



REGULAR MEETING MINUTES

Date: 12/1/2025
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 Andrew Ehrich called the meeting to order at 7:01 p.m.

B. Roll Call

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

Staff: Matthew Ball, Assistant Planner; Matt Pruter, Associate Planner; Monica Roy, Planning Technician; Corinna Sandmeier, Principal Planner; Brian Toy, Associate Planner

C. Reports and Announcements

Principal Planner Sandmeier said City Council at its December 2, 2025 meeting would receive the Elections Code section 9212 report regarding the proposed initiative measure entitled “Downtown Parking Plazas Ordinance Initiative” and would determine an action pursuant to Election Code.

D. Public Comment

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

E. Consent Calendar

E1. Approval of minutes from the November 3, 2025 Planning Commission meeting (Attachment)

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

ACTION: Motion and second (Do/Ferrick) to approve the consent calendar as submitted; passes 7-0.

F. Public Hearing Items

F1. Use Permit/ Marco Buro/253 Marmona Dr.:

Consider and adopt a resolution to approve a use permit to determine the floor area limit for a parcel that is less than 5,000 square feet and to construct an addition and conduct interior modifications to an existing nonconforming single-story, single-family residence on a substandard lot in the R-1-U (Single Family Urban Residential) zoning district. Determine this action is

categorically exempt under CEQA Guidelines Section 15301, Class 1 exemption for existing facilities. (Staff report #25-053-PC)

Assistant Planner Ball said staff had no updates to the written report.

Vice Chair Silverstein said his residence was within the 500-foot radius of the subject property, but as he rented this item would not materially affect him, so he was not recusing himself. Chair Ehrich said his rental residence was within 1000 feet of the subject property and similarly would not recuse himself.

Chair Ehrich opened the public hearing.

Two public commenters.

- Michael Whitelock expressed support for the project and noted that a neighbor, Sandy Prasad, also provided positive feedback.
- Daniel Fowler expressed his support for the project.

Chair Ehrich closed the public hearing.

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

- F2. Use Permit and Variance/Honomobo/1917 Euclid Ave.:
- Consider and adopt a resolution to approve a use permit to demolish an existing single-family single-story residence and build a new single-family two-story residence on a substandard lot with regard to lot width and lot area in the R-3 (Apartment) zoning district. The proposal includes a request for a variance for the new residence to encroach into the required 20-foot separation between main buildings located on adjacent lots. The proposal also includes the conversion of an existing accessory building to a detached accessory dwelling unit (ADU), which is a permitted use and not subject to discretionary review. Determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. (Staff report #25-054-PC)

Associate Planner Toy said staff had no additions to the written report.

Will Colford, project manager, spoke on behalf of the project.

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

Commission comment included references to greater density on R-3 lots in other cities and a request to review the required 20-foot separation between main buildings on adjacent lots in the R-3 district when the zoning is next reviewed.

ACTION: Motion and second (Behroozi/Schindler) to adopt a resolution to approve the item as submitted; passes 7-0.

- F3. Use Permit/ Ali Fahmy/1015 Henderson Ave.:
Consider and adopt a resolution to approve a use permit to demolish an existing single-story residence to construct a new two-story, single-family residence on a substandard lot with regard to minimum lot width and area in the R-1-U (Single Family Urban Residential) zoning district. The proposal also includes an attached accessory dwelling unit (ADU), which is a permitted use and not subject to discretionary review. Determine this action is categorically exempt under CEQA Guidelines Section 15303's Class 3 exemption for new construction or conversion of small structures. (Staff report #25-055-PC)

Associate Planner Pruter said three public comment letters were received post-publication of the staff report, two of which expressed concerns with the project and one of which supported the project.

Ali Fahmy, architect, spoke on behalf of the project.

Chair Ehrich opened the public hearing.

- Russell Dember expressed concerns about potential privacy impacts from the ADU windows on the second floor.

Chair Ehrich closed the public hearing.

Commission comment included concern about privacy impacts with the note that the ADU could not have conditions of approval attached to it, some concern with the scale of the massing, and support for maintaining heritage trees and biodiversity and adding housing units.

ACTION: Motion and second (Schindler/Behroozi) to adopt a resolution to approve the item as submitted; passes 6-1 with Commissioner Ferrick opposed.

- F4. Use Permit Revision and Architectural Control Revision/Lindsay Burke/2400-2450 Sand Hill Rd.:
Consider and adopt a resolution to approve a use permit revision and architectural control revision for modifications to two existing office buildings located within the C-1-C (Administrative, Professional, and Research District, Restrictive) zoning district. The modifications include a second-story bridge between the 2400 and 2450 buildings, which would result in an increase in gross floor area, new security turnstiles, new fencing, and various landscape and courtyard feature changes. Determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. (Staff report #25-056-PC)

Planner Pruter noted an additional public comment that had been shared with the Commission and was available to the public from the San Francisco Public Utilities Commission (SFPUC). The SFPUC pointed out its 80-foot wide easement along Sharon Park Drive. Planner Pruter said it also intruded minimally into the subject property but was not near the proposed work.

Harland Patajo, Senior Project Manager with Revel Architecture and Design, spoke on behalf of the project.

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

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

G. Informational Items

G1. Future Planning Commission Meeting Schedule

- Regular Meeting: December 15, 2025

Planner Sandmeier said a study session on updates to the ADU ordinance would be on the December 15 agenda.

Commissioner Do said she would not be able to attend the December 15 meeting.

Chair Ehrich said July email correspondence between him and Community Development and Planning staff said they planned to bring modifications to the zoning code for substandard single-family lots along with modifications to the City's ADU and SB9 ordinances. He said with the proposed ADU ordinance modifications for the December 15 agenda that he asked about updates for substandard single-family lots and was told it would make more sense to consider them alongside modifications to the SB9 ordinance and that a study session on SB9 was planned for the first quarter of 2026.

- Regular Meeting: January 12, 2026

H. Adjournment

Chair Ehrich adjourned the meeting at 9:00 p.m.

Staff Liaison: Corinna Sandmeier, Principal Planner

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on January 12, 2026



City of Menlo Park
Design Review Commission
Presentation
December, 1 2025



Omran-Fayed Residence
Menlo Park, 1015 Henderson Avenue
Lily Omran and Asser Fayed

STREET VIEW



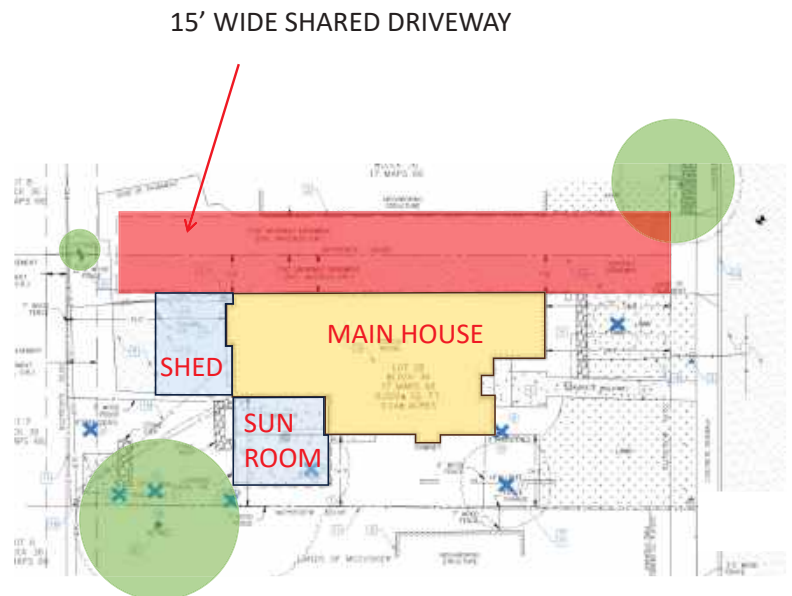
SUBJECT PROPERTY

EXISTING PHOTOS



Existing Building Siting

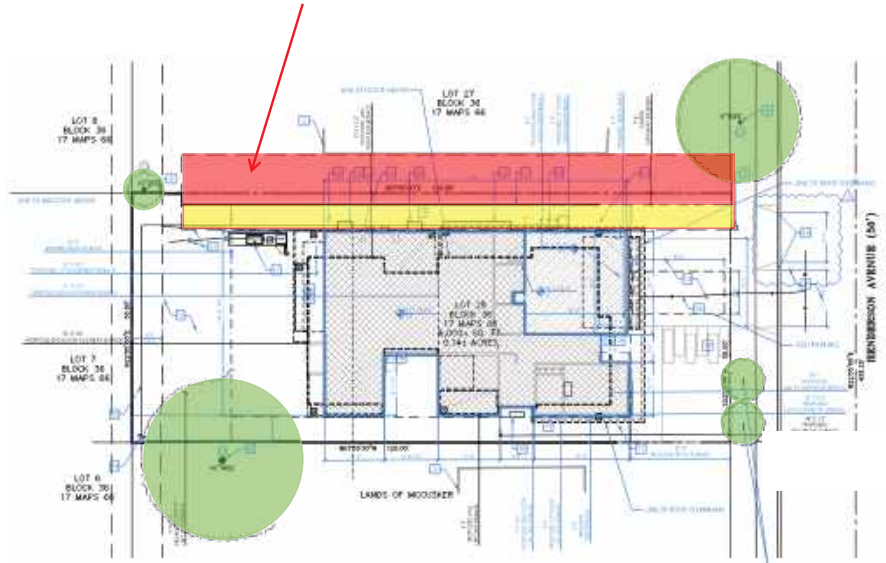
- Lot Area:
- Existing 1st Floor including garage: **1,451.13** sf.
- Existing sun room: 138.15 sf.
- Existing rear shed: 294.0 sf.
- Existing covered porch: 11.51 sf.
- Total FAR= **1,589.28** sf.
- Total Coverage = 1,904.79 sf.



Proposed Building Siting

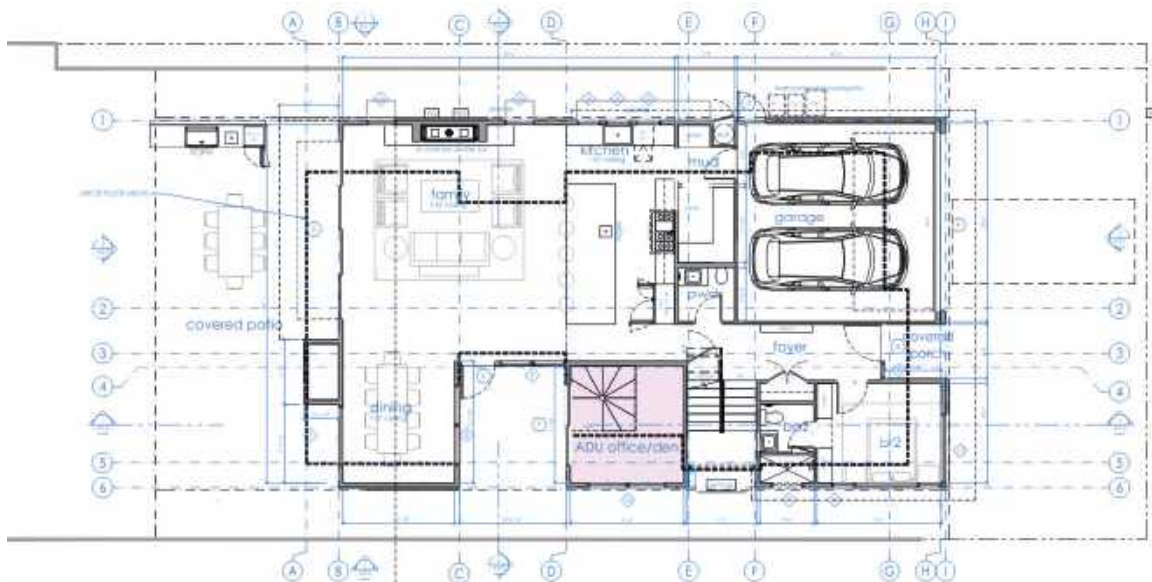
- Lot Area: 6,000 sf.
- 1st Floor Main House: 1,955.06 sf.
- 2nd Floor Main House: 844.93 sf.
- Covered Areas: 39.15 sf.
- ADU 1st Floor: 156.72 sf.
- ADU 2nd Floor: 634.81 sf.
- Total ADU: **791.53 sf.** < 2,800 sf.
- Total FAR: **2,799.99 sf.** < 2,800 sf.
- Total Coverage: **1,994.21 sf.** < 2,100 sf.

NEIGHBOR AGREED TO REDUCE THEIR DRIVEWAY TO BE 10' SO THAT THERE WON'T BE A DRIVEWAY EASEMENT ON THIS PROPERTY



	REQUIRED SETBACKS	PROPOSED SETBACKS
FRONT	20'-0"	20'-3 1/2"
LEFT	5'-0"	5'-3"
RIGHT	5'-0"	5'-3"
REAR	20'-0"	61'-4 1/2"

Proposed 1st Floor Plan



Proposed 2nd Floor Plan



Massing



Massing



Front



Left Side

Massing






Rear



Right

Elevation Grid Lines

- Proposed floor 1 plate height is 9'-0"
- Proposed second floor plate height is 9'-0"
- Proposed ADU plate height is '10-0"
- Proposed building height is 27'-9"
- Max building height is 28'-0"

	Max building height
	Proposed building height
	2 nd story plate height
	1 st story plate height



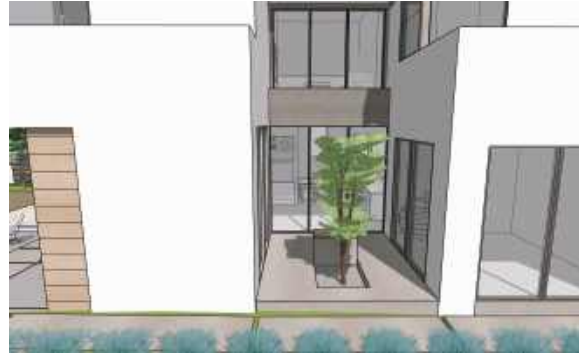
Colors & Materials



Renders



Renders



Renders



Neighborhood Outreach

BACKGROUND

The project site is located at 1015 Henderson Avenue in Menlo Park. The surrounding neighborhood does not follow a single predominant architectural style, although traditional forms are common. The existing home is a one-story structure with no architectural significance.

The property is a 6,000-square-foot lot with a rectangular shape (50'W X 120'D) and currently includes a shared driveway easement with the neighboring parcel. The adjacent neighbor has formally abandoned 5 feet of that easement on the subject lot.

PROPOSAL

The purpose of this application is to request a Use Permit for the demolition of the existing residence and the construction of a new two-story single-family home with an attached accessory dwelling unit (ADU). The ADU spans both floors but includes a separate entrance and dedicated interior staircase, maintaining independence from the main residence.

The proposed main residence consists of 4 bedrooms and 3.5 bathrooms, with a total of 2,372.27 square feet of living space and a 427.72 -square-foot two-car garage. The attached ADU includes 1 bedroom and 1 bathroom, totaling 799.88 square feet. Both the proposed floor area and lot coverage comply with current zoning requirements.

The adjacent neighbor at 1017 Henderson Avenue shares a 15-foot-wide driveway easement (7.5 feet on each parcel) with the subject property. The

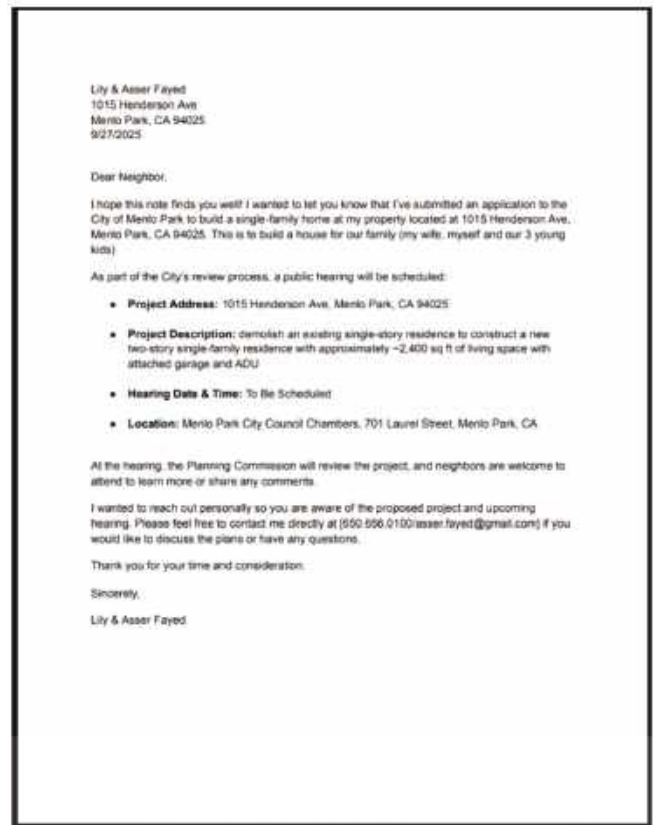
neighbor has formally abandoned 5 feet of the easement on the subject lot. A legal description and plat have been recorded with the County.

The architectural style of the proposed home is contemporary modern, featuring a balanced and restrained massing approach to reduce visual impact along the streetscape. The design incorporates natural materials such as stone and wood siding, complemented by white stucco, to create a warm and timeless exterior.

Thank you for your time and Please let us know if you have any questions or need any additional information.

Neighborhood Outreach

On Sep 28th the owner stopped by and met with the some of the neighbors over the past couple of days to share with them my plan for building 2 stories house, discuss any comments they have and give them heads up about the upcoming public hearing. He met with neighbors at 1017, 1013, 1014, 1031, and 1030 who were very supportive and didn't have any concerns. He also dropped mail at houses on back at 1024 and 1028 Berkeley street.



Neighborhood Outreach Map

Comments were received from 1011:

1. Privacy Concerns over 2nd floor Windows.
2. Heritage Tree Protection
3. Construction Noise.

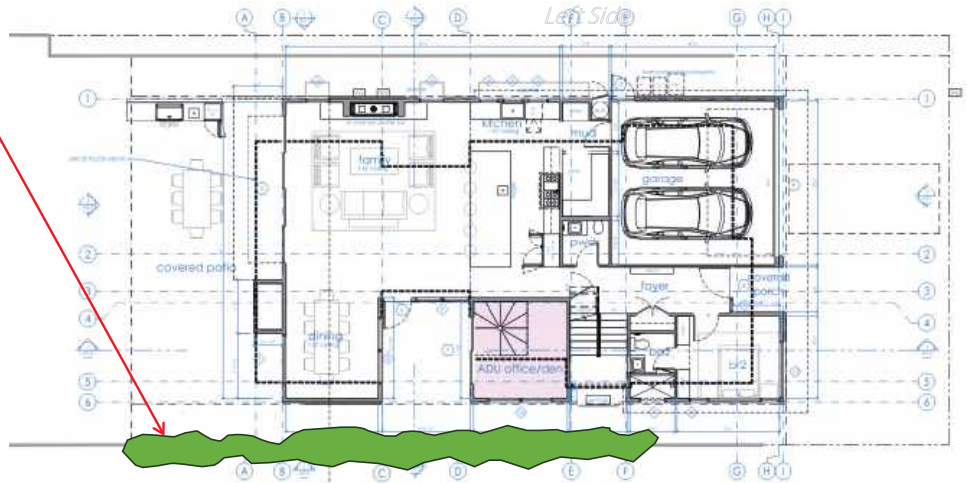
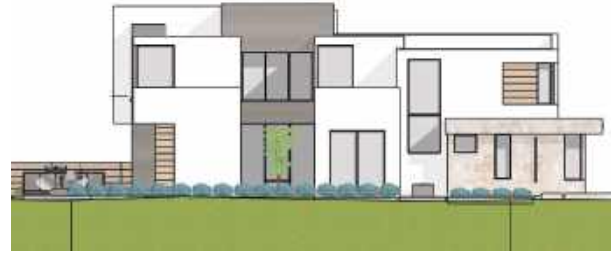


1011 Comments

1. Privacy Concerns over 2nd floor Windows.

The neighbor suggested and the owner agreed to fast growing tall screening between the two properties.

Additionally, the owner confirmed the installation of blinds.

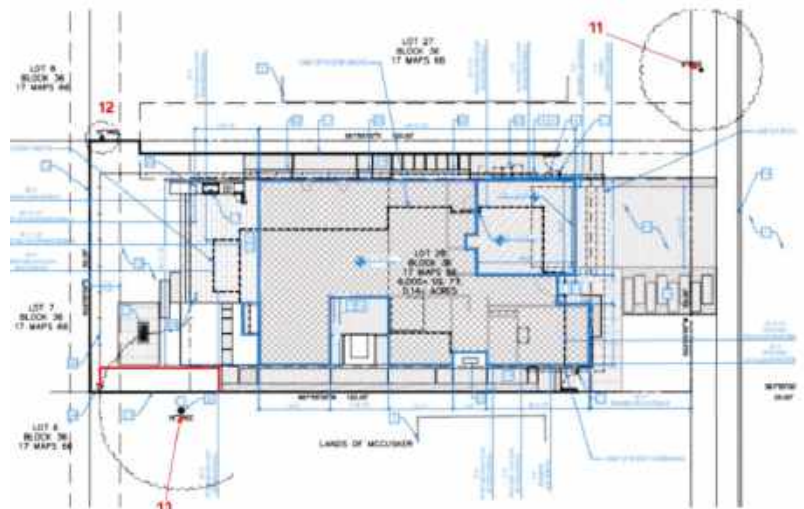


1011 Comments

2. Heritage Tree Protection

The neighbors requested having certified arborist on board and ensuring the protection of the heritage trees.

We already have arborist on board and the owner agreed to follow all protection measures and coordination with the neighbor.



1011 Comments

3. Construction Noise.

The owners will ensure following all city ordinance for construction hours and will do any necessary coordination with the neighbors.

4. Design (materials/ colors) of shared fence.

The owner agreed to involve the neighbors in the selection of materials and colors of the shared fence.

Thank you!

