



CITY OF EAST PALO ALTO
PLANNING COMMISSION - REGULAR MEETING
MONDAY, APRIL 9, 2018 – 7:00PM
ACTION MINUTES - ADOPTED JULY 9, 2018
EAST PALO ALTO GOVERNMENT CENTER
2415 UNIVERSITY AVENUE - FIRST FLOOR – CITY COUNCIL CHAMBER

- CHAIRPERSON:** Robert Sherrard
- VICE CHAIRPERSON:** Briana Carter
- COMMISSIONERS:** Robert Allen, Kyra Brown, Javanni Munguia-Brown, Uriel Hernandez (Alternate), Alex Quezada, Court Skinner

STAFF PRESENT:
Rafael E. Alvarado Jr., City Attorney; Daniel Berumen, Associate Planner; Leticia Garcia, Planning Secretary; Michelle Markiewicz, Assistant Planner; Guido Persicone, Planning Manager

REGULAR MEETING

1. CALL TO ORDER AND ROLL CALL

The Planning Commission (PC) meeting was called to order at 7:03 p.m. by Chair Sherrard.

Present: Allen, Brown, Carter, Hernandez (non-voting member), Munguia-Brown, Skinner, Sherrard, Quezada

Absent: None

2. APPROVAL OF THE AGENDA (Government Code §54957.7(a))

Action: Upon motion by Commissioner Allen and seconded by Commissioner Skinner, the Planning Commission **unanimously voted 7-0** to approve the agenda. Motion approved.

3. COMMUNITY FORUM - There were no speakers for Community Forum.

4. PUBLIC COMMENTS REGARDING CONSENT CALENDAR ITEMS - There were no comments for Public Comments Regarding Consent Calendar Items.

5. CONSENT CALENDAR

A. Planning Commissioner Seats Expiring:

3	Court Skinner	5.31.18	7	Alex Quezada	5.31.18
4	Robert Sherrard	5.31.18	8	Uriel Hernandez (Alternate)	5.31.18

Action: Upon motion by Commissioner Skinner and seconded by Madam Vice Chair Carter, the Planning Commission **unanimously voted 7-0** to approve the consent calendar. Motion approved.

6. PUBLIC HEARINGS

A. Subject: Second story addition to an existing single story, single-family home.

Location/APN: 2122 Cooley Avenue/APN 063-374-020

Owners/ Applicant: Antonio L. Soria

Proposal: Applicant is proposing a second story addition of 807 square feet to their existing single story house.

Staff Recommendation: Approve the addition of a second story at 2122 Cooley Ave, Design Review (DR18-005) and find the project is exempt from California Environmental Quality Act (CEQA) pursuant to Section 15332 (Infill Development) of the CEQA Guidelines.

Project Planner: Michelle Markiewicz, Assistant Planner, mmarkiewicz@cityofepa.org

Assistant Planner Markiewicz delivered the presentation.

Action: Upon motion by Commissioner Allen and seconded by Commissioner Brown, the Planning Commission **unanimously voted 7-0** to open the public hearing. Motion approved.

The following individuals spoke on this item:

- Antonio L. Soria, Applicant

Action: Upon motion by Commissioner Skinner and seconded by Commissioner Munguia-Brown, the Planning Commission **unanimously voted 7-0** to Close the public hearing. Motion approved.

Action: Upon motion by Madam Vice Chair Carter and seconded by Commissioner Skinner, the Planning Commission **unanimously voted 7-0** to adopt a resolution (1) approving Design Review Application (DR18-005) and (2) finding the projects exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 of the CEQA Guidelines.

The motion was carried by the following vote:

AYES: Allen, Brown, Carter, Munguia-Brown, Quezada, Sherrard, Skinner

NOES: None

ABSENT: None

B. Subject: 2017 Housing Element Annual Progress Report

Location/APN: Citywide

Proposal: The Planning Commission will review and recommend approval to City Council

Staff Recommendation: Adopt a resolution recommending that the Planning Commission

1) Accept the 2017 Housing Element Annual Progress Report required under Government Code Section 65400; 2) Direct staff to submit the 2017 Housing Element Annual Progress Report to the appropriate State authorities; and 3) Find that the acceptance and submittal of the 2017 Housing Element Annual Progress Report is exempt from the California Environmental Quality Act (CEQA).

Project Planner: Daniel Berumen; dberumen@cityofepa.org ; (650) 853-3151

Associate Planner Berumen delivered the presentation.

Action: Upon motion by Commissioner Skinner and seconded by Commissioner Allen, the Planning Commission **unanimously voted 7-0** to adopt a resolution recommending that the Planning Commission:

- 1) Accept the 2017 Housing Element Annual Progress Report as amended required under Government Code Section 65400;
- 2) Direct staff to submit the 2017 Housing Element Annual Progress Report to the appropriate State authorities; and
- 3) Find that the acceptance and submittal of the 2017 Housing Element Annual Progress Report is exempt from the California Environmental Quality Act (CEQA).

The motion was carried by the following vote:

AYES: Allen, Brown, Carter, Munguia-Brown, Quezada, Sherrard, Skinner

NOES: None

ABSENT: None

C. Subject: Architectural Supervision for McDonald's Restaurant

Location/APN: 1721 East Bayshore Road/ 063-511-630

Proposal: Architectural Supervision for façade and exterior/interior improvements to the McDonald's Restaurant.

Staff Recommendation: Adopt a resolution (1) approving Design Review Application (DR 17-029), and (2) finding the project exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines.

Project Planner: Daniel Berumen; dberumen@cityofepa.org ; (650) 853-3151

Associate Planner Berumen delivered the presentation.

Action: Upon motion by Madam Vice Chair Carter and seconded by Commissioner Munguia-Brown, the Planning Commission **unanimously voted 7-0** to open the public hearing. Motion approved.

The following individuals spoke on this item:

- Jim Shively
- Margaret Trujillo
- Mandie Bayless

Action: Upon motion by Commissioner Skinner and seconded by Commissioner Brown, the Planning Commission **unanimously voted 7-0** to Close the public hearing. Motion approved.

Action: Upon motion by Commissioner Skinner and seconded by Madam Vice Chair Carter, the Planning Commission **unanimously voted 6-1-0** to adopt a resolution (1) approving Design Review Application (DR 17-029) with the following amendments discussed at this meeting,

PlngCOA#1. The developer shall indemnify, defend (with independent counsel approved by the City), and hold harmless the City, its officers, officials, directors, employees, agents, volunteers and affiliates and each of them from any and all claims, demands, causes of action, damages, costs, expenses, actual attorney’s fees, losses or liability, in law or in equity, of every kind and nature whatsoever arising out of or in connection with activities authorized by these approvals.

PlngCOA#12. The applicant is required to obtain a sign permit for any change to the wall signage at the site. Signs shall be in accordance with the East Palo Alto Sign Design Manual, which sets regulations for signs.

PlngCOA#13. Bicycle racks shall be replaced one for one at the site. The location of the bicycle racks shall be subject to review and must be approved by the Planning Manager prior to issuance of a building permit. Bicycle racks or storage shall comply with the Santa Clara Valley Transportation Authority Bicycle Technical Guidelines, as may be amended. And

(2) find the project exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines.

The motion was carried by the following vote:

- AYES:** Brown, Carter, Munguia-Brown, Quezada, Sherrard, Skinner
- NOES:** None
- ABSTAIN:** Allen
- ABSENT:** None

7. INFORMATIONAL ITEMS

- A. Review of Planning Commission Rules
- B. Annual Review of Oxford Academy-Verbal Presentation by Daniel Berumen.

Planning Manager Persicone and Associate Planner Berumen entered the informational items into the record.

8. ADJOURNMENT

The Planning Commission of the City of East Palo Alto adjourned at 8:27 p.m.

Minutes Recorded, Prepared and Respectfully Submitted by:



Leticia Garcia

Planning Commission Secretary

Mission Statement

The City of East Palo Alto provides responsive, respectful, and efficient public services to enhance the quality of life and safety for its multi-cultural community.