it as there were no speakers.

Commission Comment: Commissioner Kennedy said there were a lot of windows on the proposed house. She noted the existing home did not have divided light windows and the windows being used on both stories of the new home would detract from the consistency of the homes at the project site and 1038 Oakland Avenue.

Commissioner Riggs said he could not really tell if the tree shown in the photo would provide screening. He said it would be helpful to see on the proposed site plan or area plan any trees to screen the backyard and residence at 1038 Oakland Avenue. He said if trees were not there, trees could be planted. He referred to Commissioner Kennedy's comment about the windows. He said the windows on the second floor were noticeable because the second floor seemed larger than the first floor, which was unusual. He moved to continue the project for clarification of the left side privacy. He said he would like a plan. He said if there was planting of good height that could be shown on Sheet A1.3 or Sheet A1.1, and a photograph from the existing project building's roof would show a lot. He said if there was not sufficient landscape screening that a response to the privacy issue would need to be made.

Chair Barnes asked how that would be reviewed and approved and suggested perhaps through a memo process. Commissioner Riggs said the project would be hastened if they went with the memo process although a follow up hearing with the Commission was possible.

Chair Barnes asked staff if they had enough information regarding the motion. Planner Turner said the motion then would be to approve the project with a condition that the applicant would indicate landscape screening on the plans and/or a narrative demonstrating alleviation of privacy concerns, which would come back to the Commission as a condition review memo. Commissioner Riggs agreed with staff's characterization of his motion. Chair Barnes seconded the motion with a requested modification to see a plan and not a narrative. Commissioner Riggs said the narrative referred to the Commission's toolbox of ways to address windows and privacy such as obscure glass and raising windowsill heights. Chair Barnes withdrew his request to modify the motion.

Planner Turner asked if the Commission was suggesting possible building change such as windowsill heights, obscure glass or something else as long as it helped with privacy issue as well as the planting plan. Commissioner Riggs said in terms of architectural control he would like the project to be continued to address the top-heavy architectural style, but he did not sense support for that. He said he would like to focus on just the privacy issue and that would be through review

and approval of a condition memo.

Chair Barnes said as the maker of the second he was not entirely clear on the neighborhood outreach the applicants had done to the extent that the neighbor understood the impact of the second floor and windows. He said having information come back on the landscaping would help.

ACTION: Motion and second (Riggs/Barnes) to approve the item with the following modification; passes 6-0-1 with Commissioner Strehl absent.

1. Make a finding that the project is categorically exempt under Class 1 (Section 15301, “Existing Facilities”) of the current California Environmental Quality Act (CEQA) Guidelines.
2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by T Square Consulting Group, Inc., consisting of 15 plan sheets, dated received July 3, 2019, and approved by the Planning Commission on July 29, 2019, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - b. Prior to building permit issuance, the applicant shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies’ regulations that are directly applicable to the project.
 - c. Prior to building permit issuance, the applicant shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
 - f. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a Grading and Drainage Plan for review and approval of the Engineering

Division. The Grading and Drainage Plan shall be approved prior to the issuance of grading, demolition or building permits.

- g. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance

4. Approve the use permit subject to the following project-specific conditions:

- a. Simultaneous with the submittal of a complete building permit application, the applicant shall submit a revised site plan and area plan, along with supporting evidence for review by the Planning Division, to determine if existing landscaping sufficiently addresses privacy concerns on the left side of the structure. If no such determination can be made, the applicant shall submit a landscape plan proposing additional screening, or revised elevations showing modifications to windows on the left side of the structure which serve to address privacy concerns, or some combination of these approaches. The existing landscaping summary and any revised plans and elevations shall be preliminarily approved by the Planning Division and circulated via email to the Planning Commission through a condition review email. Any project revisions shall be fully approved prior to issuance of the building permit.**

F4. Use Permit/Frances Wong/323 Haight Street:

Request for a use permit to construct a new detached secondary dwelling unit with aesthetic characteristics different from the main residence in the R-1-U (Single Family Urban Residential) zoning district. ([Staff Report #19-054-PC](#))

Staff Comment: Planner Turner said staff had no updates to the written report.

Applicant Presentation: Frances Wong, property owner, said she was requesting to have a secondary dwelling unit permitted to replace what was an existing shed. She said the unit was prefabricated and almost the same footprint as the shed. She said the current shed was about two to three feet away from the neighbor's fence. She said the new unit would be at the five-foot setback. She said both the neighbors on that side had signed a notarized notice that they knew about the unit being five feet away from the property line.

Commissioner Chris DeCardy asked if there had been prefabricated options that would have looked more like the main residence. He asked if the unit would use gas and electric or just electric and what kind of performance it would have with its energy use. Ms. Wong said she could have done a custom unit, but it would have cost 30 to 40% more and required more time to build. She said the unit was prebuilt and other than the preparation work it would only take three to four weeks to install. She said regarding energy efficiency the unit would be electric, but she did not know the details.

Commissioner Doran said the secondary dwelling units were to be full living units with cooking facilities. He said the 165 square foot unit was very small and asked what cooking facilities it had. Ms. Wong said the unit would have a cooktop and although small would be functional.

Chair Barnes opened the public hearing and closed it as there were no speakers.

Commission Comment: Commissioner Tate said she liked the project noting more secondary dwelling units were needed in the City. She said it was wonderful it was prefabricated and easily installed.

Chair Barnes confirmed with staff that a use permit was needed because of the aesthetic difference between the unit and the main residence. He asked about the secondary dwelling unit and its encroachment into the setback and how a notarized letter from neighbors cured that. Planner Turner said the secondary dwelling unit development regulations required that the side setbacks be equal to the zoning district of the parcel. He said the side setback for this lot was five feet. He said there was a stipulation in the code that usually the setback would be 10 feet from the rear property line unless a notarized letter was obtained from the affected neighboring property owners stating that it was acceptable to reduce the setback to five feet. He said the state wanted more secondary dwelling units constructed and the ability to reduce the rear setback to five feet supported building the units.

Commissioner Kennedy said she liked this project and it was exactly what Menlo Park needed. She said she loved that this unit was quickly installed and cost-effective. She moved to approve the project. Commissioner DeCardy seconded the motion.

Commissioner Doran said the architecture was completely different between the two residences, but housing units were needed. He said the modular construction carried some limitations and also had many advantages for a project like this in reducing disruption to the neighborhood. He said another thing in favor of the proposal was its small size. He said he supported the project as well.

Commissioner Riggs said as noted by Commissioner Doran that code was written to address aesthetic consistency but there was an overriding issue of needing small units. He said as part of the record this unit appeared to be completely hidden in the back. He said if this proposed unit was in any way visible from an adjacent building that would have been different. He said he supported the project.

Replying to Commissioner Riggs, Ms. Wong said she chose the small size as she did not want to crowd the yard as the yard was pretty well laid out. She said this unit was literally a replacement of the shed. She said from the convenience standpoint and ease of installation everything was right there. She said a larger unit would have cost more, required more construction and re-landscaping.

Chair Barnes noted that the existing aesthetic of a main home for secondary dwelling unit applications was not always the most desirable noting ranch style homes from the 1950s. He said he supported the project.

ACTION: Motion and second (Kennedy/DeCardy) to approve the item as recommended in the staff report; passes 6-0-1 with Commissioner Strehl absent.

1. Make a finding that the project is categorically exempt under Class 3 (Section 15303, "New Construction or Conversion of Small Structures") of the current California Environmental Quality Act (CEQA) Guidelines.

2. Make findings, as per Section 16.82.030 of the Zoning Ordinance pertaining to the granting of use permits, that the proposed use will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be detrimental to property and improvements in the neighborhood or the general welfare of the City.
3. Approve the use permit subject to the following **standard** conditions:
 - a. Development of the project shall be substantially in conformance with the plans prepared by kitHAUS, consisting of 8 plan sheets, dated received July 17, 2019, and approved by the Planning Commission on July 29, 2019, except as modified by the conditions contained herein, subject to review and approval of the Planning Division.
 - b. Prior to building permit issuance, the applicants shall comply with all Sanitary District, Menlo Park Fire Protection District, and utility companies' regulations that are directly applicable to the project.
 - c. Prior to building permit issuance, the applicants shall comply with all requirements of the Building Division, Engineering Division, and Transportation Division that are directly applicable to the project.
 - d. Prior to building permit issuance, the applicant shall submit a plan for any new utility installations or upgrades for review and approval by the Planning, Engineering and Building Divisions. All utility equipment that is installed outside of a building and that cannot be placed underground shall be properly screened by landscaping. The plan shall show exact locations of all meters, back flow prevention devices, transformers, junction boxes, relay boxes, and other equipment boxes.
 - e. Simultaneous with the submittal of a complete building permit application, the applicant shall submit plans indicating that the applicant shall remove and replace any damaged and significantly worn sections of frontage improvements. The plans shall be submitted for review and approval of the Engineering Division.
 - f. Heritage trees in the vicinity of the construction project shall be protected pursuant to the Heritage Tree Ordinance.
4. Approve the use permit subject to the following **project specific** condition:
 - a. Prior to building permit issuance, the applicant shall submit documentation of compliance with the mitigation monitoring and reporting program (MMRP) established through Resolution No. 6149 associated with the Housing Element Update, General Plan Consistency Update, and Zoning Ordinance Amendments Environmental Assessment prepared for the Housing Element adopted on May 21, 2013, subject to Planning Division review and approval.

Chair Barnes noted that Commissioner Kennedy would need to recuse from consideration of item F5 due to a potential conflict of interest.

- F5. Architectural Control and Major Subdivision/Ranjeet Pancholy/115 El Camino Real:
Request for architectural control and a major subdivision to demolish an existing two-story hotel and construct a new mixed-use development consisting of two commercial condominiums on the first floor and four residential condominiums on the second and third floors in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The Planning Commission will serve as a recommending body, and the City Council will be the final decision making body and take action on the proposed project at a future meeting date. ([Staff Report #19-055-PC](#))

Staff Comment: Planner Sandmeier said she did not have any updates to the staff report.

Questions of Staff: Chair Barnes asked staff to clarify the permitted uses for the first floor. Planner Sandmeier said the parking supported personal service, retail or nonmedical office uses.

Commissioner DeCardy said this project fell under the Program EIR for the Specific Plan and asked about the TDM plan, noting that traffic and congestion were increased since the time the Plan's Program EIR was adopted. Planner Sandmeier said the Transportation Division reviewed TDM plans and they were looking for mitigations of all p.m. peak hour trips. She said they would look at the current use and the proposed use. Commissioner DeCardy asked at what point they considered peak impacts of traffic patterns for the project. Planner Sandmeier said she believed it was site-specific. She said for this project they would be looking at a hotel use and how many peak p.m. hours it was expected to generate, and what the proposed use was expected to generate. Commissioner DeCardy asked if the TDM was only to address the difference between the hotel and the proposed use. Planner Sandmeier said she believed that was correct.

Principal Planner Rogers said he had worked on the Specific Plan and the Program EIR. He said the way they were using it was consistent with how state law governed program level EIRs and subsequent development. He said it was true the traffic study that was done for the Plan might or might not be reflective of conditions today. He said the TDM plan was reviewed at the point of the project submittal and it looked at that site and reflected potential changes to the TDM calculations. He said in this case he did not think there was any change to the TDM methodology. He said if a new measure came out or the City or County changed how TDM was calculated, then it would be reflected in any new analysis.

Applicant Presentation: Ross Levy, project architect, introduced Ranjeet and Jaya Pancholy, the project sponsors. Mr. Levy made a visual presentation on the proposed project. He said the Commission in 2017 last saw a proposal for the site and suggested it needed further consideration. He said they worked with the City's Contract Architect Arnold Mammarella. He said they had done extensive neighborhood outreach. He said they received acceptance from some neighbors. He said they received small complaints from people who had occupied the building and had differences with the owners. He said those differences had been settled and there seemed to be overall support from the immediate neighborhood and from the Allied Arts neighborhood and community in general. He said one of the two commercial spaces would be occupied and staffed by Ms. Pancholy, an innovative health practitioner. He said a traffic study was done specific to this project in 2019. He provided visual images of the proposed development. He said the building was green and would use nontoxic and recycled materials. He said they would have four electric vehicle charging stations and were pursuing an all-electric building with no point source carbon emissions.

Chair Barnes opened the public hearing and closed it as there were no speakers.

Commission Comments: Chair Barnes said architecturally with the right maintenance the building was thoughtful and was contextual for the area. He said he thought the architecture was largely durable.

Commissioner DeCardy said he liked the project for the general look, feel and fit, the proportions and the aesthetics. He said he would particularly credit achieving that and having a no net emission building.

Chair Barnes asked if any of the units would be for sale. Mr. Levy said his understanding was none of the units were for sale at this time.

Commissioner Riggs said he had seen the project previously and he complimented the applicants on what they had brought forward with this proposal. He said the façade on Alto Lane was the only one that faced a residence and had the fewest materials. He asked for a description of the second-floor materials. Mr. Levy said the slide showed the railings that were intended as parapet walls, essentially solid stucco walls. He said the building stepped to essentially be a two-story building as it faced the lane in reference to the two-story structure across the lane. He said there was a large hedgerow that separated the two buildings and the neighbors would not look at this façade nor would this façade look at the neighbors. He referred to the sort of L-shape of the larger stucco mass as it opened to alternating the railing material to give more variety to soften the façade. Commissioner Riggs confirmed that the lines on the rendering were not pickets but were shadows of a trellis. He asked additional clarifying questions.

Commissioner Riggs said the setback of the third floor was very successful. He said the project was well done and attractive. He said the emphasis on energy management was welcome.

Chair Barnes said he thought the project was well done.

Commissioner Riggs moved to recommend to the City Council to make the findings to approve the project in terms of architectural controls and support the major subdivision to create two commercial condominiums on the first floor and four condominiums on the second and third floors. Commissioner Doran seconded the motion. He commented that he did not always like modern architecture, but this proposal had nuance and depth. He said he thought it would look great on El Camino Real.

ACTION: Motion and second (Riggs/Doran) to recommend that the City Council approve the item as recommended in the staff report; passes 5-0-2 with Commissioners Kennedy and Strehl absent.

- F6. Development Agreement Annual Review/Bob Burke, Greenheart/1300 El Camino Real and 550 Oak Grove Avenue:
Annual review of the property owner's good faith compliance with the terms of the Development Agreement for the Station 1300 project. ([Staff Report #19-056-PC](#))

Staff Comment: Principal Planner Rogers said a requirement of every development agreement that the City entered into was that it be reviewed on an annual basis. He said it had been a little over two years since this development agreement was last reviewed, as during that time the project was in its building permit review phase and constructing the underground podium so there was not much to report. He said the project now had its permits for the above-ground structures. He said staff believed the developer was meeting all their requirements in terms of triggered items. He said

some were partially triggered, some completely triggered and some contingent upon future actions.

Applicant Presentation: Steve Pierce, Principal with Greenheart Land Company, said he had nothing to add to the staff report but was happy to answer questions about the development project.

Chair Barnes opened the public hearing and closed it as there were no speakers.

Commission Comment: Chair Barnes asked how the project was doing in terms of construction and timeline. Mr. Pierce said that construction schedules were targets and things happened. He said the project was now vertical and it was very exciting as they had been constructing for two years. He said the steel framing was topped off for the north office building and the south office building would follow suit about two months behind that. He said the wood frame construction was for the 183-unit apartments. He said the retail or community serving spaces would be along Oak Grove Avenue on the first floor of the residences and also along El Camino Real on the first floor of the north and south office buildings. He said they anticipated the north office building would be shell-ready in about 12 months and the south office building was expected to be shell-ready in September 2020. He said when the buildings were shell-ready then tenant improvements could occur for the office and retail tenants.

Chair Barnes said in terms of occupancy that the development agreement gave preference to incubator businesses and smaller startups. He asked what they figured as the office space size per employee noting that the density range was significant. Mr. Pierce said one of the City Council members was quite interested that they reach out in their space marketing with emphasis on incubator space, co-working, and more entrepreneurial and smaller operations, creating opportunities for startups and that type of thing. He said they designed the buildings in such a way that they could go either professional that would have more private offices or more of the open landscape office preferred by tech companies. Chair Barnes said a mix of tenant populations supported the vibrancy of an area.

Chair Barnes referred to the parking garage and asked what was the potential of sharing that with external entities. Mr. Pierce said the parking garage had controlled access for the residences. He said there were two garage entries on Garwood Avenue and one on El Camino Real. He said the garage was two level and on those were areas cordoned off for residents only. He said the rest of the parking was for the community serving businesses and the office users. He said the community serving business parking would be time limited. He said the garage doors would be open during business hours and beyond, but they anticipated after 5:00 / 6:00 p.m. that the garage would be open for public use specifically for the site's restaurant and other afterhours operations. He said theoretically that a person could park there and go elsewhere in the City. He said generally the parking would be monitored during business hours. Chair Barnes confirmed the project TDM did not have trip caps. Mr. Pierce said their TDM included that all the workers onsite would be issued Caltrain Go Passes.

Commissioner Riggs asked if they would be able to provide a bicycle lane down Garwood Avenue. Mr. Pierce said when they initiated the project, the bicycle route was not a dedicated lane but a sharrowed lane.

Commissioner Riggs asked about Caltrain's possible grade-separation shoofly location. Mr. Pierce

said his understanding was that Garwood Avenue was the shoofly location. He said fortunately they had parking entry from El Camino Real and all of the parking spaces were accessible from any of the entries. He said his understanding was Garwood Avenue would be unavailable for a considerable amount of time.

Chair Barnes asked what they would have in the retail space. Mr. Pierce said based on inquiries they received that they would have two restaurant operations, one in the north building and one in the south building. He said those would face onto El Camino Real and onto the .5-acre plaza between the two buildings.

Chair Barnes moved to determine that Greenheart Land Company was in compliance with the provisions of the approved Development Agreement for the period of February 2017 through July 2019. Commissioner DeCardy seconded the motion.

ACTION: Motion and second (Barnes/DeCardy) to approve the item as recommended in the staff report; passes 5-0-2 with Commissioners Kennedy and Strehl absent.

1. Make a finding that Greenheart Land Company is in compliance with the provisions of the approved Development Agreement for the period of February 2017 through July 2019.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: August 12, 2019

Principal Planner Rogers said the agenda for the August 12 meeting would have four single-family development projects and a report on the Heritage Tree Ordinance update. He said for the next two weeks any Commissioner questions or requests were best conveyed to him.

Chair Barnes said the arborist finding that a heritage tree might be removed if it was in the path of the proposed development created questions for the Commission and asked if that could be included in the discussion. Planner Rogers said he would pass that onto the team working on the update as one of the Commission's focus. He said he believed that had been a focus of the ordinance update discussion and that there was a recommendation to front-load the heritage tree removal permit activity when it was development related, and to see if the heritage tree removal was appealed or not before bringing the project to the Planning Commission.

- Regular Meeting: August 26, 2019
- Regular Meeting: September 9, 2019

H. Adjournment

Chair Barnes adjourned the meeting at 9:11 p.m.

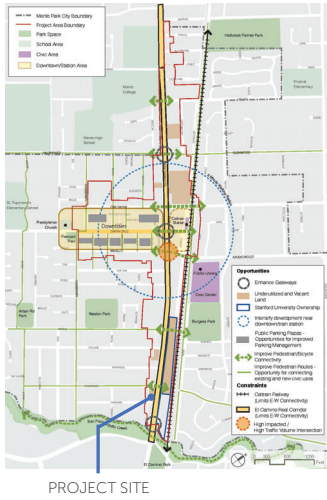
Staff Liaison: Thomas Rogers, Principal Planner

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on August 12, 2019

115 EL CAMINO REAL

GATEWAY PROJECT



EXISTING CONDITIONS + HISTORY



Stanford Inn was constructed in 1937 as studio apartments and converted to a hotel in the 1960's.

Current owners acquired the deferred maintenance property in 2006

Two years spent with a previous architect, and after comments from the Planning Commission, acquired a new architect

Propose new vision for a mixed-use building that adheres to the ECR Specific Plan



PRECEDENTS AND CONTEXT



Irving Gill, San Diego, 1908



Mark Mack, Venice, CA 2008



Menlo Park, 1968

Clarity of form with heavy massing defined by deep recesses.

Inset windows and carved entries create depth and shadow play.

Facade rhythm references historic Menlo Park architecture



Menlo Park, 1968

RELATIONSHIPS OF SOLID AND VOID ARCHITECTURAL ANALYSIS



- Family housing with 2-3-bedroom units and outdoor space
- Third floor is setback from the façade on all sides and is clearly expressed with material differentiation.

- Building mass is broken up by two distinct forms
- Building gestures to the corner
- Commercial spaces open to ECR and provide a wide pedestrian space



NEIGHBORHOOD OUTREACH

Ranjnet and Jaya Pancholy
115 El Camino Real, Menlo Park, CA 94025
ranjnetpacholy@gmail.com
408-930-2336

Dear Neighbor,

We are writing, as both residents and owners, to introduce a new building proposed at 115 El Camino Real to replace the existing Stanford Inn Hotel. Our proposal is for a new mixed-use commercial/residential building with two ground floor commercial units and four condominium units above. The current building was constructed in 1939 and was operated initially as studio apartments and then as the Stanford Inn. The structure, electrical wiring, plumbing, and interiors have all reached the end of their useful life and additional repairs are no longer economically practical. A Historic Resource Evaluation was completed by a registered historian, Architectural Resources Group, whose findings concluded that the property does not meet the criteria for listing as a historic resource.

We have been working with the City of Menlo Park Planning Department for several years now to develop a plan that meets all the qualifications in the El Camino Real Specific Plan and one that will positively contribute to the surrounding neighborhood.

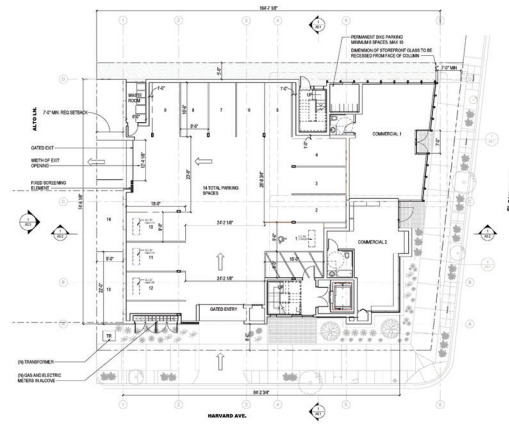
The proposed building is three stories, with a mixture of two- and three-bedroom condominium units. The top floor will serve as our personal residence; we want to continue to live in the neighborhood and contribute to life in Menlo Park. We appreciate your support for this project, and ask that you email, send a letter, or place a call to the provided City of Menlo Park contact below to actively state your support. If you have any questions or would like further information, my contact information is at the top of this letter.

Our contact for this project at the City of Menlo Park Planning Department is:
Corinna D. Sandmeier, Senior Planner
City Hall, 1st Floor
701 Laurel St, Menlo Park, CA
csandmeier@menlopark.org
650-330-6726

Thank you,
Ranjnet and Jaya Pancholy

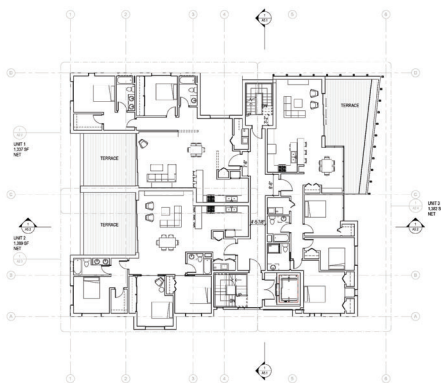


FIRST FLOOR PLAN



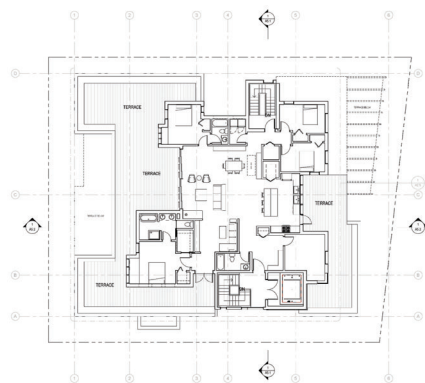
- Two commercial retail units totaling 1,541 SF
- Commercial entries oriented to ECR
- Garage entrance off Harvard Ave.
- Garage exit to Alto Lane
- 14 total parking spaces with 4 electric vehicle charging stations
- Permanent and temporary bike parking provided

SECOND FLOOR PLAN



- Three residential units: two 3-bedroom and one 2-bedroom
- Main pedestrian access to residences from Harvard Ave.
- Each unit has outdoor space connected to the living and dining areas
- Recessed entries to each unit from the shared corridor
- Units arranged for maximum access to daylight, while recessed windows provide shading

THIRD FLOOR PLAN



- One residential unit: Pancholy Family Home
- 4 bedrooms and open living plan
- Outdoor space provides recess from building frontages
- Recessed third floor scales the building towards the residential area southwest of Alto Ln

GREEN BUILDING



LEED v4 for BD+C: New Construction and Major Renovation

Project Name: 115 El Camino, Menlo Park, CA
 Date: 18-Jan-18

Y	?	N	Points	Requirement	Points	Requirement	Points
			1	Integrative Process			
30 0 0 Location and Transportation 16							
			16	LEED for Neighborhood Development Location			
			1	Sensitive Land Protection			
			2	High Priority Site			
			5	Surrounding Density and Diverse Uses			
			5	Access to Quality Transit			
			1	Bicycle Facilities			
			1	Reduced Parking Footprint			
			1	Green Vehicles			
4 0 0 Materials and Resources 13							
			13	Storage and Collection of Recyclables			
			5	Construction and Demolition Waste Management Planning			
			5	Building Life-Cycle Impact Reduction			
			2	Building Product Disclosure and Optimization - Environmental Product Declarations			
			2	Building Product Disclosure and Optimization - Sourcing of Raw Materials			
			2	Building Product Disclosure and Optimization - Material Ingredients			
			2	Construction and Demolition Waste Management			
12 0 0 Indoor Environmental Quality 16							
			16	Minimum Indoor Air Quality Performance			
			2	Environmental Tobacco Smoke Control			
			2	Enhanced Indoor Air Quality Strategies			
			3	Low-Emitting Materials			
			1	Construction Indoor Air Quality Management Plan			
			2	Indoor Air Quality Assessment			
			1	Thermal Comfort			
			2	Interior Lighting			
			3	Daylight			
			1	Quality Views			
			1	Acoustic Performance			
5 0 0 Water Efficiency 11							
			11	Outdoor Water Use Reduction			
			2	Indoor Water Use Reduction			
			2	Building-Level Water Metering			
			2	Outdoor Water Use Reduction			
			6	Indoor Water Use Reduction			
			2	Cooling Tower Water Use			
			1	Water Metering			
10 0 0 Energy and Atmosphere 33							
			33	Fundamental Commissioning and Verification			
			6	Minimum Energy Performance			
			6	Building-Level Energy Metering			
			6	Fundamental Refrigerant Management			
			6	Enhanced Commissioning			
			18	Optimize Energy Performance			
			1	Advanced Energy Metering			
			2	Demand Response			
			3	Renewable Energy Production			
			1	Enhanced Refrigerant Management			
			2	Green Power and Carbon Offsets			
1 0 0 Innovation 6							
			6	LEED Accredited Professional			
0 0 0 Regional Priority 4							
			1	Regional Priority: Specific Credit			
			1	Regional Priority: Specific Credit			
			1	Regional Priority: Specific Credit			
			1	Regional Priority: Specific Credit			
65 0 0 TOTALS Possible Points: 110							
Certified: 40 to 49 points, Silver: 50 to 59 points, Gold: 60 to 79 points, Platinum: 80 to 110							

APPROPRIATE PLANNING

This is a smart building, well planned to fit into the immediate environment while creating a unique identity. Its mass and scale are appropriate, and its construction and operation are planned sustainably.

