



**ADMINISTRATIVE ZONING MEMORANDUM**

**Item No. 4.1**

**DATE:** April 24, 2024

**TO:** Aaron Hollister, Deputy Zoning Administrator

**FROM:** Hang Zhou, Associate Planner

**SUBJECT:** Recommendation for Zoning Permit No. PL-2023-197 at 236 Castro Street

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On September 27, 2023, Boyd Smith filed a request for a Planned Community Permit and Development Review Permit to construct a 58 square foot addition and major façade modifications to an existing multi-tenant commercial building on a 0.06-acre site; and a determination that the project is categorically exempt pursuant to Section 15301 of the CEQA Guidelines (“Existing Facilities”). This project is located west side of Castro Street between Villa Street and West Dana Street in the P-19 (Downtown) Precise Plan.

City staff has completed the review of the application and is recommending approval based on the findings and conditions of approval in the attached report.

This item will be discussed at an Administrative Zoning public hearing on April 10, 2024 where a final action will be made.

Public notices were sent to all property owners within 750 feet of the project site.

Copies of all associated project documents are available for review at the Community Development Department, 500 Castro Street, First Floor, Mountain View, CA, 94041 or may be made available by contacting the project planner.

**Attachments:** Draft Findings Report  
Plan Set