



REGULAR MEETING AGENDA

Date: 8/13/2018
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 July 30, 2018, Planning Commission meeting. ([Attachment](#))
- E2. General Plan Consistency Review of Right-of-Way Vacation/Michael Johnston/815 Bay Road: Planning Commission review for consistency with the General Plan related to the proposed vacation of 1,470 square feet of public right-of-way adjacent to 815 Bay Road. ([Staff Report #18-070-PC](#))
- E3. Sign Review/Ron Krietemeyer for Tarlton Properties/1305 O'Brien Drive, 1330-1360 O'Brien Drive, 1430-1440 O'Brien Drive, 1525 O'Brien Drive, and 1555-1605 Adams Drive: Request for sign review for 11 monument signs on five parcels in the LS (Life Sciences) and LS-B (Life Sciences, Bonus) zoning districts which are located in the Menlo Business Park. For each subject property, two (or more) monument signs are proposed for one street frontage, where one monument sign per street frontage is allowed by the Design Guidelines for Signs. In addition, the proposal includes new business park entry signage with lettering that would exceed 18 inches in height. ([Staff Report #18-071-PC](#))

F. Public Hearing

- F1. Use Permit/Neel Patel/1351 Delfino Way:
Request for a use permit to demolish an existing single-family residence and construct a new two-story, single-family residence with a basement on a substandard lot with respect to lot depth in the R-1-U (Single Family Urban Residential) zoning district. The proposal includes a request for excavation within the rear setback for a basement lightwell retaining wall. ([Staff Report #18-072-PC](#))

G. Regular Business

- G1. Handout/Process Review: Application Submittal Guidelines/City of Menlo Park:
Opportunity for the Planning Commission to provide feedback on the primary handout that is provided to applicants for projects requiring for Planning Commission review. ([Staff Report #18-073-PC](#))
- G2. Planning Commission Meeting Schedule: Possible rescheduling of October 8, 2018 meeting due to Columbus Day conflict ([Staff Report #18-074-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: August 27, 2018
 - Regular Meeting: September 17, 2018
 - Regular Meeting: October 8, 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: 08/08/2018)

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.