



REGULAR MEETING MINUTES

Date: 6/8/2026
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

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

Chair Silverstein said he would call items H1 and H2 before Item G1. He said he would open Items F, then H, and then G.

B. Roll Call

Present: Ross Silverstein (Chair), Katie Behroozi (Vice Chair), Katie Ferrick, Andrew Ehrich, Nancy Larocca Hedley, Jennifer Schindler, Misha Silin

Staff: Matthew Ball, Assistant Planner; Calvin Chan, Senior Planner; Matt Pruter, Associate Planner; Corinna Sandmeier, Principal Planner; Marian Sleiman, City Attorney's Office

C. Reports and Announcements

Principal Planner Sandmeier reported that the City Council at its next scheduled meeting would have a second reading of the ADU ordinance, public hearings on the proposed FY 2026-2027 Budget and Capital Improvement Plan and on the 68 Willow Road subdivision.

D. Public Comment

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

E. Consent Calendar

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

- E1. Approval of minutes from the April 27, 2026 Planning Commission meeting (Attachment)
- E2. Approval of court reporter transcript and minutes from the May 4, 2026 Planning Commission meeting (Attachment)
- E3. Approval of minutes from the May 18, 2026 Planning Commission meeting (Attachment)

ACTION: Commissioners voted to approve the Consent Calendar (6-0) with Commissioner Hedley abstaining.

F. Public Hearing Items (part 1)

F1. Use Permit/Daniel Warren/1024 Sevier Ave.:

Consider and adopt a resolution to approve a use permit to add a second floor, as well as conduct interior modifications, to a single-family residence that would exceed 50 percent of the replacement value of the existing nonconforming structure in a 12-month period. The proposal would also exceed 50 percent of the existing floor area and is considered equivalent to a new structure. The subject parcel is located on a substandard lot with regard to minimum lot area and minimum lot width in the R-1-U (Single-Family Urban) zoning district.

Continue to a future meeting

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

ACTION: Motion and second (Silverstein/Behroozi) to continue the item to a future meeting; passes 7-0.

F2. Use Permit/Anuj Suri/763 College Ave.:

Consider and adopt a resolution to approve a use permit to demolish an existing single-story, single-family residence and detached garage and construct a new two-story, single-family residence with attached garage on a substandard lot with regard to width in the R-1-U (Single Family Suburban) zoning district. The project would include an accessory dwelling unit (ADU), which is a permitted use 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 #26-021-PC)

Planner Ball said one public comment had been received after publication of the staff report.

Commissioner Silin said his residence was located within 500 feet of the subject property and he would recuse himself from consideration of the item.

Chair Silverstein opened the public hearing.

Public Comment:

- Tracy Van Ligten expressed concern about potential basement construction impacts to the Coast Redwood tree that straddles the property line between 763 College and 805 College Avenue and potential damage to her home and expressed support for removal of the tree.

Chair Silverstein closed the public hearing.

Commissioner Ehrich asked if 25 percent impact to a heritage tree is unique to the project. Planner Sandmeier said it was not and there were numerous protection measures required in the arborist's report.

Replying to Vice Chair Behroozi, Planner Ball said the applicant's arborist and the City's Arborist would do inspections throughout the project construction.

Replying to Commissioner Schindler, Planner Ball said the street tree would remain and the driveway would not be widened. Replying further to Commissioner Behroozi, Planner Ball said the project would provide two off street parking spaces and being located within .5-mile of the Caltrain Station did not have a minimum parking requirement.

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

Chair Silverstein said he would now open H1 before G1.

H. Public Hearing Item (part 2)

- H1. Use Permit Revision/Jennifer Bohnen/2245 Avy Ave.:
Consider and adopt a resolution to approve a use permit revision to amend the use permit for an existing school within the P-F (Public Facilities) zoning district. The requested changes include expanding the enrollment age for the summer program to include students three and four years in age without changing the total enrollment number, increasing the maximum allowable number of year-round staff from 68 to 73 employees, and modifying the allowable events on site to reduce meetings of the board of trustees from 12 to six annually and hold a fall fair and winter concert. The most recent use permit approval was in 2019. Determine this action is categorically exempt under CEQA Guidelines Section 15314's Class 14 exemption for minor additions to schools. (Staff report #26-023-PC)

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

Jenn Bohnen, Head of Philips Brooks School, spoke on behalf of the project.

Replying to Commissioner Schindler, Planner Pruter said onsite signage was the responsibility of the applicant and school and road signage requirements were met collaboratively between the City and the school.

Replying to Commissioner Silin, Ms. Bohnen said in the neighborhood meetings concern with traffic in general was raised noting the proximity of the school to Sand Hill Road and other schools in the area.

Chair Silverstein 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 presented; passes 7-0.

- H2. Development Agreement Annual Review/Stanford University/500 El Camino Real (Middle Plaza at 500 El Camino Real Project):
Review of the property owner's good faith compliance with the terms of the Development Agreement for the period of April 2025 to March 2026 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 #26-024-PC)

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

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

Commission comment focused on the Middle Avenue crossing funding, community events in the site's plaza, and the status of the BMR (Below Market Rate) unit waitlist.

ACTION: Motion and second (Silin/Hedley) making a determination that the property owner was demonstrating good faith compliance with the terms of the Development Agreement for the period of April 2025 to March 2026.

G. Study Session Item

G1. Senate Bill 9 (SB 9) Ordinance Update/Zoning Ordinance and Subdivision Ordinance Amendments/City of Menlo Park:

Consider and provide feedback on potential amendments to the City's regulations for urban lot splits and two unit housing developments (Chapters 15.31 and 16.77 of the Municipal Code) for compliance with state law (Senate Bills 9 and 450), and potential options to streamline the development review process in single-family zones. *Continued from the meeting of April 27, 2026* (Staff report #26-022-PC)

Planner Chan provided an update to the staff report to note the provision of a Single-Family Zoned Parcels Overview document prepared at the request of a Commissioner.

Planner Chan provided a presentation for the Senate Bill 9 (SB 9) Ordinance Update and Single-Family Development Study Session.

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

Commissioners asked staff clarifying questions and studied the potential amendments to the City's regulations for compliance with state law (Senate Bills 9 and 450) and potential options to streamline the development review process in single-family zones.

Chair Silverstein recessed the meeting at 10:10 p.m. for a short break.

Chair Silverstein reconvened the meeting.

Chair Silverstein presented research he prepared on potentially substandard single-family zone parcels in the City, herein attached. This research was independently conducted without staff review or verification.

Chair Silverstein conducted a straw poll (unofficial vote) for various study session items to gauge group support and summarize feedback:

- Commissioners unanimously supported the removal of inconsistent SB 9 standards as they were unenforceable and supported the overall SB 9 Ordinance Update effort.

ACTION: Motion and second (Silverstein/Ehrich) to extend the meeting to 11:15 p.m.; passes 6-0.

(Straw poll continued)

- Commissioners unanimously supported the removal of use permit requirements for substandard lots through a separate process from the SB 9 Ordinance Update.
- Commissioners unanimously supported floor area limit (FAL) establishment for lots less than 5,000 square feet in area through a separate process from the SB 9 Ordinance Update.
- A majority of Commissioners supported the exploration of objective residential design standards through a separate process from the SB 9 Ordinance Update; with desirable standards narrowly focused on common topics discussed through the use permit process such as privacy, screening, and massing (daylight plane).
- A majority of Commissioners supported the notion of providing increased FAL for all SB 9 projects whether with or without an urban lot split.
- A majority of Commissioners supported the notion of providing increased FAL for SB 9 projects that included both an urban lot split and the development of at least two primary dwelling units.
- A majority of Commissioners supported FAL establishment for lots less than 5,000 square feet in area through a scaled formula akin to the FAL establishment for larger-sized lots in certain single-family zones.
- A majority of Commissioners supported the notion of pursuing the removal of use permit requirements for substandard lots and FAL establishment for lots less than 5,000 square feet in area through a parallel path, decoupled from and not as a prerequisite, to exploring development of objective residential design standards.

I. Informational Items

I1. Future Planning Commission Meeting Schedule

- Regular Meeting: June 22, 2026

Planner Sandmeier said the June 22nd agenda would have two single-family development use permits and a small multi-family development.

- Regular Meeting: July 13, 2026

J. Adjournment

Chair Silverstein adjourned the meeting at 11:11 p.m.

Staff Liaison: Corinna Sandmeier

Recording Secretary: Brenda Bennett

Approved by the Planning Commission on June 22, 2026.