



COMMUNITY DEVELOPMENT DEPARTMENT

PLANNING DIVISION

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**ADMINISTRATIVE ZONING MEMORANDUM**

**Item No. 4.1**

**DATE:** October 3, 2025

**TO:** Amber Blizinski, Assistant Community Development Director

**FROM:** Sam Hughes, Senior Planner

**SUBJECT:** Recommendation for Zoning Permit No. PL-8202 at 89 Pioneer Way (APN: 160-64-007)

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On November 20, 2024, Alison Ard filed a request for a Conditional Use Permit to allow a video production warehouse and educational toy design studio in an existing industrial building, including the addition of a 1,053 square foot mezzanine to the interior of the existing building; and a Development Review Permit to construct minor site modifications including a new trash enclosure and painting booth, within the existing parking area on a 1.25-acre site. This project is located on the east side of Pioneer Way between East Dana Street and East Evelyn Avenue in the MM (General Industrial) Zoning District.

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, including a recommendation that the project is categorically exempt pursuant to 15301 (Existing Facilities), and is recommending approval based on the findings and Conditions of Approval in the Findings Report.

This item will be discussed at an Administrative Zoning public hearing on October 8, 2025, where a final action will be made.

Public notices were sent to all property owners within 750 feet of the project site and a newspaper of general circulation published a notice of the hearing per City Code Section 36.56.20.

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  
Business Description Letter