



REGULAR MEETING AGENDA MINUTES

Date: 7/8/2024
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 858 7073 1001 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Vice Chair Andrew Ehrich called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Andrew Ehrich (Vice Chair), Katie Behroozi, Katie Ferrick, Ross Silverstein

Absent: Linh Dan Do, Jennifer Schindler (Chair), Misha Silin

Staff: Connor Hochleutner, Assistant Planner; Kyle Perata, Assistant Community Development Director, Mariam Sleiman, City Attorney; Chris Turner, Senior Planner

C. Reports and Announcements

Assistant Community Development Director Kyle Perata said the City Council at its July 9, 2024 meeting would hear the appeal of the Planning Commission’s decision to approve a use permit and architectural control for the multifamily development project at 1220 Hoover Street and the Planning Commission’s review and recommendation for approval to the City Council for the major subdivision associated with the project.

D. Public Comment

None

E. Consent Calendar

E.1 Approval of minutes from the June 24, 2024 Planning Commission meeting (Attachment)

Vice Chair Ehrich opened public comment and closed public comment as no persons requested to speak.

ACTION: Motion and second (Ferrick/Silverstein) to approve the consent calendar consisting of the minutes for the regular Planning Commission meeting of June 24, 2024; passes 4-0 with Commissioners Do, Schindler and Silin absent.

F. Public Hearing

F1. Use permit and Architectural Control/Phillip King/1399 Willow Road:
Consider and adopt a resolution to approve a use permit and architectural control permit to demolish



an existing service station and construct a new service station, including a convenience store and car wash, a use permit for 24-hour operations of the fueling pumps and convenience store, and a use permit for the sale of beer and wine for off-premises consumption (Type 20 Alcoholic Beverage Control License) with concurrent retailing of motor vehicle fuel, located in the C-2-S (Neighborhood Commercial, Special) zoning district; determine this action is consistent with the certified environmental impact report for the Willow Village Masterplan project. (Staff Report #24-030-PC)

Planner Turner said summarized a comment letter received that day noting clarifying questions about noticing, underground storage tanks demolition and removal, how that related to the safety and environmental justice elements, and concerns about the sale of alcohol.

Phillip King, Malcolm Architecture, spoke on behalf of the project.

Under clarifying questions, Mr. King and staff spoke to the concerns raised in the letter referred to by Planner Turner and on bicycle and pedestrian safety into and through the project site.

Vice Chair Ehrich opened the public hearing.

Public Comment:

- Pam Jones questioned the quality of what was proposed as a shopping center for the community and expressed concern with the loss of heritage trees and the length of time it would take replacement trees to mature.

Vice Chair Ehrich closed the public hearing.

Commission discussion ensued with the applicant and staff about the potential for alcohol sales oversaturation in the area, providing healthier grocery options, confirming an Extra Mile operator, police calls on underage alcohol sales, replacement trees, the issuance of a two-year use permit, and clarified paths for bicycle and pedestrian safety.

ACTION: Motion and second (Silverstein/Behroozi) to adopt a resolution approving the item as presented; passes 4-0 with Commissioners Do, Schindler and Silin absent.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: July 22, 2024

Mr. Perata said the July 20 meeting agenda would have a public hearing on the draft EIR for the Parkline Master Plan Project and a study session on the overall project. He said the 45-day comment period on the EIR would end at 5:30 p.m. August 5, 2024.

- Regular Meeting: August 12, 2024

H. Adjournment

Vice Chair Ehrich adjourned the meeting at 7:57 p.m.

Staff Liaison: Kyle Perata, Assistant Community Development Director

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on July 22, 2024.