



## REGULAR MEETING AGENDA

**Date:** 7/16/2018  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

### 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 June 4, 2018, Planning Commission meeting. ([Attachment](#))

E2. Approval of minutes from the June 18, 2018, Planning Commission meeting. ([Attachment](#))

### F. Public Hearing

F1. Use Permit and Variance/Jiawei Zhu/188 Elliot Drive:  
Request for a variance to reduce the subdivision ordinance front setback from approximately 50 feet to 35 feet. The proposal includes a request for a use permit for additions and interior modifications to an existing one-story single-family nonconforming structure on a standard lot in the R-1-U (Single Family Urban Residential) zoning district that would exceed 75 percent of the existing value within a 12-month period for a single-story addition and remodel. Three heritage tree removal permit applications are associated with the proposed project. ([Staff Report #18-065-PC](#))

F2. Use Permit/Evelyn Li/1031 Almanor Drive:  
Request for a use permit to construct a new secondary dwelling unit attached to the rear of an existing main dwelling unit on a lot less than 6,000 square feet in size in the R-1-U (Single Family

Urban Residential) zoning district. The proposal also requests a use permit for a remodel and additions to the existing single-story, single-family nonconforming structure on a substandard lot with respect to lot area and width. The proposed addition would exceed 50 percent of the existing floor area and the value of the proposed work would exceed 50 percent of the existing value within a 12-month period. The proposed project is considered equivalent to a new structure. *Continued to the July 30, 2018 Planning Commission meeting.*

- F3. Use Permit/Church of the Pioneers Foundation/900 Santa Cruz Avenue:  
Request for a use permit to operate an afterschool youth program and office use associated with a religious facility in and around a former bank building in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district, primarily on Thursdays and Sundays, with limited office uses on other days of the week. The project also includes a request to hold up to four events for church administrative purposes per year that could be located inside or outside of the building. *Continued to a future Planning Commission meeting.*

## **G. Study Session**

- G1. Use Permit, Architectural Control, and Environmental Review/Chris Middlebrooks/  
1105-1165 O'Brien Drive:  
Request for a use permit, architectural control, and environmental review for the construction of a new five-story research and development (R&D) building, approximately 120,000 square feet of gross floor area in size, and a new five-story parking structure with 281 parking stalls on a two-parcel site with two existing one-story office and R&D buildings, to be demolished, in the LS-B (Life Sciences, Bonus) zoning district. The project will be pursuing bonus level development. As part of the project, nine heritage trees are requested for removal, as well as an administrative lot merger to combine the two existing parcels into a single parcel. A diesel emergency generator and hazardous materials storage bunkers for potential R&D tenants are also proposed at the rear of the project site. The future use and storage of hazardous materials, with the exception of diesel fuel, would require project specific administrative permits. (Staff Report #18-066-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: July 30, 2018
  - Regular Meeting: August 13, 2018
  - Regular Meeting: August 27, 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](http://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](http://menlopark.org/notifyme). Agendas and staff reports may also be obtained by contacting the Planning Division at 650-330-6702. (Posted: 07/11/18)

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.