



PLANNING DIVISION  
CITY OF SOUTH SAN FRANCISCO  
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#### CITY COUNCIL 2026

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LAURA SNIDEMAN, CITY MANAGER

Date: May 29, 2026

Applicant: Gerard Harkin

Owner: ARE-SF No 12 – Toon Jordan

Site Address: 249 E. Grand Avenue

Project No.: P26-0046; SIGNS26-0009

## Design Review Board Recommendation to Planning Commission

On Tuesday, **May 19, 2026**, the Design Review Board reviewed the plans for a Master Sign Program at 249 East Grand Avenue in the Business Technology Park-High (BTP-H) Zoning District

The Chief Planner and the Design Review Board have determined that this application complies with Title 20, Section 20.480 of the South San Francisco Municipal Code and have determined that the project is categorically exempt under the provisions of the California Environmental Quality Act (CEQA) per Class 1, Section 15311. The Board recommended approval of the project to the Planning Commission.

The Design Review Board provided the following recommendations:

1. The Board liked the proposed Master Sign Program and the attention given to spacing for the tenant (skyline) signage out of the joint span.
2. The proposed murals are a nice accent to the campus.
3. Consider adding angle copper caps to the Trail Marker Post for better durability.
4. The Board liked the architecture and landscape material palettes and stories on the interpretation signs along the pedestrian walkways for the campus, as these will create placemaking and encourage people to walk on the campus.

Please also address any conditions from City Departments in your Planning Commission submittal. The Department conditions are viewable, [click here](#), and available on the City's online Permit Portal.

The project shall be built per the DRB recommendations and approved plans. Any modifications from the plans must be formally submitted and approved by staff prior to construction. Unapproved modifications may result in failed building and planning inspections.

If you have any questions regarding this matter, please feel free to contact the Planning Division at (650) 877-8535

Sincerely,



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Victoria Kim  
Senior Planner



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Adena Friedman  
Chief Planner