



## REGULAR MEETING MINUTES

**Date:** 6/13/2022  
**Time:** 7:00 p.m.  
**Location:** Zoom

### A. Call To Order

Chair Chris DeCardy called the meeting to order at 7:01 p.m.

### B. Roll Call

Present: Andrew Barnes, Chris DeCardy (Chair), Linh Dan Do, Cynthia Harris (Vice Chair), Henry Riggs, Michele Tate, David Thomas

Staff: Fahteen Khan, Assistant Planner; Nikki Nagaya, Public Works Director; Matt Pruter, Associate Planner; Corinna Sandmeier, Acting Principal Planner

### C. Reports and Announcements

Acting Principal Planner Corinna Sandmeier reported the City Council at its June 14, 2022 meeting would hold a public hearing on the Fiscal Year 2022-2023 Budget and Capital Improvement Plan.

### D. Public Comment

None

### E. Consent Calendar

- E1. Architectural Control/Alex Raymond/325 Sharon Park Drive:  
Request for architectural control to conduct exterior modifications at an existing commercial development in the C-2 (Neighborhood Shopping) zoning district. (Staff Report #22-029-PC)

Action: Motion and second (Riggs/Tate) to approve the Consent Calendar as submitted; passed 7-0.

### F. Public Hearing

- F1. Use Permit and Architectural Control/David Neubauer/135 El Camino Real:  
Request for architectural control review for modifications to an existing commercial building in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district, including modifications to the front façade and the addition of a roof deck, a second-story screening wall and trellises. The request also includes a use permit for a change of use from a restricted personal service to a mixed-use office and residential building with one residential unit on a property that is substandard with regard to parking. *Continued to a future meeting*

- F2. Variance Revision and Extension of a Vesting Tentative Map/Phil Hydman/706-716 Santa Cruz



**Avenue:**

Request for a revision to extend the expiration date of an approved variance by two years to continue to allow skylights on the third floor of a previously approved three-story, mixed-use building to exceed the 38-foot height limit, in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The applicant is also requesting a two-year extension of a vesting tentative map associated with a major subdivision not to exceed four residential condominium units and one commercial area, with rights reserved for up to ten commercial condominium units. The City Council is the final decision making body for the vesting tentative map extension. (Staff Report #22-030-PC)

Assistant Planner Fahteen Khan reported staff had no updates to the written report.

Applicant Phil Hydman spoke on behalf of the project request.

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

The Planning Commission discussed the proposed project request, commended the project design and expressed interest in a project with more housing units.

**ACTION:** Motion and second (Barnes/Harris) to adopt a resolution of the Planning Commission of the City of Menlo Park recommending that the City Council adopt a resolution to approve a two-year extension of a vesting tentative map associated with a major subdivision not to exceed four residential condominium units and one commercial area, with rights reserved for up to ten commercial condominium units; passes 7-0.

**ACTION:** Motion and second (Barnes/Harris) to adopt a resolution of the Planning Commission of the City of Menlo Park to approve a revision to an approved variance to extend the expiration date by two years to continue to allow skylights on third floor of an approved mixed-use building to exceed the 38-foot height limit; passes 7-0.

**F3. Development Agreement Annual Review/Stanford University/300-550 El Camino Real (Middle Plaza at 500 El Camino Real Project):**

Annual review of the property owner's good faith compliance with the terms of the Development Agreement for the Middle Plaza at 500 El Camino Real project. (Staff Report #22-031-PC)

Commissioner Harris recused herself due to the proximity of her residence to the project address.

Planner Sandmeier said staff had no updates to the written report.

Nic Durham, Stanford University representative, said he had no updates to the written report.

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

The Planning Commission discussed the Development Agreement Annual Review and received information on the progress of the underground rail crossing component from Public Works Director Nikki Nagaya. Chair DeCardy requested for the record a note to City Council to suggest with the difference between the estimated cost of the crossing at the time the development agreement was negotiated and current estimated costs to consider ways to ensure the percentage share of the applicant remained equal over time.

**ACTION:** Motion and second (Thomas/Riggs) to adopt a resolution of the Planning Commission of the City of Menlo Park finding the property owner to be in good faith compliance with the terms of the Development Agreement for the Middle Plaza at 500 El Camino Real project in the ECR/DSP (El Camino Real/Downtown Specific Plan) zoning district; passes 6-0 with Commissioner Harris recused.

## **G. Regular Business**

- G1. 2022-23 Capital Improvement Plan/General Plan Consistency:  
Consideration of consistency of the 2022-23 projects of the Five-Year Capital Improvement Plan with the General Plan. (Staff Report #22-032-PC)

Public Works Director Nagaya made a short presentation on the item.

Chair DeCardy opened for public comment and closed public comment as there were no speakers.

The Planning Commission discussed the 2022-23 Capital Improvement Plan and its consistency with the General Plan with Public Works Director Nagaya.

**ACTION:** Motion and second (Riggs/Barnes) to adopt a resolution of the Planning Commission of the City of Menlo Park determining that the Five-Year Capital Improvement Plan's Fiscal Year 2022-23 Projects are consistent with the General Plan; passes 7-0.

## **H. Informational Items**

- H1. Future Planning Commission Meeting Schedule
- Regular Meeting: June 27, 2022
  - Regular Meeting: July 11, 2022

Planner Sandmeier reported on the upcoming June 27, 2022 meeting agenda.

## **I. Adjournment**

Chair DeCardy adjourned the meeting at 8:12 p.m.

Staff Liaison: Corinna Sandmeier, Acting Principal Planner

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on October 3, 2022