



REGULAR MEETING MINUTES

Date: 7/13/2026
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 Silverstein called the meeting to order at 7:00 p.m.

B. Roll Call

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

Absent: Misha Silin

Staff: Matthew Ball, Assistant Planner; Calvin Chan, Senior Planner; Jacob Garcia, Contract Planner; Monica Roy, Planning Technician; Corinna Sandmeier, Principal Planner; Mariam Sleiman, City Attorney's Office

C. Reports and Announcements

Planner Sandmeier said the City Council at its July 14, 2026 meeting would consider an appeal of the Planning Commission's approval of the use permit and associated variances for 305 Haight Street and that the City Council agenda also includes an informational item on the Housing Element Regional Housing Needs Allocation capacity and progress and tentative project schedule for development on parking plazas.

Commissioner Schindler reported on a book she read recently on affordable housing development called Bittersweet Lane: Creating Home(s) in the American Affordable Housing Crisis by Jamie Madden. She also commented on the upcoming City Council item regarding the Regional Housing Needs Allocation capacity and progress.

D. Public Comment

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

E. Consent Calendar

E1. Approval of minutes from the June 22, 2026 Planning Commission meeting (Attachment)

Chair Silverstein opened public comment and closed it as no persons requested to speak.
ACTION: 5-0, with Commissioner Silin absent and Chair Silverstein abstaining.

F. Public Hearing Items

- F1. Use Permit/Daniel Warren/1024 Sevier Ave.:
Consider and adopt a resolution to approve a use permit for interior modifications and first and second story additions to a single-family residence that would exceed 50% of the replacement value of the existing nonconforming structure in a 12-month period. The proposal also requires use permit approval for a two-story residence that exceeds 50% of the existing floor area on a substandard lot with regard to minimum lot area and minimum lot width in the R-1-U (Single-Family Urban Residential) zoning district, at 1024 Sevier Ave. Determine this action is categorically exempt under CEQA Guidelines Section 15301's Class 1 exemption for existing facilities. (Staff report #26-027-PC)

Planner Ball said staff would correct the date in the conditions of approval to July 13, 2027 for the expiration of the use permit.

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

Commissioners received clarification from staff regarding the measurement of floor to ceiling height.

ACTION: Motion and second (Silverstein/Hedley) to adopt a resolution approving the item as presented; passes 6-0, with Commissioner Silin absent.

- F2. Use Permit/Hao Wang/1908 Menalto Ave.:
Consider and adopt a resolution to approve a use permit to demolish an existing single-story duplex, and construct a new two-story, single-family residence on a substandard lot with regard to minimum lot depth in the R-2 (Low Density Apartment) zoning district. This 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 #26-028-PC)

Planner Ball said staff had no updates to the published staff report.

Commissioners received clarification from the applicant on the proposed lawn and the lack of a door between the main house and the ADU.

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

Commissioners received clarification from staff regarding the development potential in the R-3 zoning district.

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

- F3. Use Permit, Architectural Control, Major Subdivision, and Below Market Rate (BMR) Housing Agreement/Douglas McBeth/624 University Dr.:
Consider and adopt resolutions to 1) approve a use permit, architectural control permit, and below market rate (BMR) housing agreement to demolish four existing residential units and construct five new three-story residential buildings with a total of six dwelling units and associated site improvements, on a substandard lot with respect to lot width in the in the R-3 (Apartment) zoning district; and 2) recommend to City Council approval of a vesting tentative subdivision map to subdivide the property into six condominium units, and denial of a State Density Bonus Law (SDBL), Government Code Section 65915 and relevant amendments, fees concession request, at 624 University Dr. The project would include two units for sale at below market rate (BMR), with one unit affordable for households earning up to 50 percent area median income (very low-income) and one unit affordable for households earning up to 80 percent area median income (low-income), and is being submitted subject to the SDBL, Government Code Section 65915 and relevant amendments, which permit exceptions to the City's Zoning Ordinance requirements. The applicant is requesting SDBL waivers from development standards to decrease the minimum front and rear setbacks, and modify the building profile requirement. In addition to requested waivers, the applicant is requesting three SDBL concessions to the BMR Guidelines pertaining to dispersed location of BMR and market rate units; proportionate number of bedrooms amongst BMR and market rate units; and proportionate floor area amongst BMR and market rate units. The applicant is also requesting a SDBL concession to waive certain fees for the two BMR units. The project utilizes SDBL for calculating the sales price of below market rate units based on household size. Determine this action is statutorily exempt pursuant to CEQA Guidelines Section 15195, Residential Infill and categorically exempt pursuant to CEQA Guidelines Section 15332, Class 32 Infill. The Planning Commission is the final decision-making body on the requested use permit, architectural control and BMR agreement. The Planning Commission is a recommending body to the City Council on the major subdivision and the request to waive certain fees. (Staff report #26-029-PC)

Chair Silverstein said the applicant requested to continue the item.

Planner Sandmeier said the applicant's attorney is online to answer any questions.

Commissioners received clarification from staff that if the applicant ultimately applied for a different fourth concession, instead of the concession for a fee waiver, staff would need to assess the review process based on the proposed revisions to the project.

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

ACTION: Motion and second (Silverstein/Hedley) to continue the item to a future date; passes 6-0, with Commissioner Silin absent.

- F4. Use Permit, Architectural Control, Major Subdivision, Below Market Rate (BMR) Housing Agreement, Environmental Review/Habitat for Humanity Greater San Francisco/335-355 Pierce Road (Laurel Landing):

Consider and adopt resolutions to 1) approve a use permit, architectural control permit, and below market rate (BMR) housing agreement to construct two new three-story multifamily residential buildings consisting of eight townhome dwelling units and associated site improvements on a vacant substandard lot with regard to minimum lot depth in the R-3 (Apartment) zoning district; and 2) recommend to the City Council approval of a vesting tentative subdivision map to merge two parcels into one and subdivide the site with eight residential condominium parcels and one common area parcel, and denial of a State Density Bonus Law (SDBL), Government Code Section 65915 and relevant amendments, fees concession request, at 335-355 Pierce Road. The project, referred to as “Laurel Landing” by Habitat for Humanity Greater San Francisco, would include all BMR residential units to be owned and occupied by households earning no more than 80 percent of area median income (Low Income) and is being reviewed subject to SDBL which permits exceptions (12 SDBL waivers and 5 SDBL concessions requested) to the City's Zoning Ordinance requirements. Determine this action is categorically/statutorily exempt under CEQA Guidelines Sections 15183, 15194, and 15332. The Planning Commission is the final decision-making body on the requested use permit, architectural control permit, and BMR housing agreement. The Planning Commission is a recommending body to the City Council on the major subdivision and SDBL fees concession request. (Staff report #26-030-PC)

Planner Chan provided an update to the staff report to note receipt of 15 additional letters of support for Laurel Landing that were submitted following staff report publication.

Planner Chan introduced Habitat for Humanity Greater San Francisco staff present for the meeting: Robert Smith, Project Manager, Real Estate Development, and Felix AuYeung, Chief Real Estate Officer. Robert Smith provided a presentation for the proposed project.

Chair Silverstein opened the item for public comment and four individuals provided public comment: Dina Abarca, John Tastor, Pam D. Jones, and Miyko Harris-Parker. The commenters expressed support for Laurel Landing, emphasizing the uniqueness and positive qualities of affordable homeownership opportunity in the Belle Haven community, especially as managed by Habitat for Humanity Greater San Francisco.

Commissioners asked staff clarifying questions, expressed general support for the project, and deliberated the State Density Bonus Law (SDBL) fees concession request for which the Planning Commission is a recommending body to the City Council.

ACTION: Motion and second (Schindler/Ferrick) to approve staff report Attachment A as submitted. Attachment A is a draft Planning Commission resolution approving the use permit, architectural control permit, and BMR housing agreement, and has been structured to grant all 12 SDBL waiver requests and grant SDBL concession requests numbers 1-4 in Table 5 of the July 13, 2026 staff report; passes 6-0, with Commissioner Silin absent.

ACTION: Motion and second (Ehrich/Hedley) to approve staff report Attachment B with the following modifications; passes 6-0, with Commissioner Silin absent.

Attachment B is a draft Planning Commission resolution recommending to the City Council:

- 1) Approval of a vesting tentative subdivision map to merge two parcels into one and subdivide the site with eight residential condominium parcels and one common area parcel, and
- 2) Denial of the SDBL fees concession request (concession request number 5 in Table 5).

The Planning Commission directed modifications to Attachment B to:

- 1) Recommend that the City Council approve the vesting tentative subdivision map as submitted, and
- 2) Recommend that the City Council either waive or substantially reduce the Recreation In-Lieu fee (estimated at \$372,400) for this project in a manner that considers the policy implications for future projects and that specifically recognizes both the value and uniqueness of affordable home ownership projects for Menlo Park.

The Planning Commission also recommended that all other development impact and permitting fees listed in the July 13, 2026, Planning Commission staff report for the project be maintained and collected per the City's Master Fee Schedule.

F5. Development Agreement Annual Review/Cyrus Sanandaji, Presidio Bay Ventures/1300 El Camino Real and 550 Oak Grove Ave.:

Consider and adopt a resolution to determine that Presidio Bay Ventures has demonstrated good faith compliance with the terms of the Development Agreement for the period of April 2025 to March 2026 for the Springline project at 1300 El Camino Real. Review of the Development Agreement does not qualify as a project under CEQA. (Staff report #26-031-PC)

Planner Sandmeier said there are no updates to the staff report.

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

Commissioners received updates from the applicant on lessons learned since the design of the project including use definitions and parking.

ACTION: Motion and second (Silverstein/Ferrick) making a determination that Presidio Bay Ventures has demonstrated good faith compliance with the terms of the Development Agreement for the period of April 2025 to March 2026; passes 6-0, with Commissioner Silin absent.

G. Informational Items

G1. Future Planning Commission Meeting Schedule – The upcoming Planning Commission meetings are listed here, for reference. No action will be taken on the meeting schedule, although individual Commissioners may notify staff of planned absences.

- Regular Meeting: July 27, 2026

Planner Sandmeier said the agenda would include use permit and architectural control permit revisions for 123 Independence Drive and an architectural control permit revision for 1540 El Camino Real.

Chair Silverstein said he would be out of town and hadn't decided if he would participate remotely.

- Regular Meeting: August 10, 2026

Chair Silverstein and Commissioner Ehrich said they would be absent for the August 10th meeting.

H. Adjournment

Chair Silverstein adjourned the meeting at 9:25.

Staff Liaison: Corinna Sandmeier, Principal Planner

Approved by the Planning Commission on July 27, 2026.