



PLANNING COMMISSION AGENDA

Regular Meeting
May 18, 2015 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, Combs, Eiref (Chair), Ferrick, Kadvany, Onken (Vice Chair), Strehl

INTRODUCTION OF STAFF – Deanna Chow, Senior Planner; Jean Lin, Associate Planner; Arnold Mammarella, Contract Planner; Stephen O’Connell, Contract Planner; Tom Smith, Associate 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. Planning Commission Appointments – City Council – May 5, 2015
 - b. ConnectMenlo Workshop – May 2 and 7, 2015

B. PUBLIC COMMENTS #1 (Limited to 30 minutes)

Under “Public Comments #1,” 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 April 20, 2015 Planning Commission meeting ([Attachment](#))

D. PUBLIC HEARING

- D1. Use Permit/Natalie Hylund/810 University Drive:** Request for a use permit to demolish an existing single-story, single-family residence and detached accessory buildings, and construct a new two-story, single-family residence on a substandard lot with regard to lot width and lot area in the R-3 (Apartment) zoning district. The project was previously reviewed and continued by the Planning Commission on March 9, 2015. The project has since been revised, with changes including a hipped roof and additional wall variation on the second level. ([Attachment](#))

- D2. Use Permit/Garrett Belmont/4020 Campbell Avenue:** Request for a use permit to allow the storage and use of hazardous materials (diesel fuel) for an emergency generator associated with a data and control center located in the M-2 (General Industrial) zoning district. ([Attachment](#))
- D3. Use Permit, Architectural Control, and Sign Review/German-American International School/475 Pope Street:** Request for use permit, architectural control, and sign review to allow a private school to operate on an approximately 3.9-acre portion of an existing public school site in the P-F (Public Facilities) zoning district. The proposed educational program would include pre-school through 12th grade, where the high school program (grades 9 through 12) would be phased in over a four-year period. The applicant is also proposing a student enrollment of up to 400 students, with an enrollment of up to 315 students during the first school year and increases in enrollment of up to 400 students phased in over a multi-year period. The proposed site improvements include six new portable buildings, new play areas, storage sheds, and a new freestanding sign. ([Attachment](#))
- D4. Right-of-Way and Public Utility Easement Abandonment/MidPen Housing/1221-1275 Willow Road:** Consideration of an abandonment of public right-of-way (ROW), sidewalk easement, and public utility easements (PUE) to determine whether the proposed abandonments are consistent with the City's General Plan. The request is associated with the development of a new 90-unit senior residential complex at the site. ([Attachment](#))
- D5. Use Permit/MidPen Housing/1221-1275 Willow Road:** Request for a use permit to increase the fence height from four feet to seven feet within the required five-foot front setback along Willow Road. The request is associated with the development of a new 90-unit senior residential complex at the site. ([Attachment](#))

E. STUDY SESSION

- E1. R-4-S Compliance Review/MidPen Housing/1221-1275 Willow Road:** Request for R-4-S(AHO) study session to review a new 90-unit affordable senior housing development relative to the development regulations and design standards of the R-4-S (High Density Residential, Special - Affordable Housing Overlay) zoning district. The Planning Commission's review is advisory only and will be taken into consideration as part of the Community Development Director's determination of whether the proposal is in compliance with the R-4-S (AHO) development regulations and design standards. The proposal includes application of the Affordable Housing Overlay, which provides a density bonus for providing on-site affordable units and allows modifications to development standards, a request for abandonment of a portion of Willow Road public right-of-way and public utility easements, and the removal of 21 heritage size trees, in generally good condition, where the majority would conflict with the proposed development. ([Attachment](#))
- E2. Study Session/650 Live Oak LLC/650-660 Live Oak Ave:** Request for a study session for the Public Benefit Bonus proposal associated with the architectural control request to demolish an existing commercial building and two dwelling units and construct a new mixed-use project with office and residential uses on two sites in the SP-ECR/D (El Camino Real/Downtown Specific Plan) and R-3 (Apartment) zoning districts. The proposed development would be at the public benefit bonus level, which would exceed the Base level floor area ratio (FAR). The public benefit bonus proposal includes a community garden and gathering space, as well as the provision of a full Below Market Rate (BMR) housing unit, where only a partial unit is required. No actions will take place at this meeting, but the study session will provide an opportunity for the Planning Commission and the public to become more familiar with the proposal and to provide initial feedback on the applicability of the Public Benefit Bonus. ([Attachment](#))

E3. Study Session/Lane Partners/1020 Alma Street: Request for a study session for the Public Benefit Bonus proposal associated with the architectural control request to demolish two existing commercial buildings and construct a new three-story office building with two underground parking levels on a site (currently addressed 1010-1026 Alma Street) in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The proposed development would be at the public benefit bonus level, which would exceed the Base level floor area ratio (FAR) for office uses on the subject site. The public benefit bonus proposal includes the provision of public plazas along Alma Street, a small pavilion for a cafe, and a financial contribution to the City. No actions will take place at this meeting, but the study session will provide an opportunity for the Planning Commission and the public to become more familiar with the proposal and to provide initial feedback on the applicability of the Public Benefit Bonus. ([Attachment](#))

F. REGULAR BUSINESS

F1. Selection of Planning Commission Chair and Vice Chair for May 2015 through April 2016 ([Attachment](#))

G. COMMISSION BUSINESS – None

H. INFORMATION ITEMS – None

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	June 8, 2015
Regular Meeting	June 22, 2015
Regular Meeting	July 13, 2015
Regular Meeting	July 20, 2015
Regular Meeting	August 3, 2015
Regular Meeting	August 17, 2015

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/notifyme> and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service on the City's homepage. Agendas and staff reports may also be obtained by contacting Vanh Malathong at 650-330-6736. (Posted: May 14, 2015)

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 www.menlopark.org/streaming.



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.