



REGULAR MEETING AGENDA – AMENDED

Date: 12/13/21

Time: 7:00 p.m.

Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 831 6644 9012

This amended agenda includes an updated staff report for item G1. and an updated Attachment A for item F3.

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: In accordance with Government Code section 54953(e), and in light of the declared state of emergency, all members of the Planning Commission, city staff, applicants, and members of the public will be participating by teleconference.

How to participate in the meeting

- Submit a written comment online up to 1-hour before the meeting start time: menlopark.org/planningpubliccomment *
- Access the meeting real-time online at: zoom.us/join – Meeting ID# 831 6644 9012
- Access the meeting real-time via telephone (listen only mode) at: (669) 900-6833
Regular Meeting ID # 831 6644 9012
Press *9 to raise hand to speak

*Written and recorded public comments and call-back requests are accepted up to 1 hour before the meeting start time. Written and recorded messages are provided to the Planning Commission at the appropriate time in their meeting. Recorded messages may be transcribed using a voice-to-text tool.

- Watch the meeting
 - Online: menlopark.org/streaming

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website www.menlopark.org. The instructions for logging on to the webinar and/or the access code is subject to change. If you have difficulty accessing the webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).

Regular Meeting

A. Call To Order

B. Roll Call

C. Reports and Announcements

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 October 18, 2021, Planning Commission meeting. ([Attachment](#))

F. Public Hearing

- F1. Use Permit/Marjorie Andino/730 Ivy Drive:
Request for a use permit to partially demolish, remodel, and construct first-floor additions to an existing nonconforming one-story, single-family residence in the R-1-U (Single Family Urban Residential) zoning district. The proposed work would exceed 75 percent of the replacement value of the existing nonconforming structure in a 12-month period and requires use permit approval by the Planning Commission. ([Staff Report #21-062-PC](#))
- F2. Use Permit and Variance/Rasoul Oskouy/671 Live Oak Avenue:
Request for a use permit to demolish an existing one-story, single-family residence and detached accessory buildings, and construct a new two-story, single-family residence with an attached garage on a substandard lot with regard to minimum lot width and area in the R-3 (Apartment) zoning district. The proposal includes a request for a variance for the new residence to encroach into the required 20-foot separation distance between main buildings located on adjacent lots. The project also includes a new accessory dwelling unit (ADU) above the attached garage, which is a permitted use, and not subject to discretionary review. ([Staff Report #21-063-PC](#))
- F3. Use Permit and Architectural Control/Matthew Pearson/66 Willow Place:
Request for a use permit and architectural control to construct a 1,440-square-foot temporary modular office in the C-1 (Administrative and Professional District, Restrictive) district. The applicant requests that the office module be placed on the property for a period of three years to accommodate additional temporary staff associated with the completion of the Stanford Hospital expansion. The office module would occupy nine parking spaces, decreasing the number of parking spaces from 91 to 82 spaces where 77 spaces is required. ([Staff Report #21-064-PC](#))

- F4. Architectural Control and Use Permit/Paul Turek/2400 Sand Hill Road:
Request for architectural control review and a use permit to construct a new entrance along with other modifications to an existing commercial building in the C-1-C (Administrative, Professional, and Research, Restrictive) zoning district, at 2400 Sand Hill Road. The project also includes landscape modifications. ([Staff Report #21-065-PC](#))

G. Study Session

- G1. Study Session/Cyrus Sanandaji/1300 El Camino Real:
Study session on a request for a zoning text amendment to modify Municipal Code Chapter 16.92 (Signs-Outdoor Advertising) with regard to a previously approved architectural control, below market rate housing agreement, environmental review, and use permit for a new mixed-use office, residential, and retail development on a 6.4-acre site in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The proposed zoning text amendment includes eliminating the square footage cap on the total sign area for larger projects within the SP-ECR/D zoning district and establishing new regulations to calculate permitted signage for certain projects in the SP-ECR/D zoning district. ([Staff Report #21-066-PC](#))

H. Regular Business

- H1. Review of Draft 2022 Planning Commission Meeting Dates. ([Staff Report #21-067-PC](#))

I. Informational Items

- I1. 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 20, 2021 – Cancelled

J. Adjournment

At every regular meeting of the Planning Commission, in addition to the public comment period where the public shall have the right to address the Planning Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Planning Commission on any item listed on the agenda at a time designated by the chair, either before or during the Planning Commission's consideration of the item.

At every special meeting of the Planning Commission, members of the public have the right to directly address the Planning 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 Planning 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 by request by emailing the city clerk at jaherren@menlopark.org. Persons with disabilities, who require auxiliary aids or services in attending or participating in Planning Commission meetings, may call the City Clerk's Office at 650-330-6620.

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 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: 12/10/2021)