

# City of South San Francisco

P.O. Box 711 (City Hall, 400 Grand Avenue)  
South San Francisco, CA



## Regular Meeting Agenda

Thursday, April 18, 2024

7:00 PM

In-Person Meeting

Library Parks & Recreation Building, Council Chambers  
901 Civic Campus Way, South San Francisco, CA

### Planning Commission

NORMAN FARIA, Chairperson  
SARAH FUNES-OZTURK, Vice Chairperson  
ALEX TZANG, Commissioner  
SAM SHIHADDEH, Commissioner  
MICHELE EVANS, Commissioner  
AYSHA PAMUKCU, Commissioner  
JOHN BAKER, Commissioner

**How to observe the Meeting (no public comment):**

- 1) Local cable channel: Astound, Channel 26, Comcast, Channel 27, or AT&T, Channel 99
- 2) <https://www.ssf.net/government/city-council/video-streaming-city-and-council-meetings/planning-commission>

**How to Submit written Public Comment before the meeting: Email: [PCcomments@ssf.net](mailto:PCcomments@ssf.net)**

Members of the public are encouraged to submit public comments in writing in advance of the meeting. The email will be monitored during the meeting. The City encourages the submission of comments by 6:00pm on the date of the Public Hearing to facilitate inclusion in the meeting record.

**How to provide Public Comment during the meeting:****COMMENTS ARE LIMITED TO THREE (3) MINUTES PER SPEAKER**

During a meeting, comments can only be made in person: Complete a Speaker Card located at the entrance to the Council Chambers. Be sure to indicate the Agenda Item # you wish to address or the topic of your public comment. When your name is called, please come to the podium, state your name and address (optional) for the Minutes.

**American Disability Act:**

The City Clerk will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to City Clerk Rosa Govea Acosta at 400 Grand Avenue, South San Francisco, CA 94080, or email at [all-cc@ssf.net](mailto:all-cc@ssf.net). Include your name, address, phone number, a brief description of the requested materials, and preferred alternative format service at least 72-hours before the meeting.

Accommodations: Individuals who require special assistance of a disability-related modification or accommodation to participate in the meeting, including Interpretation Services, should contact the Office of the City Clerk by email at [all-cc@ssf.net](mailto:all-cc@ssf.net), 72-hours before the meeting.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA REVIEW

ANNOUNCEMENTS FROM STAFF

PUBLIC COMMENT

DISCLOSURE OF EX-PARTE COMMUNICATIONS

*This portion of the meeting is reserved for Planning Commissioners to disclose any communications, including site visits, they have had on current agenda items, or any conflict of interest regarding current agenda items.*

CONSENT CALENDAR

1. [Consideration and approval of minutes from the March 21, 2024 Planning Commission meeting](#)  
**Attachments:** [03-21-24 PC Final Minutes](#)
2. [Master Sign Program and Design Review applications for a sign program for an existing life science campus located at 230 East Grand Avenue at the corner of East Grand Avenue and Harbor Way in the Business Technology Park District in accordance with Title 20 of the South San Francisco Municipal Code and determination that the project is categorically exempt from CEQA. \(Christy Usher, Senior Planner\)](#)  
**Attachments:** [Design Review Board Comment Letter, dated March 19, 2024](#)  
[Project Plans, dated February 8, 2024](#)  
[Attachment 3 Draft Findings and Conditions of Approval](#)

PUBLIC HEARING

3. [Report regarding proposed amendments to Title 20 of the South San Francisco Municipal Code to make minor revisions, corrections, and clarifications; modify and add development standards to implement Housing Element programs and policies; and update regulations pertaining to accessory dwelling units, and determination that the proposed Zoning and General Plan amendments are categorically exempt from the California Environmental Quality Act \(CEQA\). \(Stephanie Skangos, Senior Planner\)](#)

- 3a. [Resolution making findings and recommending that the City Council adopt an ordinance amending Title 20 of the South San Francisco Municipal Code to make minor revisions, corrections, and clarifications; modify and add development standards to implement Housing Element programs and policies; and update regulations pertaining to accessory dwelling units.](#)

**Attachments:** [Exhibit A - Draft Ordinance Implementing Zoning Text Amendr](#)

#### ADMINISTRATIVE BUSINESS

4. [Report regarding submission of the 2023 Genentech Annual Report for Planning Commission consideration. \(Billy Gross, Principal Planner\)](#)

**Attachments:** [2023 Genentech Master Plan Annual Report](#)

5. [Presentation on the Ralph M. Brown Act for Planning Commission \(Alexandra Wolf, Senior Associate City Attorney\)](#)

*The Commission has adopted a policy that applicants and their representatives have a maximum time limit of 20 minutes to make a presentation on their project. Non-applicants may speak a maximum of 3 minutes on any agenda item. Questions from Commissioners to applicants or non-applicants may be answered by using additional time.*

#### ITEMS FROM THE COMMISSION

#### ADJOURNMENT

\*\*Any interested party will have 15 calendar days from the date of an action or decision taken by the Planning Commission to appeal that action or decision to the City Council by filing a written appeal with the City Clerk as provided under Chapter 20.570 of the South San Francisco Municipal Code. In the event an appeal period ends on a Saturday, Sunday, or any other day the City is closed, the appeal period shall end at the close of business on the next consecutive business day. The cost to appeal for applicants, residents, and all others is as set forth in the City's Master Fee Schedule.