



REGULAR MEETING AGENDA

Date: 11/18/2019
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 revised transcript from the October 7, 2019, (1350-1390 Willow Road, 925-1098 Hamilton Avenue, and 1005-1275 Hamilton Court, Proposed Willow Village Master Plan Project Environmental Impact Report Scoping Hearing), Planning Commission meeting. ([Attachment](#))
- E2. Approval of minutes from the October 21, 2019, Planning Commission meeting. ([Attachment](#))
- E3. Approval of minutes from the November 4, 2019, Planning Commission meeting. ([Attachment](#))

F. Public Hearing

- F1. Use Permit/Danning Jiang/203 Haight Street:
Request for a use permit to partially demolish, construct a first-floor 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 left side setback and the daylight plane along both sides, and the proposed new work value would exceed 75 percent of the existing value. ([Staff Report #19-082-PC](#))

F2. Use Permit/Magda Bach/201 Ravenswood Avenue:
Request for a use permit to operate a child daycare center within an existing church in the R-1-S (Single Family Suburban Residential) zoning district. At maximum capacity, the daycare center would have 60 children, ages two to six years old, and six staff members. The daycare center would operate between the hours of 7:00 a.m. and 6:30 p.m., Monday through Friday, and be independent of the church, which would continue operations outside the proposed daycare hours. ([Staff Report #19-083-PC](#))

F3. Use Permit/John Conway/1200 El Camino Real:
Request for a use permit to allow the sale of beer and wine for off-premises consumption at an existing convenience store, which is associated with an existing service station in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. As part of the review, the Planning Commission will need to determine whether the sale of alcohol at this location serves a public convenience or necessity, in accordance with the requirements of the State Department of Alcoholic Beverage Control (ABC). ([Staff Report #19-084-PC](#))

G. Regular Business

G1. One Year Review/Don Fox, WineBank/1320-A Willow Road:
Request that the Planning Commission conduct a one-year review of the use permit revision to increase the signage and advertising permitted, adjust the minimum prices of wines available for sale and consumption on-site, provide daily wine tastings, and host up to 150 wine tasting events per year at an existing wine storage facility in the LS (Life Sciences) zoning district. ([Staff Report #19-085-PC](#)) **Continued from the PC meeting of November 4, 2019**

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: December 9, 2019
- Regular Meeting: December 16, 2019

I. Adjournment

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.

For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or prior to, the public hearing.

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.

Agendas are posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at menlopark.org/agenda and can receive email 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 City Clerk at 650-330-6620. (Posted: 11/13/2019)