

City of South San Francisco

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



Regular Meeting Agenda

Thursday, October 16, 2025

7:00 PM

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

Planning Commission

**SARAH FUNES, Chairperson
AYSHA PAMUKCU, Vice Chairperson
JOHN BAKER, Commissioner
MICHELE EVANS, Commissioner
NORMAN FARIA, Commissioner
SAM SHIHADDEH, Commissioner
ALEX TZANG, 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/Video-Streaming-City-and-Council-Meetings/Planning-Commission>
- 3) <https://www.youtube.com/@CityofSouthSanFrancisco/streams>

How to Submit written Public Comment before the Planning Commission Meeting:

Members of the public are encouraged to submit public comments in writing in advance of the meeting via the eComment tab by 6:00 p.m. on the meeting date. Use the eComment portal by clicking on the following link: <https://ci-ssf-ca.granicusideas.com/meetings> or by visiting the Planning Commission meeting's agenda page. eComments are also directly sent to the iLegislate application used by Planning Commission and staff.

How to provide Public Comment during the Planning Commission 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. 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, 72-hours before the meeting.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCEAGENDA REVIEWANNOUNCEMENTS FROM STAFFPUBLIC COMMENT

Members of the public may speak on any item not listed on the Agenda, and on any items listed under the Consent Calendar. Pursuant to the provisions of the Brown Act, no action may be taken on a matter unless it is written on the agenda, or unless certain emergency or special circumstances exist. Written comments received prior to 6:00 pm on the day of the meeting will be included as part of the meeting record, but will not be read aloud.

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 September 4, 2025 Planning Commission](#)

Attachments: [09-04-25 PC Draft Minutes](#)

ADMINISTRATIVE BUSINESS

2. [Report regarding consideration of an application for Design Review to construct four residential buildings consisting of six units at 616 Maple Avenue in Downtown Residential Medium \(DRM\) Zoning District in accordance with Title 20 of the South San Francisco Municipal Code \(SSFMC\) and determination that the project is categorically exempt from California Environmental Quality Act \(CEQA\), per Class 32, Section 15332. \(Victoria Kim, Senior Planner\)](#)

Attachments: [Attachment 1 - Findings and Conditions of Approval](#)
[Attachment 2 Project Plans](#)
[Attachment 3 DRB Comment Letter](#)
[Attachment 4 Summary of Neighborhood Meeting](#)
[SB 343 -Attachment 2 Project Plans](#)

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.**