



**MINUTES  
MARCH 7, 2019  
CITY OF SOUTH SAN FRANCISCO  
REGULAR PLANNING COMMISSION**

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

**TIME: 7:00 P.M.**

**ROLL CALL / CHAIR COMMENTS**

**PRESENT:** Chairperson Murphy, Commissioners Faria and Tzang, and Vice Chairperson Wong

**ABSENT:** Commissioners Evans and Shihadeh

**STAFF PRESENT:**

Sailesh Mehra, Planning Manager/Secretary to the Planning Commission, Michele Clary, Clerk to the Planning Commission, Naree Chan, Assistant City Attorney, Adena Friedman, Senior Planner, Ryan Wassum, Associate Planner, and Edgar Maravilla, Associate Planner.

**AGENDA REVIEW**

Planning Manager Mehra requested Item 5 regarding 685 Gateway be taken after the Consent Calendar.

**ORAL COMMUNICATIONS**

None.

**CONSENT CALENDAR**

**1. Approval of the special meeting minutes of January 24, 2019**

Chair Murphy opened the public hearing at 7:02 p.m.

Chair Murphy noted a correction to the minutes for January 24, 2019.

**1a. Approval of the regular meeting minutes of February 7, 2019**

**MOTION**

Vice Chair Wong moved and Commissioner Faria seconded a motion to approve the special meeting minutes of January 24, 2019, as corrected, and February 7, 2019. The question was called and the motion carried 4-0-2, Commissioners Evans and Shihadeh absent.

**2. Master Sign Program and Design Review for signage at 201-225 Gateway Blvd and 1 & 2 Corporate Drive in the Gateway Specific Plan Zoning District in accordance with SSFMC Chapters 20.220, 20.360, 20.460 & 20.490. (Billy Gross, Senior Planner)**

**MOTION**

Commissioner Faria moved and Commissioner Tzang seconded a motion to accept the Master Sign Program and Design Review for signage at 201-225 Gateway Blvd and 1 & 2 Corporate Drive in the Gateway Specific Plan Zoning District in accordance with SSFMC Chapters 20.220, 20.360, 20.460 & 20.490. The question was called and the motion carried 4-0-2, Commissioners Evans and Shihadeh absent.

**PUBLIC HEARING**

**5. Report regarding consideration of a Precise Plan Modification and Design Review to construct an**

**amenity center building consisting of 15,500 gross square feet and associated on-site improvements at 685 Gateway Blvd in the Gateway Specific Plan District, and CEQA consideration. (Ryan Wassum, Associate Planner)**

Associate Planner Wassum presented a brief overview of the 685 Gateway Project, including the project's location, site plan, entitlements history and request, general plan and zoning consistency, design review, CEQA compliance, and provided staff's recommendation.

Jake McCollum, Project Manager, provided an overview of the project application and proposed usage for the project.

Mark Fairman, architect with Gensler, gave a presentation discussing the Gateway Amenity Center. He discussed the goal of the project, building strategies, and other architectural details.

Chair Murphy inquired about the sealant to protect the wood. Mr. Fairman stated none of the timber would be exposed to UV, either covered by coping or coating.

Vice Chair Wong asked about the orientation of the parking area. Mr. Fairman explained that the geometry of the parking lots was used to create a more direct path of access for pedestrians.

Commissioner Tzang asked about the previous building proposals. Associate Planner Wassum discussed the formerly proposed 6,000 square feet of retail space.

Vice Chair Wong commended Alexandria for its work on the amenities and architecture of the project.

Chair Murphy echoed Vice Chair Wong's comments.

Commissioner Faria stated he found the low roof design of the project pleasing.

**MOTION**

Vice Chair Wong moved and Chair Murphy seconded a motion to adopt a resolution making findings and determining that the Precise Plan Modification to allow construction of an amenity building at 685 Gateway Boulevard is fully within the scope of environmental analysis in the 2000 Mitigated Negative Declaration (MND) and 2002 Addendum, and that the 2018 Addendum to the 2000 MND and 2002 Addendum is the appropriate environmental document for the Project. The question was called and the motion carried 4-0-2, Commissioners Evans and Shihadeh absent.

**MOTION**

Commissioner Tzang moved and Commissioner Faria seconded a motion to adopt a resolution making findings and approving a Precise Plan Modification and Design Review for the development of a 15,500-gross square foot (sq. ft.) amenity center building and related on-site improvements of the Precise Plan Project (611 & 681 Gateway Blvd) at 685 Gateway Blvd in the Gateway Specific Plan District. The question was called and the motion carried 4-0-2, Commissioners Evans and Shihadeh absent.

**3. Report regarding consideration of a Zoning Text Amendment to amend the South San Francisco Municipal Code Section 20.300.007 relating to Water Efficient Landscaping Regulations (Adena Friedman, Senior Planner)**

Senior Planner Friedman gave an update on the Water Efficient Landscaping Ordinance Regulations (WELO). She discussed the background of the ordinance, the updated ordinance, WELO applicability, compliance, and the WELO process. She provided a project overview of the Costco project in relation to WELO requirements as an example and provided Staff's recommendation.

In response to Commissioner Faria, Senior Planner Friedman stated that the state ordinance was currently effective.

Vice Chair Wong inquired about the certificate of completion. Senior Planner Friedman stated that the process was self-certifying and applicants would submit a certificate of completion. City Staff would inspect the site after construction.

Chair Murphy inquired about the review of ongoing maintenance of the landscaping. Senior Planner Friedman stated

that after projects are installed and completed, they would be monitored on a complaint basis, per the code enforcement process.

## **MOTION**

Commissioner Tzang moved and Vice Chair Wong seconded a motion to adopt a resolution recommending that City Council adopt an ordinance amending South San Francisco Municipal Code Section 20.300.007 (Landscaping) relating to Water Efficient Landscaping Regulations. The question was called and the motion carried 4-0-2, Commissioners Evans and Shihadeh absent.

- 4. Report regarding consideration of applications for a Zoning Map Amendment, Zoning Text Amendment, Use Permit, Parking Reduction, Design Review, Transportation Demand Management Plan, and Environmental Impact Report with Mitigation Monitoring Reporting Program and Statement of Overriding Considerations to construct a 25,000 sq. ft. building (400-450 East Jamie Court), a 311,368 sq. ft. office/ R&D building and a five-level parking garage on a 6.45-acre site (201 Haskins Way) by Alexandria Real Estate Equities (ARE). (Ryan Wassum, Associate Planner)**

Associate Planner Wassum gave a brief overview of the 201 Haskins Office/ R&D Campus Project Entitlements and EIR and provided staff's recommendation.

Terezia Nemeth, Alexandria Real Estate Equities, gave a brief introduction of the project and background on use of the site.

Russ Sherman, WRNS, discussed the siting of the project and the amenities that would be included.

Juliana Lehnen, SWCA Environmental Consultant, provided an overview of the CEQA process, comments received on the draft EIR, and summary of Planning Commission comments.

Mike Aronson, Kittelson and Associates, discussed and provided information regarding comments from planning commission. He discussed service delays, transportation impacts, East Grand Ave congestion and diversion.

Ms. Lehnen went on to discuss wind and shadow impacts and additional CEQA prospects. She also provided a list of citywide efforts to reduce traffic and increase mobility.

Commissioner Faria voiced concern regarding increasing traffic in an already congested area.

Chair Murphy asked the applicant to discuss their current TDM programs, success at E. Jamie Court development and workforce hours. Ms. Nemeth discussed employee hours at the research and development site and explained the use of shuttles.

Ms. Sylvani, Sylvani Transportation Consulting, discussed the current tenant's alternative mode split, the future transportation services to the area, and the number of employees able to work from home.

Vice Chair Wong asked about the location of the project in reference to other Alexandria properties. Ms. Nemeth stated there would be multiple companies in the building and peak use would be met.

Commissioner Tzang acknowledged that Alexandria was successful and trusted that traffic demand would be less than anticipated but he echoed Vice Chair Wong's concerns. He asked about the project benefits versus impacts. Associate Planner Wassum discussed balancing impacts for the project. Planning Manager Mehra added that the traffic and parking challenges were recognized and an analysis of those issues was included as part of the project review.

Chair Murphy requested information on increased FAR and reduced parking requirements. Mr. Wassum explained that high quality design and the implementation of a robust TDM program may increase FAR up to 1.0.

Commissioner Faria asked about existing uses. Assistant City Attorney Chan explained that already established freight forwarding, warehousing, and light fleet-based uses would be considered legal and permitted to expand or convert to other such uses subject to the development standards for the Mixed Industrial Zoning District. Therefore, the project would be rezoned to Business & Technology Park but allow the continued use of already established light fleet-based uses.

Vice Chair Wong discussed traffic and wind issues for the area.

Chair Murphy inquired about the zoning map update and future project considerations. Associate Planner Wassum stated that the EIR would cover the potential build out and any new projects would need to acquire entitlements.

Commissioner Faria stated he supported the project while voicing his concern for traffic.

#### **MOTION**

Vice Chair Wong moved and Commissioner Faria seconded a motion to adopt a resolution making findings and recommending that the City Council certify an Environmental Impact Report including a Statement of Overriding Considerations and Mitigation Monitoring and Reporting Program for the development of 400-450 East Jamie Court and 201 Haskins Way by Alexandria Real Estate Equities (ARE). The question was called and the motion carried 4-0-2, Commissioners Evans and Shihadeh absent.

#### **MOTION**

Vice Chair Wong moved and Commissioner Faria seconded a motion to adopt a resolution making findings and recommending that the City Council approve the entitlements to construct a two-story 25,000 sq. ft. building (400-450 East Jamie Court) and a five-story 311,368 gross sq. ft. office/ R&D building and a five-level parking garage on a 6.45-acre site (201 Haskins Way) for the Planning Project (P17-0096), including Zoning Map Amendment, Zoning Text Amendment, Use Permit, Design Review, and Preliminary Transportation Demand Management Program. The question was called and the motion carried 4-0-2, Commissioners Evans and Shihadeh absent.

#### **6. Report regarding a request for a Certificate of Alteration and Design Review for exterior modifications and a Type "A" Sign Permit for a historic commercial building at 304 Grand Avenue and determination that the project is categorically exempt from CEQA. (Edgar Maravilla, Associate Planner)**

Associate Planner Maravilla discussed the certificate of alteration for 304 Grand Avenue, including project location, history and use of the building, the alteration certificate process, exterior modifications, historical analyses, and provided Staff's recommendation.

Commissioner Tzang stated the text on the proposed sign did not seem historical and asked if it would be reviewed. Associate Planner Maravilla stated the ultimate decision would be made by the Planning Commission. Chair Murphy stated that signage could be differentiated from the historic material or be made to match. She noted that the trend was to differentiate additional materials. Commissioner Tzang questioned consistencies for historical projects. Planning Manager Mehra discussed leeway in designing additions and signage. He stated the signage could be referred back to the Design Review Board. Chair Tzang stated that he did not need an additional review of the signage. Assistant City Attorney Chan noted that the signage was not reviewed by the Design Review Board but staff sought input from the Commission.

Commissioner Faria stated that he saw the signage as acceptable for the application.

Vice Chair Wong asked if the colors of the exterior modifications matched the rest of the building. Associate Planner Maravilla explained that, if the certificate of alteration was approved, the modifications would need to be updated to match the rest of the building. Vice Chair Wong stated he found the signage acceptable.

Chair Murphy asked about the color of the pediment above the door of the building. Associate Planner Maravilla stated the color was a designer oversight. Chair Murphy stated the signage was acceptable and cautioned the applicant to take care in the attachment of the sign to the building as well as the additional exterior modifications.

Vice Chair Wong asked how long the building was out of use. Mr. Maravilla stated that building was vacant for an excess of 12 years.

#### **MOTION**

Commissioner Faria moved and Commissioner Tzang seconded a motion to approve the request for a Certificate of Alteration and Design Review for exterior modifications and a Type "A" Sign Permit for a historic commercial building at 304 Grand Avenue and determination that the project is categorically exempt from CEQA. The question was called and the motion carried 4-0-2, Commissioners Evans and Shihadeh absent.

**7. Report regarding a request for a Conditional Use Permit to operate a Cannabis Delivery-Only Operation at 282 Harbor Way in the Mixed Industrial (MI) Zoning District in accordance with Title 20 of the South San Francisco Municipal Code and determination that the project is categorically exempt under CEQA. (Edgar Maravilla, Associate Planner)**

Associate Planner Maravilla reported on the proposed project at 282 Harbor Way for Sticky Thumb, including project location, history of the applicant process, overview of the site plan, distribution operation, zoning analyses, and provided staff's recommendation.

Farhad Doctor, applicant, thanked the City for allowing cannabis businesses to operate within the City of South San Francisco.

Commissioner Tzang asked if there were other cannabis delivery operations within the building. Associate Planner Maravilla stated that there were no other cannabis delivery businesses in the building.

Vice Chair Wong inquired about the safety of individuals who were making deliveries out of their car and hours of operation. Farhad Doctor, applicant stated all drivers would be equipped with a system to notify the business owners and dispatch system and that drivers would operate between 10:00 a.m. and 9:00 p.m.

Commissioner Faria discussed the profitability of the business and questioned whether three businesses could survive.

Vice Chair Wong asked if there was a limit on number of cannabis businesses allowed in the City. Associate Planner Maravilla stated that there was no limit at the time. Planning Manager Mehra stated staff would be looking at a concentration analysis and potential limits.

Commissioner Tzang discussed the safety and security of the businesses and limit on the number of cannabis business allowed in the City. He requested staff consider a potential cap on number of cannabis businesses in South San Francisco.

Chair Murphy asked about the community benefit payments. Planning Manager Mehra stated the payment would be annually for five years and that the amount of \$5,000 would be the standard.

Pat Murphy, member of the public, indicated opposition to the delivery service due to impacts on her building and tenant. She expressed concern with safety and cash only business.

Commissioner Faria asked if the other approved cannabis businesses were running. Associate Planner Maravilla stated neither were currently running.

Commissioner Tzang inquired about the protest of the use permit to the City. Planning Manager Mehra stated the City had not received a protest letter in regard to the application. Commissioner Tzang stated he would be interested in receiving updates from the Police Department on security and conditions of approval.

Chair Murphy concurred with review of security benchmarks and the application.

**MOTION**

Vice Chair Wong moved and Chair Murphy seconded a motion to approve Conditional Use Permit to operate a Cannabis Delivery-Only Operation at 282 Harbor Way in the Mixed Industrial (MI) Zoning District in accordance with Title 20 of the South San Francisco Municipal Code and determination that the project is categorically exempt under CEQA. The question was called and the motion carried 4-0-2, Commissioners Evans and Shihadeh absent.

**ADMINISTRATIVE BUSINESS**

**8. Appoint members of the Planning Commission to the Housing Standing Committee**

Chair Murphy proposed the appointment be moved to April 4, 2019 to allow all commissioners to be present.

**MOTION**

Chair Murphy moved and Commissioner Tzang seconded a motion to move the appointment of members of the Planning Commission to April 4, 2019. The question was called and the motion carried 4-0-2, Commissioners Evans and Shihadeh absent.

**ITEMS FROM STAFF**

None.

**ITEMS FROM THE PUBLIC**

Mayor Karyl Matsumoto thanked the Planning Commission for its service and noted the appointment of Commissioner Robert Bernardo.

She asked if commissioners would be present for the Housing Subcommittees. She stated she intended to bring up limits on cannabis businesses. She stated a joint study session was planned for the near future.

**ADJOURNMENT**

Chair Murphy adjourned the Planning Commission meeting at 9:18 p.m.

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Sailesh Mehra  
Secretary to the Planning Commission  
City of South San Francisco

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JulieAnn Murphy, Chairperson  
Planning Commission  
City of South San Francisco

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