



REGULAR MEETING MINUTES

Date: 9/23/2024
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

Chair Jennifer Schindler called the meeting to order at 7:00 p.m.

B. Roll Call

Present: Jennifer Schindler (Chair), Katie Behroozi, Linh Dan Do, Misha Silin

Absent: Andrew Ehrich (Vice Chair), Katie Ferrick, and Ross Silverstein

Staff: Christine Begin, Planning Technician; Connor Hochleutner, Assistant Planner; Kyle Perata, Assistant Community Development Director

C. Reports and Announcements

Assistant Community Development Director Kyle Perata said the City Council at its September 24, 2024 meeting would consider the Planning Commission’s recommendation of the Environmental Justice and Safety Elements and whether to adopt resolutions to amend the General Plan to include the City’s first Environmental Justice Element and an update to its Safety Element. He said the Council would also consider a loan for \$2,000,000 from the City’s Below Market Rate Housing Special Revenue Fund for construction and development of a Midpen affordable housing project at the Veterans’ Affairs site on Willow Road. He said the project was not subject to the City’s regulatory process as it was located on Federal land.

D. Public Comment

None

E. Consent Calendar

None

F. Public Hearing

- F1. Use Permit/Greg Diamos/256 Marmona Dr.:
Consider and adopt a resolution to approve a use permit to add a second story and remodel an existing nonconforming one-story, single-family residence on a substandard lot with regard to minimum lot width and depth in the R-1-U (Single Family Urban Residential) zoning district. The proposal would exceed 50 percent of the existing floor area and is considered equivalent to a new structure. The proposed work would also exceed 50 percent of the existing replacement value of



the existing nonconforming structure in a 12-month period and requires approval of a use permit by the Planning Commission; determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. *Continued from the meeting of June 24, 2024.* (Staff Report #24-039-PC)

Planner Hochleutner said staff had no additions to the written report.

Greg Diamos, property owner, spoke on behalf of the project.

Chair Schindler opened the public hearing and closed the public hearing as no persons requested to speak.

The Commission discussed neighborhood outreach with the applicant and that the plans had addressed neighbors' concerns about window placement as well as the applicant's preference regarding a garage.

ACTION: Motion and second (Do/Schindler) to adopt a resolution to approve the item; passes 4-0 with Commissioners Ehrich, Ferrick, and Silverstein absent.

F2. Use Permit/Ali Zaghi/316 Princeton Rd.:

Consider and adopt a resolution to approve a use permit to demolish an existing single-story, single-family residence and detached garage and construct a new two-story, single-family residence with a basement on a substandard lot with regard to minimum lot width in the R-1-U (Single Family Urban Residential) zoning district; determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. The proposal includes a future detached accessory dwelling unit (ADU), which is a permitted use and not subject to discretionary review. (Staff Report #24-040-PC)

Planning Technician Begin said staff had no additions to the written report.

Sepi Amin, project designer, spoke on behalf of the project.

Chair Schindler opened the public hearing and closed the public hearing as no persons requested to speak.

Chair Schindler discussed windows and potential use of translucent glass in larger windows with the applicant after which the Commission discussed potential use of translucent glass in windows.

ACTION: Motion and second (Do/Silin) to adopt a resolution to approve; passes 4-0 with Commissioners Ehrich, Ferrick, and Silverstein absent.

F3. Use Permit/Chacktong Louie/433 El Camino Real:

Consider and adopt a resolution to approve a use permit to operate a massage therapy business, which is considered a restricted personal service and a conditional use, in an existing multi-tenant commercial building in the SP-ECR/D (El Camino Real/Downtown Specific Plan) zoning district; determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. (Staff Report #24-041-PC)

Planner Hochleutner said staff had no additions to the written report.

Commissioner Silin said staff brought to his attention that his home was located within about 1,000 feet of this project. He said after reviewing with staff the circumstances and the FPPC regulations he believed he was able to make an unbiased decision on the project, and thus would not recuse himself.

Chacktong Louie, applicant, and Felix Liu, project designer, spoke on behalf of the project.

The Commission discussed parking and potential bicycle parking along El Camino Real with staff and project outreach with the applicants.

Chair Schindler opened the public hearing and closed the public hearing as no persons requested to speak.

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

G Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: October 7, 2024

Mr. Perata said the October 7th meeting was likely to be canceled as no projects were currently ready for review.

- Regular Meeting: October 28, 2024

H. Adjournment

Chair Schindler adjourned the meeting at 7:58 p.m.

Staff Liaison: Kyle Perata, Assistant Community Development Director

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on October 28, 2024