PLANNING COMMISSION
AGENDA

Regular Meeting
March 24, 2014 at 7:00 p.m.
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER – 7:00 p.m.

ROLL CALL – Bressler, Eiref (Vice Chair), Ferrick, Kadvany (Chair), Onken, Riggs, Strehl

INTRODUCTION OF STAFF – David Hogan, Contract Planner; Justin Murphy, Development Services Manager; Kyle Perata, Associate Planner; Thomas Rogers, Senior Planner; Corinna Sandmeier, Contract Planner; Elizabeth Schuller, Assistant Planner

A. 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.

A1. Update on Pending Planning Items
- a. 389 El Camino Real – BMR Amendment – City Council – March 18, 2014
- b. Housing Element – City Council – April 1, 2014
- c. SRI – Burgess Drive Reserved ROW Abandonment - City Council Study Session - April 1, 2014

B. PUBLIC COMMENTS

Under "Public Comments," the public may address the Commission on any subject not listed on the agenda within the jurisdiction of the Commission and items listed under Consent. When you do so, please state your name and city or political jurisdiction in which you live for the record. The Commission cannot respond to non-agendized items other than to receive testimony and/or provide general information.

C. CONSENT

Items on the consent calendar are considered routine in nature, require no further discussion by the Planning Commission, and may be acted on in one motion unless a member of the Planning Commission or staff requests a separate discussion on an item.

C1. Approval of minutes from the February 24, 2014 Planning Commission meeting

D. REGULAR BUSINESS #1

D1. Architectural Control and Use Permit/Houston Striggow/642 Santa Cruz Avenue: Request for architectural control for exterior modifications to apply an opaque film to a portion of the left side façade (along the breezeway) of an existing bakery in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district. The application also includes a request for a use permit for outside seating along Santa Cruz Avenue. The project was previously reviewed and continued by the Planning Commission at its meeting of July 22, 2013. The

revised proposal was initially scheduled for the meeting of February 24, 2014, but continued to March 24 at the request of the applicant.

E. PUBLIC HEARING

E1. **Use Permit Revision/Henry L. Riggs/903 Peggy Lane:** Request for a revision to a previously approved use permit, originally granted in May 2007 to construct a single-story addition and conduct interior modifications to a single-story, single-family residence. The current proposal includes the addition of a second floor and a remodel of the first floor, and would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The proposed remodeling and expansion would also exceed 50 percent of the existing floor area, and is considered equivalent to a new structure. The subject parcel is located in the R-1-U (Single-Family Urban) zoning district.

E2. **Use Permit/Ryan Cockrell/1550 El Camino Real:** Request for a use permit for a new wireless telecommunications facility and an associated equipment enclosure mounted on top of an existing two-story commercial building. The twelve proposed directional panel antennas, located in three groups of four antennas, would be screened with wooden screen walls consistent with the existing rooftop equipment screening at the site. The existing building is located in the SP-ECR-D (El Camino Real/Downtown Specific Plan) zoning district.

E3. **Draft Environmental Impact Report for the Commonwealth Corporate Center located at 151 Commonwealth Drive and 164 Jefferson Drive:** Public Hearing to receive public comments on the Draft Environmental Impact Report. The Draft EIR prepared for the Project identifies potentially significant environmental effects that can be mitigated to a less than significant level in the following categories: Aesthetics, Biological Resources, Cultural Resources, Geology and Soils, Greenhouse Gas Emissions, Hazards and Hazardous Materials, Hydrology and Water Quality, Land Use, Population and Housing, Public Services, and Public Utilities. The Draft EIR identifies potentially significant environmental effects that are significant and unavoidable in the following categories: Air Quality, Noise, and Transportation & Traffic. The California Environmental Quality Act (CEQA) requires this notice to disclose whether any listed toxic sites are present at the location. The project location does not contain a toxic site pursuant to Section 65962.5 of the Government Code. The review period for the Draft EIR is Friday, February 28, 2014 through 5:30 p.m. Monday, April 14, 2014.

F. REGULAR BUSINESS #2

F1. **Draft Fiscal Impact Analysis for the Commonwealth Corporate Center located at 151 Commonwealth Drive and 164 Jefferson Drive:** Public Meeting to receive public comments on the Draft Fiscal Impact Analysis.

G. STUDY SESSION

G1. **Conditional Development Permit, Rezoning, Tentative Parcel Map, Tree Removal Permit, and Below Market Rate Housing Agreement for the Commonwealth Corporate Center located at 151 Commonwealth Drive and 164 Jefferson Drive:** Study Session to provide comments on the Commonwealth Corporate Center Project consisting of a Conditional Development Permit for the construction of two four-story office buildings totaling 259,920 square feet; a Rezoning from M-2 - General Industrial to M-2(X) - General Industrial with Conditional Development District to exceed the standard M-2 zoning district's 35-foot height limit and construct office buildings up to 62 feet in height; a Tentative Parcel Map to reconfigure the site into a separate parcel for each building and a common parcel containing parking, landscaping, recreational amenities and other site improvements; a Tree Removal

Permit to remove 22 heritage trees; and a Below Market Rate Housing Agreement for the payment of in-lieu fees associated with the City's Below Market Rate Housing Program.

H. COMMISSION BUSINESS - None

ADJOURNMENT

Future Planning Commission Meeting Schedule

Regular Meeting	April 7, 2014
Regular Meeting	April 21, 2014
Regular Meeting	May 5, 2014
Regular Meeting	May 19, 2014
Regular Meeting	June 9, 2014
Regular Meeting	June 23, 2014

This Agenda is 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 http://www.menlopark.org and can receive email notification of agenda and staff report postings by subscribing to the "Home Delivery" service on the City's homepage. Agendas and staff reports may also be obtained by contacting Vanh Malathong at 650-330-6736. (Posted: March 19, 2014)

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 designed 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 disclosable public record (subject to any exemption under the Public Records Act) and is available for inspection at The Community Development Department, Menlo Park City Hall, 701 Laurel Street, Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Planning Commission meetings, may contact the City Clerk at (650) 330-6600.

Planning Commission meetings are recorded and audio broadcast live. To listen to the live audio broadcast or to past recordings, go to http://menlopark.granicus.com/ViewPublisher.php?view_id=2.

PLANNING COMMISSION
Agenda and Meeting Information

The Planning Commission welcomes your attendance at and participation in this meeting. The City supports the rights of the public to be informed about meetings and to participate in the business of the City.

ASSISTANCE FOR PERSONS WITH DISABILITIES: Person with disabilities who require auxiliary aids or services in attending or participating in Planning Commission meetings, may call the Planning Division office at (650) 330-6702 prior to the meeting.

COMMISSION MEETING AGENDA AND REPORTS: Copies of the agenda and the staff reports with their respective plans are available prior to the meeting at the Planning Division counter in the Administration Building, and on the table at the rear of the meeting room during the Commission meeting. Members of the public can view or subscribe to receive future weekly agendas and staff reports in advance by e-mail by accessing the City website at http://www.menlopark.org.

MEETING TIME & LOCATION: Unless otherwise posted, the starting time of regular and study meetings is 7:00 p.m. in the City Council Chambers. Meetings will end no later than 11:30 p.m. unless extended at 10:30 p.m. by a three-fourths vote of the Commission.

PUBLIC TESTIMONY: Members of the public may directly address the Planning Commission on items of interest to the public that are within the subject matter jurisdiction of the Planning Commission. The City prefers that such matters be presented in writing at the earliest possible opportunity or by fax at (650) 327-1653, e-mail at planning.commission@menlopark.org, or hand delivery by 4:00 p.m. on the day of the meeting.

Speaker Request Cards: All members of the public, including project applicants, who wish to speak before the Planning Commission must complete a Speaker Request Card. The cards shall be completed and submitted to the Staff Liaison prior to the completion of the applicant's presentation on the particular agenda item. The cards can be found on the table at the rear of the meeting room.

Time Limit: Members of the public will have **three** minutes and applicants will have **five** minutes to address an item. Please present your comments clearly and concisely. Exceptions to the time limits shall be at the discretion of the Chair.

Use of Microphone: When you are recognized by the Chair, please move to the closest microphone, state your name and address, whom you represent, if not yourself, and the subject of your remarks.

DISORDERLY CONDUCT: Any person using profane, vulgar, loud or boisterous language at any meeting, or otherwise interrupting the proceedings, and who refuses to be seated or keep quiet when ordered to do so by the Chair or the Vice Chair is guilty of a misdemeanor. It shall be the duty of the Chief of Police or his/her designee, upon order of the presiding officer, to eject any person from the meeting room.

RESTROOMS: The entrance to the men's restroom is located outside the northeast corner of the Chamber. The women's restroom is located at the southeast corner of the Chamber.

If you have further questions about the Planning Commission meetings, please contact the Planning Division Office (650-330-6702) located in the Administration Building.

Revised: 4/11/07