



**MINUTES
MARCH 21, 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: Chair Murphy, Vice Chair Wong, Commissioners Faria, Bernardo, Shihadeh and Evans

ABSENT: Commissioner Tzang

STAFF PRESENT: Alex Greenwood, Director of Economic and Community Development, Sailesh Mehra, Planning Manager/Secretary to the Planning Commission, Patricia Colta, Clerk to the Planning Commission, Naree Chan, Assistant City Attorney, and Tony Rozzi, Principal Planner

AGENDA REVIEW

None.

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

None.

PUBLIC HEARING

1. Report regarding proposed amendments to Title 20 of the South San Francisco Municipal Code to make minor revisions, corrections, and clarifications; improve and streamline the development standards; and expand the role of the Zoning Administrator in accordance with the General Plan, and determination that the proposed amendments are categorically exempt from the California Environmental Quality Act (CEQA). (Billy Gross, Senior Planner)
- 1a. Resolution recommending proposed amendments to Title 20 of the South San Francisco Municipal Code to make minor revisions, corrections and clarifications; improve and streamline the development standards; and expand the role of the Zoning Administrator in accordance with the General Plan, and determination that the proposed amendments are categorically exempt from the California Environmental Quality Act (CEQA).

Chair Murphy opened the public hearing at 7:21 p.m.

Director Greenwood introduced the item.

Principal Planner Rozzi presented an overview of the five categories of amendments including correcting errors and omissions, clarify language and intent, and internal consistency.

In response to Commissioner Faria, Principal Planner Rozzi explained the proposed requirement for 1,000 feet between social service facilities and that existing facilities would remain and new facilities would need to adhere to the

ordinance.

Principal Planner Rozzi discussed efforts to simplify the zoning ordinance, including removing specifics, revisions to onsite parking and loading requirements. He also discussed development flexibility, including unbundling of parking for residential uses, ECR/Chestnut Avenue Plan Area Plan District, landscaping requirements for auto sale uses, exceptions to rooftop landscaping, and increase of base square footage. He reviewed the proposed new policies including limiting bathrooms in a garage or accessory building, revision of the approval process for daycare centers, and staggered terms for the Design Review Board.

In response to Vice Chair Wong, Principal Planner Rozzi explained the proposed staggered terms to be implemented in four years with new appointments. Assistant City Attorney Chan noted that the deciding body could determine who served the shorter term.

Principal Planner Rozzi continued the presentation with the new policy to add a definition of “micro-unit”, and modifications to the Zoning Administrator role,

In response to Commissioner Evans, Principal Planner Rozzi discussed the nomenclature of minor use permit. Planning Manager Mehra explained review of use permits. He confirmed that the Commission could review Zoning Administrator approvals. Assistant City Attorney Chan stated that the Planning Commission could call for review regarding decisions made by the Zoning Administrator.

In response to Vice Chair Wong, Planning Manager Mehra discussed the frequency of the involvement of the Zoning Administrator.

In response to Chair Murphy, Principal Planner Rozzi stated that the FAR would be applied to all building types.

Commissioner Faria recommended review of the parking space sizes in regard to the entire site plan. Planning Manager Mehra explained required findings for project approval.

In response to Commissioner Evans, Planning Manager Mehra discussed the process of Zoning Administrator decisions being called up to the Planning Commission. Assistant City Attorney Chan discussed the appeals process for Zoning Administrator decisions and Planning Commission could call for review.

Vice Chair Wong stated he was comfortable with the Zoning Administrator making decisions with a report to the Planning Commission. In response to Vice Chair Wong, Principal Planner Rozzi stated the child care unit regulations were consistent with state law. Planning Manager Mehra explained that BMR units could pay the same price or the BMR rate could reflect the lack of a parking space. Vice Chair Wong voiced his support for staggered terms for the Design Review Board. Principal Planner Rozzi stated parking reductions with an in-lieu fee could be used as leverage to develop more parking in other projects.

In response to Chair Murphy, Planning Manager Mehra stated unbundling could cause business owners to lease spaces to other business owners rather than tenants if those residents did not have a use for the spaces. Chair Murphy expressed concern with parking spaces being leased to surrounding businesses and limiting residential parking.

Vice Chair Wong added that he did not support leasing spots to tenants of other units. Planning Manager Mehra explained the common practice of developers could delegate a number of extra spaces.

Assistant City Attorney Chan added that the unbundling would require a parking management and monitoring plan.

Vice Chair Wong stated residents should have priority of the parking spots.

Chair Murphy noted the importance of surplus parking. Planning Manager Mehra noted security issues that could arise from opening parking spaces to tenants of other developments.

Vice Chair Wong noted that City revenue could be impacted by the residential spaces.

In response to Commissioner Evans, Planning Manager Mehra stated San Francisco and Redwood City allowed

unbundling. Commissioner Evans recommended the unbundling be examined further.

Vice Chair Wong suggested the parking management plan be reviewed further.

Assistant City Attorney Chan presented options for the Planning Commission to move forward.

Principal Planner Rozzi informed Chair Murphy that multifamily projects would come to Planning Commission as conditional use permits. Chair Murphy suggested the requirement of Planning Commission approval.

Principal Planner Rozzi presented another option for unbundling to remain the same at 50% and any more could be allowed only with approval of the Planning Commission.

Commissioner Faria suggest balancing the parking needs of the community as a whole.

Assistant City Attorney Chan read the proposed language for unbundling. Principal Planner Rozzi confirmed that the Commission wanted unbundling parking throughout the City and Chair Murphy confirmed.

The Commission agreed to allow minor use approvals by the Zoning Administrator.

Commissioner Evans stated that she did not support the minor use nomenclature for restaurants, bars, and nightclubs.

Commissioner Faria noted checks and balances provided by code enforcement, police, and that he felt confident that the community's welfare would be maintained. Chair Murphy concurred.

Assistant Planner Chan suggested an item to review the actions of the zoning administrator. Chair Murphy voiced her support for that idea.

Commissioner Faria noted that the Zoning Administrator would inform applicants of the approval process timeline.

Chair Murphy closed the public hearing at 8:48 p.m.

MOTION

Vice Chair Wong moved and Commissioner Faria seconded a motion to adopt a resolution 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; improve and streamline the development standards; and expand the role of the Zoning Administrator in accordance with the General Plan, and determine that the proposed amendments are categorically exempt from the California Environmental Quality Act (CEQA), including an amendment to the proposed amendment to allow more than 50% of parking as unbundled subject to review of a parking management and monitoring plan subject to approval by the Planning Commission and the errata as distributed to the Planning Commission. The question was called and the motion carried 6-0-1, Commissioner Tzang absent.

ADMINISTRATIVE BUSINESS

None.

ITEMS FROM STAFF

None.

ITEMS FROM THE PUBLIC

None.

ADJOURNMENT

Chair Murphy adjourned the Planning Commission meeting at 8:50 p.m.

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

SM/mc

JulieAnn Murphy, Vice Chairperson
Planning Commission
City of South San Francisco