



REGULAR MEETING MINUTES

Date: 4/28/2025
Time: 7:00 p.m.
Location: Zoom.us/join – ID# 846 9472 6242 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Jennifer Schindler called the meeting to order at 7:04 p.m.

B. Roll Call

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

Absent: Andrew Ehrich (Vice Chair), Ross Silverstein

Staff: Matt Pruter, Associate Planner; Corinna Sandmeier, Principal Planner

C. Reports and Announcements

Principal Planner Corinna Sandmeier said the City Council at its April 29, 2025 meeting would make appointments for all vacancies on the City's advisory bodies.

D. Public Comment

Chair Schindler opened the item for public comment and closed it as no persons requested to speak.

E. Consent Calendar

Chair Schindler opened the item for public comment and closed it as no persons requested to speak.

E1. Approval of minutes from the March 24, 2025 Planning Commission meeting (Attachment)

E2. Approval of minutes from the April 14, 2025 Planning Commission meeting (Attachment)

ACTION: Motion and second (Silin/Ferrick) to approve the Consent Calendar as presented consisting of the minutes from the March 24 and April 14, 2025 Planning Commission meetings; passes 5-0 with Commissioners Ehrich and Silverstein absent.

F. Public Hearing

F1. Development Agreement Annual Review/Cyrus Sanandaji, Presidio Bay Ventures/1300 El Camino Real and 550 Oak Grove Ave.:

Consider and adopt a resolution to determine that Presidio Bay Ventures has demonstrated good faith compliance with the terms of the Development Agreement for the period of April 2024 to April

2025 for the Springline project at 1300 El Camino Real. Review of the Development Agreement does not qualify as a project under CEQA. (Staff Report #25-017-PC)

Planner Sandmeier reported that the timeline for the tax obligation was incorrect in the staff report, and that it is prorated for the first year as reflected in the updated letter from Presidio Bay Ventures. She said that letter also clarified that all 20 below market rate (BMR) units were currently rented.

Cyrus Sanandaji, applicant, spoke on behalf of the item.

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

Responding to Commissioner Behroozi, Mr. Sanandaji explained why the café on the corner was not successful and the intent to use the space for community serving events that would then also drive foot traffic to the other restaurants.

Responding to Chair Schindler, Mr. Sanandaji explained the change in process from a BMR unit lottery selection to a wait list and that discussions were ongoing with the City regarding the methodology to rent the BMR units.

Further responding to Chair Schindler, Mr. Sanandaji said he would get back to the Commission on how many of the 20 BMR units have turned over since the prior year and on the approximate magnitude of the waitlist.

Commission comments included appreciation for the community serving events at Springline and clarity on changes to retail uses, and a desire for more bicycle parking along the frontage.

ACTION: Motion and second (Silin/Behroozi) to adopt a resolution approving the item as presented; passes 5-0 with Commissioners Ehrich and Silverstein absent.

- F2. Development Agreement Annual Review/Stanford University/200-500 El Camino Real (Middle Plaza at 500 El Camino Real Project):
Consider and adopt a resolution to determine that Stanford University has demonstrated good faith compliance with the terms of the Development Agreement for the period of April 2024 to April 2025 for the Middle Plaza at 500 El Camino Real project. Review of the Development Agreement does not qualify as a project under CEQA. (Staff Report #25-018-PC)

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

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

Responding to the Commission, Emily Richardson, applicant (Associate Director of Asset Management for Stanford Real Estate), said two of the three office buildings were fully leased and one was fully vacant. She said the eight BMR units in the residential portion were 100% occupied and the remaining units were 98% leased. Replying further, Ms. Richardson said there were 255 people on the interest list for the BMR units and that the retail space was fully leased.

Responding to the Commission, John Donahoe, Senior Director of Planning and Entitlement, Stanford University, said regarding the undercrossing that Stanford was required to provide

funding toward it, but the City needed to bring the project to a point where it could request Stanford's funding.

Responding further to the Commission, Ms. Richardson said they were looking at ways to activate the plaza.

Commission comment included emphasizing to staff the date of expiration for the undercrossing milestone in the development agreement.

ACTION: Motion and second (Do/Behroozi) to adopt a resolution approving the item as presented; passes 5-0 with Commissioners Ehrich and Silverstein absent.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: May 5, 2025

Planner Sandmeier said the May 5th agenda would have a use permit and architectural control for a new fitness use at the 325 Sharon Park shopping center.

- Regular Meeting: May 19, 2025

Commissioner Ferrick reported that she would be absent May 19 due to work travel.

I. Adjournment

Chair Schindler adjourned the meeting at 8:18 p.m.

Staff Liaison: Corinna Sandmeier, Principal Planner

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on May 19, 2025.