



REGULAR MEETING MINUTES

Date: 4/14/2025
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 7:03 p.m.

B. Roll Call

Present: Jennifer Schindler (Chair), Andrew Ehrich (Vice Chair) (left the meeting at approximately 7:30 p.m.), Katie Behroozi, Linh Dan Do (participating remotely), Katie Ferrick, Misha Silin, Ross Silverstein

Staff: Fahteen Khan, Associate Planner; Corinna Sandmeier, Principal Planner; Chris Turner, Senior Planner

Commissioner Do said she was participating remotely under AB 2449 (Just Cause) because she was not feeling well and that no persons over the age of 18 years old were in the room with her.

C. Reports and Announcements

Principal Planner Corinna Sandmeier said the City Council at its April 15, 2025 meeting would introduce new planning commission applicants and the Council was tentatively scheduled to appoint new commissioners for all commissions on April 29, 2025.

Chair Schindler highlighted that the final report from the annual City Council priority setting workshop was on the Council's April 15, 2025 agenda, and that housing was one of five top priorities identified for fiscal year 2025-2026.

D. Public Comment

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

E. Consent Calendar

E1. Approval of minutes from the March 10, 2025 Planning Commission meeting (Attachment)

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

ACTION: Motion and second (Behroozi/Ferrick) to approve the consent calendar consisting of the minutes from the March 10, 2025 Planning Commission meeting; passes 7-0.

F. Public Hearing

F1. Use Permit/Dan Spiegel/228 San Mateo Dr.:

Consider and adopt a resolution to approve a use permit to demolish an existing single-story, single-family residence, and construct a new two-story, single-family residence with a basement, on a substandard lot with regard to lot width in the R-1-S (Single Family Suburban Residential) zoning district and 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 also includes a detached accessory dwelling unit (ADU), which is a permitted use and not subject to discretionary review. (Staff Report #25-015-PC)

Associate Planner Fahteen Khan said staff had no additions to the staff report.

Dan Spiegel, project architect, spoke on behalf of the project.

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

Commission comments included appreciation for the design dynamics of the roof angles and channel glass, the restrained massing at the street view, the modest height, and conforming setbacks with an acknowledgement that a two foot deficit in lot width made the lot substandard.

ACTION: Motion and second (Ferrick/Silverstein) to adopt a resolution approving the item as submitted; passes 7-0.

Commissioner Ehrich said he would recuse himself from consideration of item F2 as his residence was within 500 feet of the subject property, and as it was the last public hearing on the agenda, he would not return to the meeting.

Commissioner Silverstein said his residence was within 1,000 feet of the subject property, but he would not recuse and noted that he had no financial interest in the item.

F2. Variance/Vahid Taslimatehrani/108 Blackburn Ave.:

Consider and adopt a resolution to approve a variance to reconstruct a non-conforming wall at a reduced setback of 5 feet where a 5.5-foot, left-side setback is required. The property was granted use permit approval on March 25, 2024 to remodel and add first- and second-story additions to an existing nonconforming single-story, single-family residence located on a substandard lot with regard to minimum lot width, depth and area in the R-1-U (Single Family Urban Residential) zoning district. Determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. (Staff Report #25-016-PC)

Planner Khan said staff had no additions to the staff report.

Vahid Taslimatehrani, property owner and applicant, spoke on behalf of the variance request.

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

ACTION: Motion and second (Ferrick/Silin) to adopt a resolution making the findings and approving the variance request; passes 6-0 with Commissioner Ehrich recused.

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: April 28, 2025

Planner Sandmeier said the April 28 agenda would have annual reviews of two development agreements: the Middle Plaza project at 500 El Camino Real and the Springline project at 1300 El Camino Real.

- Regular Meeting: May 5, 2025

H. Adjournment

Chair Schindler adjourned the meeting at 7:55 p.m.

Staff Liaison: Corinna Sandmeier, Principal Planner

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on April 28, 2025.



228 SAN MATEO DRIVE
CONDITIONAL USE PROPOSAL

04.14.2025



**PARCEL
INFORMATION**

GOOGLE EARTH

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



EXISTING SITE

GOOGLE EARTH

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025

ADDRESS: 228 SAN MATEO DR. MENLO PARK, CA 94025

APN: 071342100

ZONING: R-1-S

LOT SIZE: 13,923 SF

SETBACKS: 20' FRONT
20' REAR
10' SIDE

EASEMENT: 10'

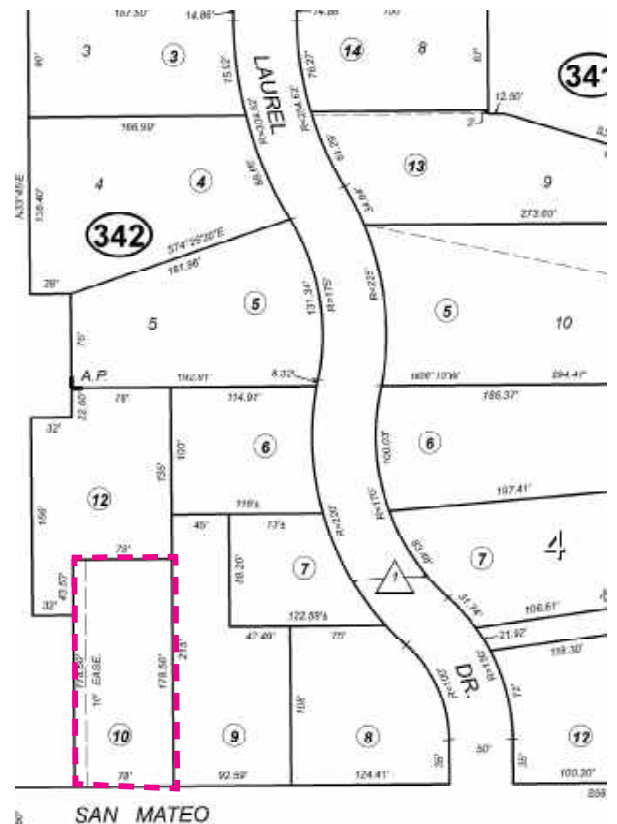
MAX BUILDING COV: 35% OR 4,873.1 SF

FLOOR AREA LIMIT: 4084.5 SF

MAX HEIGHT: 28'

DAYLIGHT PLANE: 2 STORY - 19'6" THEN 45 DEGREES TO MAX HEIGHT

ADU: (DETACHED) - 800SF
-4' REAR & SIDE SETBACK
-MAY EXCEED (FAL) BY 800 SF
-16' & EXEMPT FROM DAYLIGHT PLANE



PARCEL INFORMATION

ASSESSORS MAP

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



SUNSET MAGAZINE HEADQUARTERS, CLIFF MAY // MENLO PARK, CA

PRECEDENTS

228 SAN MATEO DRIVE
CONDITIONAL USE
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PRECEDENTS

228 SAN MATEO DRIVE
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ALLIED ARTS, GARDNER DAILEY // MENLO PARK,



GREGORY FARMHOUSE, WILLIAM WURSTER // SANTA CRUZ, CA

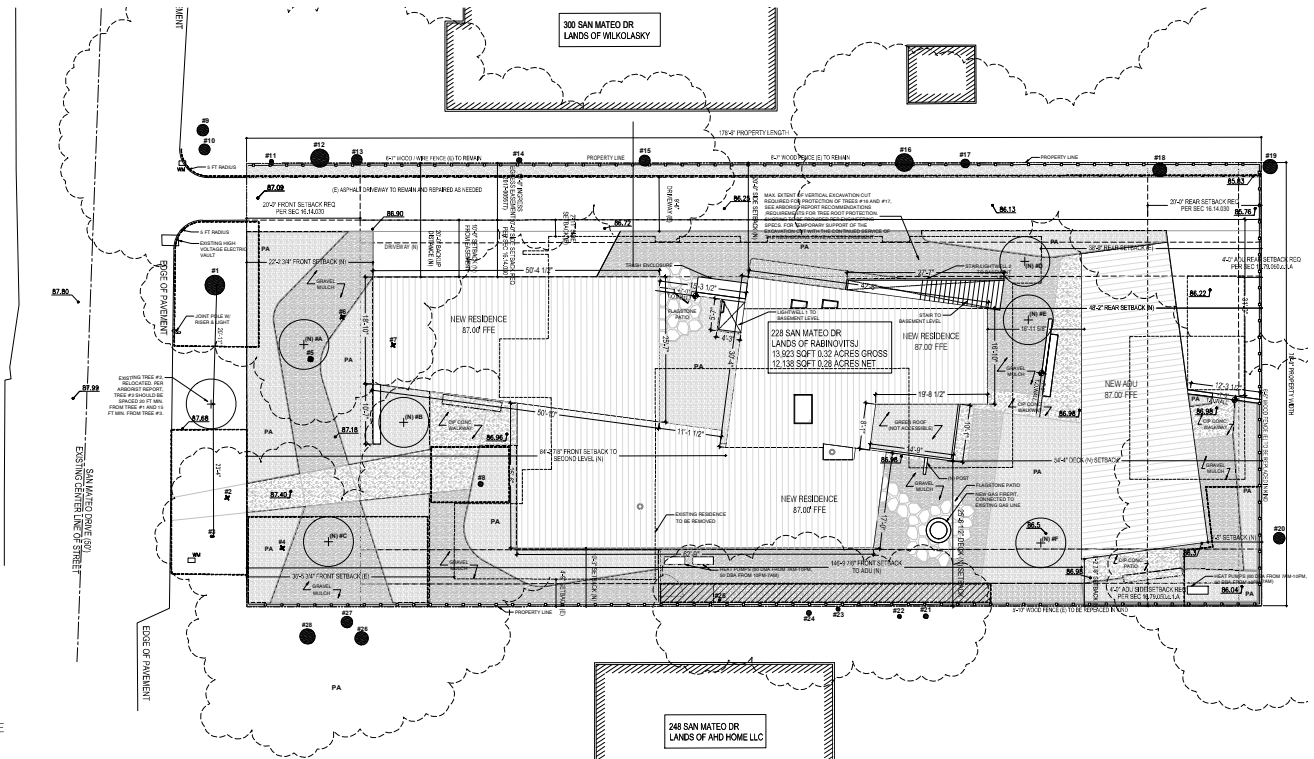
PRECEDENTS

228 SAN MATEO DRIVE
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SITE

SITE PLAN

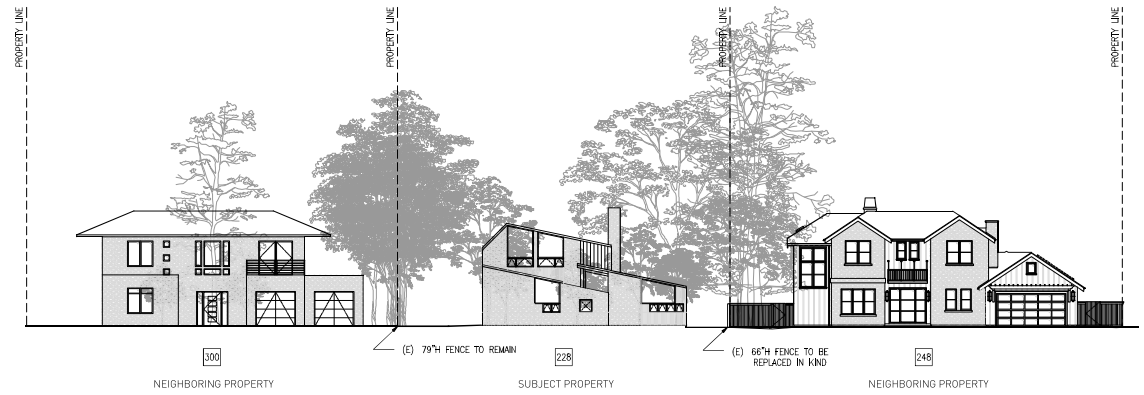
228 SAN MATEO DRIVE
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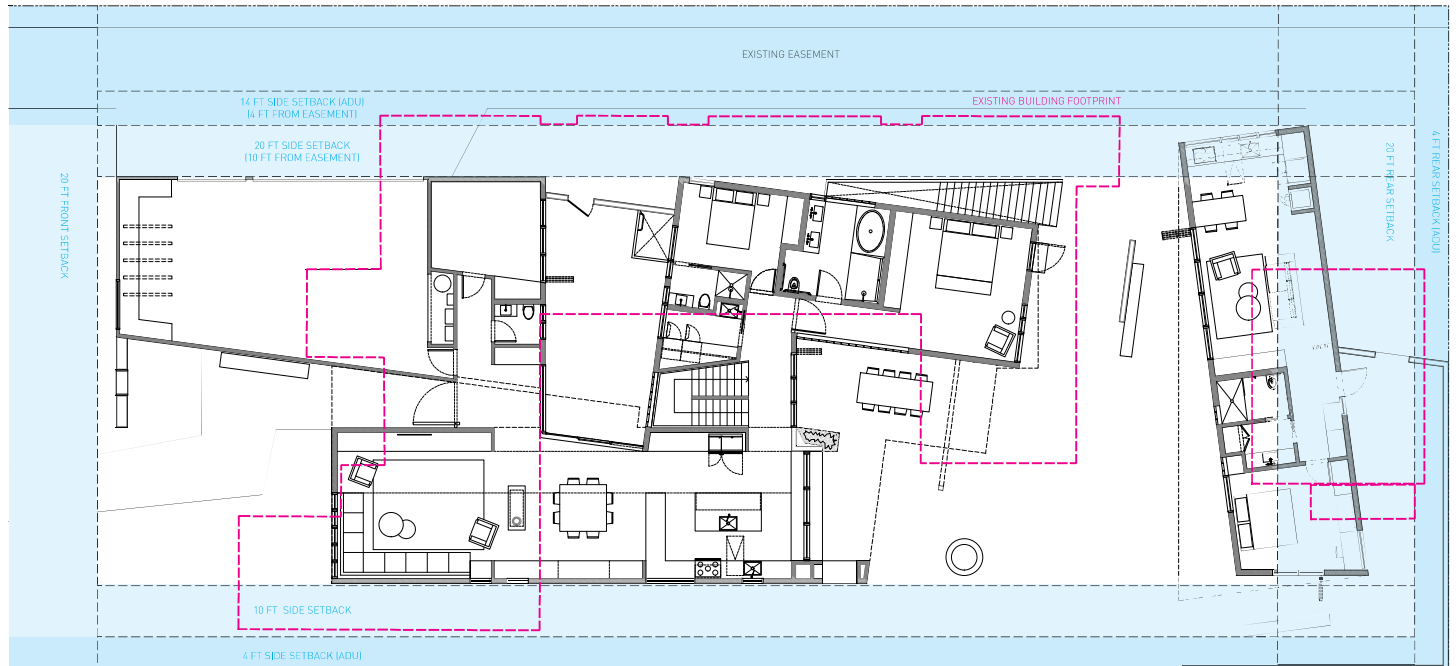
STREETSCAPE

ELEVATIONS

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



EXISTING + PROPOSED

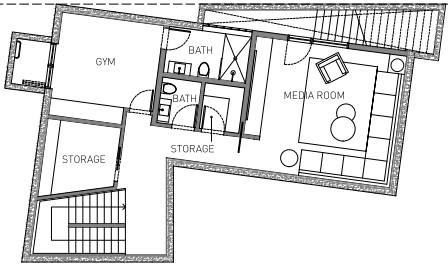


GROUND FL	2,261 SF
SECOND FL	838 SF
GARAGE	826 SF
HT > 12 FT	77 SF
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TOTAL (FAL)	4,002 SF
<hr/>	
BASEMENT	839 SF
ADU	800 SF
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TOTAL	5,641 SF

BASEMENT

FLOOR PLAN

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025

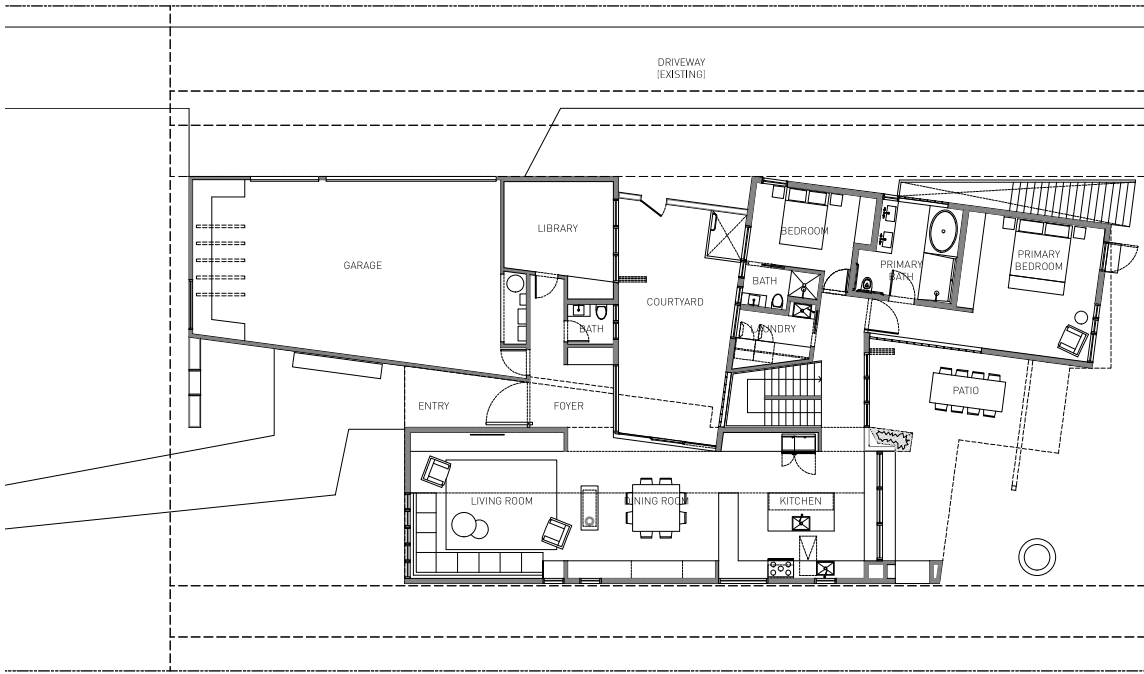


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FIRST FLOOR

FLOOR PLAN

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025

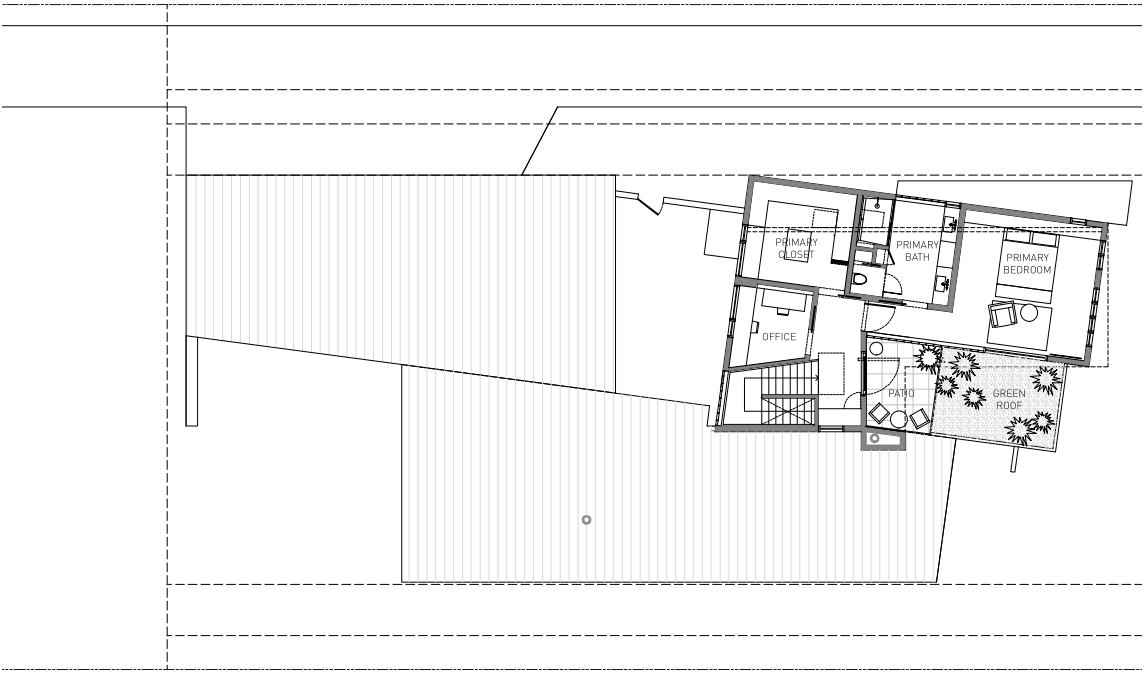


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SECOND FLOOR

FLOOR PLAN

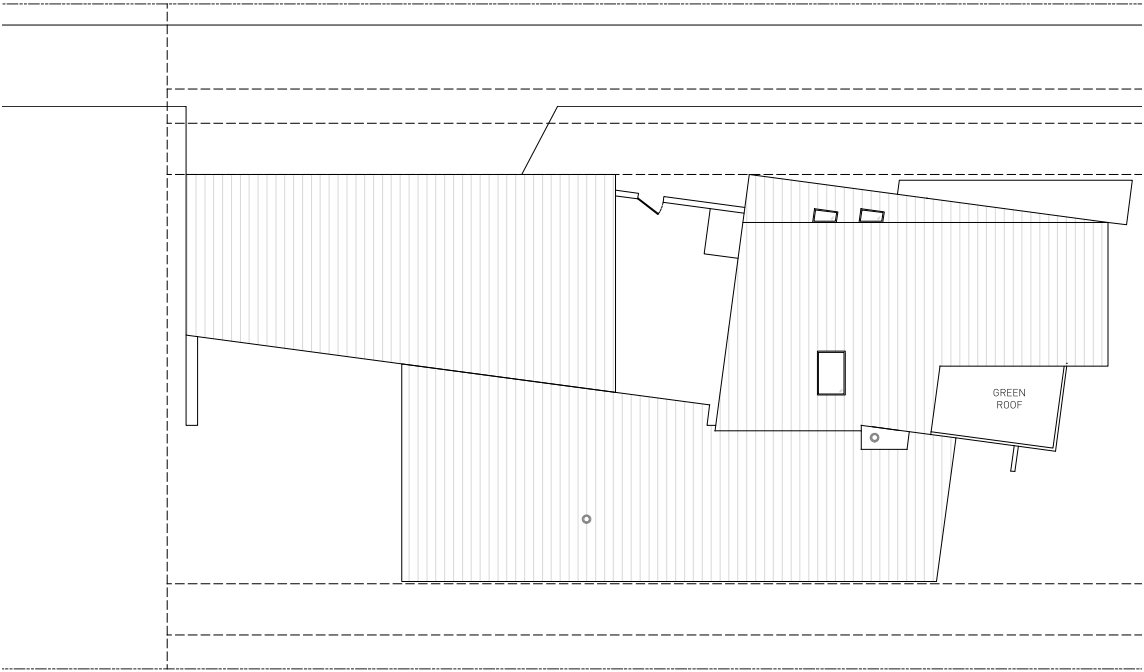
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ROOF

ROOF PLAN

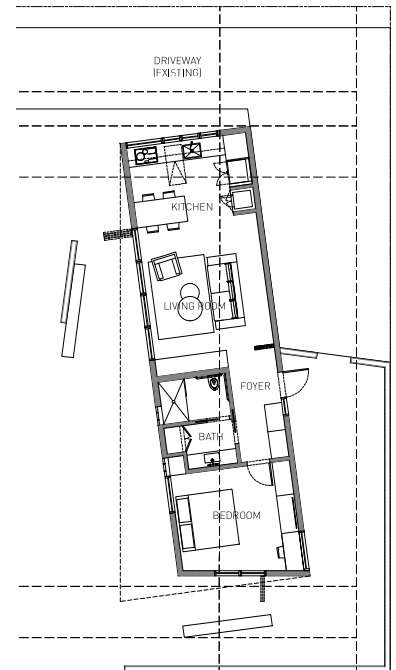
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APRIL 14, 2025



ADU

FLOOR PLAN

228 SAN MATEO DRIVE
CONDITIONAL USE
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STREET VIEW

EXTERIOR VIEWS

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



ENTRY

EXTERIOR VIEWS

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



SIDE VIEW

EXTERIOR VIEWS

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



SIDE VIEW

EXTERIOR VIEWS

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



BACKYARD

EXTERIOR VIEWS

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



INTERNAL COURTYARD

EXTERIOR VIEWS

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



DINING AND KITCHEN

INTERIOR VIEWS

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



PRIMARY BEDROOM

INTERIOR VIEWS

228 SAN MATEO DRIVE
CONDITIONAL USE
APRIL 14, 2025



ADU LIVING

INTERIOR VIEWS

228 SAN MATEO DRIVE
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