



City of Sunnyvale

Meeting Minutes

Zoning Administrator Hearing

Wednesday, November 26, 2025

3:00 PM

Teleconference: City Web Stream

CALL TO ORDER

Julia Klein, Zoning Administrator, called the meeting to order at 3:00 p.m.

PUBLIC HEARINGS

Proposed Project:

USE PERMIT: To allow a vocal instruction studio within the existing commercial space. No expansion or exterior modifications are proposed with this application.

Location: 510 Lawrence Expressway, Suite 224 (APN: 216-44-119)

File #: PLNG-2025-0318

Zoning: MS-POA (Industrial and Service / Places of Assembly)

Applicant / Owner: Di Hong (applicant) / Lawrence Commercial Center LLC (owner)

Environmental Review: A Class 1 Categorical Exemption relieves this project from the California Environmental Quality Act (CEQA) provisions.

Project Planner: Gabriela Ventura, 408-730-7407,
Gventura@sunnyvale.ca.gov

Ms. Klein inquired with Gaby Ventura, Project Planner, if there were any additions to the staff report.

Ms. Ventura noted three updates to the Conditions of Approval. She stated the applicant had been made aware of the updates and had agreed to them.

Ms. Klein inquired with the applicant if they had any updates or comments.

Ruiqi Mankin, stated she was present with and would be translating for Di Hong, applicant. Ms. Hong had no updates or comments.

Ms. Klein opened the hearing to public comments.

No members of the public wished to speak on this item.

Ms. Klein closed the hearing to public comments.

Ms. Ventura briefly presented the updated Conditions of Approval:

AT-1. HOURS OF OPERATION:

The use permitted as part of this application shall comply with the following hours of operation at all times:

- a) The hours of operation are limited to 10:00 a.m. to 4:00 p.m. by appointment only for standard hours of operation.
- b) Hours extending beyond midnight shall require approval of the Director of Community Development through a Miscellaneous Plan Permit. [COA] [PLANNING]

AT-7. NOISE:

Ensure that the operational noise meets the Sunnyvale Municipal Code standard to not exceed 60 dBA during nighttime or 70 dBA during daytime hours at any point on the property line of the adjacent nonresidential use. Ensure that the adjacent tenants are protected from sound transmission of the music during the vocal classes. Applicant to install professional acoustic plans on the walls and lay sound-absorbing carpet on the floor to reduce any impact on other tenants in the commercial center and adjacent properties. [COA] [PLANNING]

AT-8. USE PERMIT LIMITATIONS:

This Use Permit is intended for a single-operator to utilize a 509-square-foot tenant space for one-on-one classes subject to the following limitations:

- a) No employees are allowed as part of this permit.
- b) During classes, the studio shall be closed to minimize noise impacts on adjacent uses.
- c) No special events are allowed on site.
- d) The business owner may submit an application for a Miscellaneous Planning Permit (MPP) if there is interest in modifying any of the above limitations, subject to review and approval by the Director of Community Development, or their designee. [COA] [Planning]

Ms. Klein stated these changes would help to clarify the use and improvements that would address any noise attenuation and reduce impacts.

ACTION: Alternative 2. Approve the Use Permit with recommended Findings in Attachment 2 and Recommended Conditions in the corrected Attachment 3.

ADJOURNMENT

Ms. Klein adjourned the hearing at 3:06 p.m.