



REGULAR MEETING DRAFT MINUTES

Date: 09/18/2023
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 862 5880 9056 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Acting Chair Jennifer Schindler called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Barnes, Andrew Ehrich, Katie Ferrick (remotely by zoom), Henry Riggs, Jennifer Schindler (Acting Chair)

Absent: Linh Dan Do (Vice Chair), Cynthia Harris (Chair)

Staff: Christine Begin, Planning Technician; Kyle Perata, Planning Manager; Chris Turner, Associate Planner

C. Reports and Announcements

Planning Manager Kyle Perata asked that after “Reports and Announcements” if Acting Chair Schindler would reopen Roll Call so Commissioner Ferrick as required by AB 2449 could read into the minutes the reason for participating remotely.

Mr. Perata said the City Council at its September 26, 2023 meeting would consider the Below Market Housing Agreements and Vesting Tentative Map for the 123 Independence Drive project that the Planning Commission recently reviewed and acted upon including a recommendation to the City Council.

Replying to Acting Chair Schindler, Commissioner Ferrick stated that she was participating remotely pursuant to AB 2449 Just Cause, which can be used for up to two meetings per calendar year. She said a contagious illness was the reason she had to attend the meeting remotely.

D. Public Comment

None

E. Consent Calendar

E1. Approval of minutes from August 14, 2023, Planning Commission meeting. (Attachment)

E2. Approval of minutes from August 28, 2023, Planning Commission meeting. (Attachment)

Acting Chair Schindler noted that the action votes for different agenda items in the minutes of August 28, 2023 had inconsistencies in formatting and requested consistent formatting of those.

- E3. Architectural Control/Michael Eaton/51 Hallmark Circle:
Consider and adopt a resolution to approve architectural control for exterior modifications to the rear (north) and left (west) elevations to extend an existing elevated deck of an existing townhouse into the common easement area in the R-E-S (X) (Residential Estate Suburban, Conditional Development) zoning district; determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. (Staff Report #23-059-PC)

ACTION: Motion and second (Riggs/Ehrich) to approve the consent calendar to include the minutes from the August 14, 2023 Planning Commission meeting as submitted, the minutes from the August 28, 2023 Planning Commission meeting with the requested modification for consistent formatting of the action votes, and to adopt the resolution in Attachment A approving 52 Hallmark Circle as recommended in the staff report; passes 5-0, with Commissioners Do and Harris absent.

F. Public Hearing

- F1. Architectural Control and Use Permits/Peninsula Innovation Partners, LLC/1350-1390 Willow Road, 925-1098 Hamilton Avenue, and 1005-1275 Hamilton Court:
Consider and adopt resolutions to approve architectural control review for buildings and site improvements for a mixed-use building (Parcel 3), the publicly accessible park, and publicly accessible dog park, associated with the approved Willow Village masterplan development project. The masterplan, including the general plan amendment, rezoning and zoning map amendment, vesting tentative maps, conditional development permit, development agreement, and BMR housing agreements were approved by the City Council on December 6 and 13, 2022 and authorize up to 1.6 million square feet of office and accessory uses (with a maximum of 1.25 million square feet for office uses and the balance for accessory uses), up to 1,730 dwelling units (including 312 BMR units), up to 200,000 square feet of retail and restaurant uses, and an up to 193 room hotel. The architectural control reviews by the Planning Commission check for conformance with the approved masterplan, conditional development permit, development agreement, mitigation monitoring and reporting program (MMRP) for the certified environmental impact report, the R-MU (residential mixed use) and O (Office) zoning districts, and other applicable requirements from the masterplan governing documents. The requested actions implement the Willow Village masterplan project and are consistent with the MMRP for the environmental impact report prepared for the proposed project and certified by the City Council on December 6, 2022. Therefore nothing further is required under the California Environmental Quality Act At this public hearing, the Planning Commission is scheduled to review three separate architectural control plans and use permit requests for the publicly accessible park, publicly accessible dog park, and a mixed-use building (Parcel 3). The mixed-use building on Parcel 3 would include 419 dwelling units with approximately 430,950 square feet of gross floor area and approximately 57,000 square feet of ground floor retail, restaurant, and/or entertainment space. The publicly accessible park would be approximately 3.5 acres of active and passive open space including an open lawn, meandering paths, children's play areas and amphitheater seating. The dog park would be approximately 8,000 square feet and the remainder of the parcel would be developed with a West Bay Sanitary District pump station. The proposals include associated use permit requests for modifications to design standards anticipated by the masterplan but not included in the conditional development permit. The use permit requests are generally summarized below: (Staff Report #23-060-PC)

Parcel 3

- Modify modulation requirements along Main Street.
- Modify setback requirements

Associate Planner Chris Turner presented an introduction to the agenda item.

Paul Nieto, Signature Development Group, and Christopher Peasy, Hart Howerton, spoke on behalf of the project.

Acting Chair Schindler opened the public hearing and closed it as no persons requested to speak.

Commission comments included appreciation for the quality of design and the extensive community outreach and coordination as well as a note that the requested modifications to the building modulations were fine.

Commissioner Riggs noted for the record that despite his appreciation for the quality of the mixed-use building that he would have to vote against that part of the project approvals due to the unresolved regional transportation issue in the Bayfront area.

Commissioner Barnes moved to approved as recommended in the staff report.

Acting Chair Schindler suggested voting separately on the mixed-use part of the project (Attachment A) and then on the other project components (Attachments B and C). Commissioner Riggs indicated his support for that suggestion.

ACTION: Motion and second (Barnes/Ehrich) to adopt the resolution in Attachment A to approve as recommended in the staff report; passes 4-1, with Commissioner Riggs opposed and Commissioners Do and Harris absent.

ACTION: Motion and second (Riggs/Ehrich) to adopt the resolutions in Attachments B and C to approve as recommended in the staff report; passes 5-0, with Commissioners Do and Harris absent.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: October 2, 2023

Mr. Perata said staff were tracking two items for the October 2nd agenda including EIR review and potential EIR certification and use permit and architectural control approvals for a proposed life science building at 1125 O'Brien Drive and proposed zoning ordinance amendments to facilitate electrification of existing residential buildings.

- Regular Meeting: October 23, 2023

Mr. Perata said staff anticipated bringing recommended zoning ordinance amendments and modifications as part of the Housing Element on the October 23rd agenda.

H. Adjournment

Acting Chair Schindler adjourned the meeting at 8:09 p.m.

Staff Liaison: Kyle Perata, Planning Manager

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on October 2, 2023