



REGULAR MEETING AGENDA - AMENDED

Date: 5/14/2018
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

The agenda has been amended to update the staff report items F5, F6 and F7

A. Call To Order

B. Roll Call

C. 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.

D. Public Comment

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda, and items listed under Consent Calendar. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

E. Consent Calendar

E1. Approval of minutes from the April 23, 2018, Planning Commission meeting. ([Attachment](#))

F. Public Hearing

F1. Use Permit/Manzoor Ghori/1010 Hollyburne Avenue:
Request for a use permit to partially demolish, construct a new addition, and perform interior modifications to an existing single-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district. The existing residence is nonconforming with respect to the required right and left side setbacks and the daylight plane. The value of the proposed work exceeds the 75 percent new work value within a 12-month period and therefore requires a Planning Commission approval of a use permit. ([Staff Report #18-047-PC](#))

F2. Use Permit and Variance/Karen Xu/812 Woodland Avenue:
Request for a use permit to add a second floor, as well as conduct interior modifications 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 project also includes a variance request for the residence to have a left side setback of three feet, where the requirement is five feet for both the first and second stories. The subject property is in the R-1-U (Urban Residential) zoning district. *Continued to a future meeting.*

- F3. Use Permit Revision/City of Menlo Park/333 Burgess Drive:
Request for a use permit revision to use and store hazardous materials on site for use with an emergency well previously permitted at the City's Corporation Yard. The materials will either be stored within an existing building or within a separate storage tank on site and will be used to help ensure safe drinking water during an emergency. The subject site is located in the P-F (Public Facilities) zoning district. ([Staff Report #18-048-PC](#))
- F4. Use Permit & Architectural Control/NMSBPCSLDHB/40 Middlefield Road:
Request for a use permit and architectural control to construct a new single-story office building, approximately 3,600 square feet in size, on a vacant lot in the C-4 (General Commercial) zoning district. The proposal includes a parking reduction request to provide 12 spaces where 22 spaces are required, which represents a ratio of one space per 300 square feet of gross floor area. The project includes a dedication of approximately 1,700 square feet of right-of-way along Middlefield Road associated with a plan line. ([Staff Report #18-049-PC](#))
- F5, F6 & F7 will be reviewed as one item, with a single staff report ([Staff report amended May 10, 2018](#))
- F5. Architectural Control and Use Permit/500 SC Partners LLC/506-540 Santa Cruz Avenue:
Request for architectural control to demolish existing buildings and construct a new mixed-use development consisting of a café on the first floor, office space on the second and third floors, and three residential units on the fourth floor in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The project also includes a use permit to allow outdoor seating associated with the proposed café. As part of the proposed project, two heritage trees are proposed for removal. The proposal is coordinated with the 1125 Merrill Street and 556 Santa Cruz Avenue proposals, and includes linked elements, such as access. ([Staff Report #18-050-PC](#))
- F6. Architectural Control/556 SC Partners LLC/556-558 Santa Cruz Avenue: Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of retail space on the first floor, office space on the second floor, and four residential units on the third floor in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The proposal is coordinated with the 1125 Merrill Street and 506 Santa Cruz Avenue proposals, and includes linked elements, such as access. ([Staff Report #18-050-PC](#))
- F7. Architectural Control/Chasen Rapp/1125 Merrill Street:
Request for architectural control to demolish the existing building and construct a new mixed-use development consisting of office space on the first and second floors, two residential units on the third and fourth floors in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. As part of the proposed project, two heritage trees are proposed for removal. The proposal is coordinated with the 506 and 556 Santa Cruz Avenue proposals, and includes linked elements, such as access. ([Staff Report #18-050-PC](#))

G. Regular Business

- G1. 2018-19 Capital Improvement Plan/General Plan Consistency: Consideration of consistency of the 2018-19 projects of the Five-Year Capital Improvement Plan with the General Plan. ([Staff Report #18-051-PC](#))
- G2. Nominate and recommend a commissioner to serve on the Heritage Tree Ordinance Taskforce. ([Staff Report #18-052-PC](#))

H. Informational Items

- H1. Future Planning Commission Meeting Schedule – The upcoming Planning Commission meetings are listed here, for reference. No action will be taken on the meeting schedule, although individual Commissioners may notify staff of planned absences.
- Regular Meeting: June 4, 2018
 - Regular Meeting: June 18, 2018
 - Regular Meeting: July 16, 2018

I. Adjournment

Agendas are 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 www.menlopark.org and can receive e-mail notification of agenda and staff report postings by subscribing to the “Notify Me” service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting the Planning Division at 650-330-6702. (Posted: 05/09/18)

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 public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk’s Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk’s Office at 650-330-6620.