



REGULAR MEETING MINUTES

Date: 11/3/2025
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

Vice Chair Ross Silverstein called the meeting to order at 7:01 p.m.

B. Roll Call

Present: Ross Silverstein (Vice Chair), Linh Dan Do, Katie Ferrick, Jennifer Schindler, Misha Silin

Absent: Andrew Ehrich (Chair), Katie Behroozi

Staff: Calvin Chan, Senior Planner; Kyle Perata, Assistant Community Development Director; Monika Roy, Planning Technician

C. Reports and Announcements

Assistant Community Development Director Kyle Perata said the City Council at its November 4, 2025 meeting would consider filing the certification of sufficiency of the petition entitled Downtown Parking Plazas Ordinance Initiative and also a determination of action pursuant to the Elections Code regarding the Downtown Parking Plazas Ordinance.

Commissioner Schindler highlighted a book about the causes of the housing crisis and offered a loan of copies to Commissioners who were interested.

D. Public Comment

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

E. Consent Calendar

E1. Approval of minutes from the October 20, 2025 Planning Commission meeting (Attachment)

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

ACTION: Motion and second (Ferrick/Do) to approve the Consent Calendar consisting of the minutes from the October 20, 2025 Planning Commission meeting; passes 5-0 with Commissioners Behroozi and Ehrich absent.

F. Public Hearing Items

F1. Use Permit/Anthony Ho/835 Arbor Rd.:

Consider and adopt a resolution to approve a use permit to construct exterior and interior modifications and additions, including a basement and second story, to an existing nonconforming single-story residence located on a substandard lot with regard to lot width and area in the R-1-S (Single Family Suburban Residential) zoning district at 835 Arbor Road. The proposal includes use permit requests for excavation within a side setback as part of the new basement and for the proposed work to exceed 50 percent of the replacement value of the existing nonconforming structure over a 12-month period. The proposal would exceed 50 percent of the existing floor area and is considered equivalent to a new structure. Determine this action is categorically exempt under CEQA Guidelines Section 15301, Class 1 exemption for existing facilities. (Staff report #25-050-PC)

Senior Planner Calvin Chan said staff had no updates to the published report.

Bryan Shephard, property owner, spoke on behalf of the project.

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

Commission comment included acknowledgment of existing conditions, the retaining of the first floor footprint and the more than required setback of the second floor.

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

G. Regular Business

G1. Review of draft 2025 Planning Commission meeting dates. Not a CEQA project. (Staff report #25-051-PC).

Mr. Perata noted that the title should have been “2026” no “2025.”

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

Commissioners noted that April 6 would be spring break for Menlo Park schools and could be problematic for them and the public. Commissioner Schindler said she would not be able to attend the proposed January 26th meeting.

H. Informational Items

H1. Future Planning Commission Meeting Schedule

- Regular Meeting: November 17, 2025

Mr. Perata said the November 17 agenda would have a study session for the Menlo Park Fire Protection District’s proposed redevelopment of Fire Station 1 at 300 Middlefield Road including some temporary facilities at their administrative offices at 114 Santa Margarita.

- Regular Meeting: December 1, 2025

I. Adjournment

Vice Chair Silverstein adjourned the meeting at 7:26 p.m.

Staff Liaison: Kyle Perata, Assistant Community Development Director

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on December 1, 2025