



REGULAR MEETING MINUTES

Date: 3/9/2026
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 7:00 p.m.

B. Roll Call

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

Absent: Andrew Ehrich (Chair)

Staff: Matthew Ball, Assistant Planner; Calvin Chan, Senior Planner; Monica Roy, Planning Technician; Corinna Sandmeier, Principal Planner

C. Reports and Announcements

Principal Planner Sandmeier said the City Council at its March 10th meeting would hold a study session on the Slow Streets Program and its implementation process.

Commissioner Schindler reported on feedback she had received from City staff including the City Attorney regarding whether the Planning Commission, individually or as a whole, could take positions on local ballot measures; and if so, what would be the process for doing so, and noted an email response from Community Development Director Chow shared with members of the Planning Commission.

Vice Chair Silverstein said he and Chair Ehrich had been communicating with staff regarding the City's interpretation of AB 2097 and staff had agreed to look into it further.

D. Public Comment

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

E. Consent Calendar

None

F. Public Hearing Item

- F1. Use Permit/Thomas James Homes/365 Arden Rd.:
Consider and adopt a resolution to approve a use permit to demolish an existing single-story, single-family residence to construct a new two-story, single-family residence with an attached

garage on a substandard lot with regard to minimum lot area and lot width in the R-1-S (FG) Single Family Suburban Residential (Felton Gables) zoning district at 365 Arden Rd., 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 project includes an attached accessory dwelling unit (ADU), which is a permitted use and not subject to discretionary review. (Staff report #26-003-PC)

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

Hannah Chu, Thomas James Homes, spoke on behalf of the project.

Vice Chair Silverstein opened the public hearing.

Public Comment:

- Bob Ryder, a neighbor, expressed his concern about privacy with the windows being placed along the staircase.

Vice Chair Silverstein closed the public hearing.

Commissioner Ferrick said regarding the neighbor's concern that the privacy screening of the landscape plan seemed excellent. She asked about the potential for partial frosting of the windows.

Ms. Chu said they would prefer not to frost windows 6 and 7 as they would bring light into the home and as the stairwell landing was not a high-traffic place and with the 23 feet of setback and landscape screening they believed privacy would be maintained.

Commission discussion ensued about the windows and generally there was consensus that they would not impact privacy due to the setback and landscape screening.

ACTION: Motion and second (Silverstein/Schindler) to adopt a resolution approving the item as submitted; passes 6-0 with Commissioner Ehrich absent.

- F2. Use Permit Revision/Atria Health and Research Institute/333 Middlefield Rd.:
Consider and adopt a resolution to approve a use permit revision to operate a medical office at an existing commercial office building that is substandard with regard to the minimum parking requirement in the C-1 (Administrative and Professional, Restrictive) zoning district at 333 Middlefield Road, and determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. (Staff report #26-004-PC)

Senior Planner Chan said staff had no additions to the written report.

Seema Otoy, Head of West Coast Expansion for Atria Health and Research Institute, 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 support for the use permit revision and appreciation for new employment and medical service opportunities in the city. Commission comment also included

highlighting ongoing/upcoming development projects in the area and encouragement for the applicant and staff to coordinate with project representatives to minimize potential community disturbances.

ACTION: Motion and second (Schindler/Behroozi) to adopt a resolution approving the item as submitted; passes 6-0 with Commissioner Ehrich absent.

G. Public Meeting Item

- G1. 2025 General Plan Annual Progress Report/City of Menlo Park:
Consider and adopt a resolution recommending the City Council accept the 2025 General Plan Annual Progress Report, including progress implementing the Housing Element and Environmental Justice Element; the General Plan Annual Progress Report is not considered a project under CEQA. ***Continue to the meeting of March 23, 2026***

ACTION: Motion and second (Silverstein/Schindler) to continue the item at the request of staff to the March 23, 2026 meeting; passes 6-0 with Commissioner Ehrich absent.

H. Informational Items

- H1. Future Planning Commission Meeting Schedule

- Regular Meeting: March 23, 2026

Planner Sandmeier said the March 23rd agenda would have an architectural control application for 1215 El Camino Real, a single-family home project and the General Plan Annual Progress Report.

- Regular Meeting: April 13, 2026

Planner Sandmeier said staff aims to bring the ADU Ordinance update to the April 13th meeting.

Planner Sandmeier said in April staff also plans to schedule a study session on updates to the SB 9 ordinance and a study session on substandard lots in single-family districts.

I. Adjournment

Vice Chair Silverstein adjourned the meeting at 7:46 p.m.

Staff Liaison: Corinna Sandmeier, Principal Planner

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on March 23, 2026