

City of South San Francisco

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



Regular Meeting Agenda

Thursday, November 17, 2022

2:00 PM

Virtual Meeting

Zoning Administrator

WELCOME

If this is the first time you have been to a Zoning Administrator meeting, perhaps you'd like to know a little about our procedure.

Please note that this meeting is by teleconference only, and will be conducted pursuant to the provisions of the Governor's Executive Order N29-20 issued on March 19, 2020 allowing for deviation of teleconference rules required by the Brown Act and pursuant to the Order of the Health Officer of San Mateo County dated March 31, 2020.

Planning Division City of SSF is inviting you to a scheduled Zoom meeting.

Topic: Zoning Administrator Meeting

Time: Nov 17, 2022 02:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://ssf-net.zoom.us/j/85123557369?pwd=Vlc1M0hpTFhndzIUaWFiOHIZV20xQT09>

Meeting ID: 851 2355 7369

Passcode: 217964

One tap mobile

+16699006833,,85123557369#,,,,*217964# US (San Jose)

+16694449171,,85123557369#,,,,*217964# US

Dial by your location

+1 669 900 6833 US (San Jose)

+1 669 444 9171 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 719 359 4580 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 564 217 2000 US

+1 646 931 3860 US

888 475 4499 US Toll-free

833 548 0276 US Toll-free

833 548 0282 US Toll-free

877 853 5257 US Toll-free

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Passcode: 217964

Find your local number: <https://ssf-net.zoom.us/j/kxGFXoxv8>

Remote Public Comments:

Members of the public wishing to participate are encouraged to submit public comments in writing in advance of the meeting. The email and phone line below will be monitored during the meeting and public comments received will be read into the record. The City encourages the submission of comments by 1:00 p.m. on the date of the meeting to facilitate inclusion in the meeting record. A maximum of 3 minutes per individual comment will be read into the record. Comments that are not in compliance with the Zoning Administrator's rules of decorum may be summarized for the record rather than read verbatim.

Email: PCcomments@ssf.net

Electronic Comments received by email will be monitored during the meeting and read into the record. We ask that you limit your electronic comments so that they will comply with the 3-minute time limitation for public comment.

Planning Division Hotline: (650) 877-8535

Voice Messages will be monitored during the meeting and read into the record. Your voicemail should be limited so that it complies with the 3 minute time limitation for public comment.

Any interested party will have 15 calendar days from the date of an action or decision taken by the Zoning Administrator to appeal that action or decision to the Planning Commission by filing a written appeal with the Planning Division 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.

If any interested party, other than the applicant, wishes to obtain a copy of a Notice of Action for any Zoning Administrator action or decision at a hearing, the interested party must file a written request of such notification with the Planning Division in advance of that Zoning Administrator hearing. If you challenge in court the action taken by the Zoning Administrator regarding the items described below, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice or in written correspondence delivered to the Zoning Administrator at, or prior to, the public hearing. When the meeting is not in session, staff is available to answer your questions during normal business hours at the Planning Division Public Counter, City Hall Annex, 315 Maple Avenue by telephone at (650) 877-8535 or by e-mail at planning@ssf.net.

Tony Rozzi, Chief Planner
Billy Gross, Principal Planner
Adena Friedman, Principal Planner
Christy Usher, Senior Planner
Chris Espiritu, Senior Planner
Victoria Kim, Associate Planner
Stephanie Skangos, Associate Planner
Kelsey Evans, Clerk

PLEASE SILENCE CELL PHONES AND PAGERS

Individuals with disabilities who require auxiliary aids or services to attend and participate in this meeting should contact the ADA Coordinator at (650) 877-8505, five working days before the meeting.

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the City Clerk's Office located at City Hall. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The address of City Hall is 400 Grand Avenue, South San Francisco, California 94080.

CALL TO ORDER / PLEDGE OF ALLEGIANCE

PUBLIC HEARING

1. [Report regarding consideration of a Minor Use Permit and Design Review for a front, rear, and new 2nd-story addition to an existing single-family dwelling unit and the construction of a fence greater than four feet in height at 1200 Douglas Way in the Low Density Residential \(RL-8\) Zoning District in accordance with Title 20 of the South San Francisco Municipal Code, and determination that the project is exempt from CEQA. \(Stephanie Skangos, Associate Planner\)](#)

Attachments: [Attachment 1 - Draft Findings and Conditions of Approval](#)
[Attachment 2 - Project Plans](#)
[Attachment 3 - DRB Comment Letter, dated October 5, 2022](#)

ADJOURNMENT

When the meeting is not in session, staff is available to answer your questions during normal business hours at the Planning Division Public Counter, City Hall Annex, 315 Maple Avenue by telephone at (650) 877-8535 or by e-mail at planning@ssf.net.