



MINUTES
April 18, 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, Evans and Tzang

STAFF PRESENT: Sailesh Mehra, Planning Manager/Secretary to the Planning Commission, Michele Clary, Clerk to the Planning Commission, Naree Chan, Assistant City Attorney, Tony Rozzi, Principal Planner, and Justin Shiu, Consultant Planner

AGENDA REVIEW

Chair Murphy requested Item No. 3 moved to Public Hearings and Item No. 6 was moved to follow the Consent Calendar.

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

Vice Chair Wong requested the March 21, 2019 minutes be clarified to indicate he did not support leasing to neighboring businesses that were not within the complex itself.

1. **Approval of the regular meeting minutes of March 7, 2019**
- 1a. **Approval of the regular meeting minutes of March 21, 2019.**
2. **Report regarding the appointment of a resident representative to the Design Review Board for a four-year term. (Tony Rozzi, Principal Planner)**
4. **Report regarding submission of the 2018 Genentech Annual Report for Planning Commission consideration. (Tony Rozzi, Principal Planner)**

MOTION

Commissioner Faria moved and Vice Chair Wong seconded a motion to approve the Consent Calendar with the March 21, 2019 minutes amended. The question was called and the motion carried unanimously.

ADMINISTRATIVE BUSINESS

6. **Report regarding the Design Review and Waivers and Modifications request for the Community Civic Campus Police Facility schematic design at 1 Chestnut Avenue. (Tony Rozzi, Principal Planner)**

Principal Planner Rozzi introduced the Community Civic Campus Police Facility schematic design, outlining the phases and sites of the project.

Bill Katz, Smith Group, gave a presentation regarding the Police Facility phase of the Community Civic Campus, including statistics and amenities, overview of the facility map, architectural plans, site elevation, and the materials that would be used throughout the project.

Erin Trumpeter, Landscape Architect/ Smith Group, discussed the planting and landscape, including an overview of the landscape palette.

Brett Kelly, Primary Architect/ Smith Group, provided a summary of comments received at the Design Review Board (DRB) meeting on April 16, 2019. He discussed signage and identification, strengthening of the buildings base, building entry and mid-block pedestrian crossing, and tree species that could be used in the project.

Principal Planner Rozzi highlighted the waivers and modifications that were requested by the project builder.

In response to Commissioner Tzang, Principal Planner Rozzi explained that the minimum height along Chestnut was put in place to accommodate mixed use residential. Mr. Katz added that the request of the DRB to add an element for verticality would be considered and materials chosen for the project were chosen to fit in the budget but also add durability to the building.

Chair Murphy discussed the potential pedestrian access on Antoinette. In response to Chair Murphy, Mr. Katz stated Antoinette would be lighter in traffic therefore beneficial for crossing. He stated the goal was to tie both sites together using a more monumental entry. He also noted that people could enter between the two buildings and a secondary lobby.

In response to Commissioner Shihadeh, Mr. Katz stated citizens would use a different entrance from police officers.

In response to Commissioner Evans, Mr. Katz discussed the canopy over police parking and protection of the police vehicle fleet. He stated the fence around the building would be 10 feet tall. Mr. Kelly stated the distance from the back door to the cars was 70 feet.

In response to Vice Chair Wong, Mr. Katz stated that there were no underground parking spots for the police facility. Principal Planner Rozzi stated that the Civic Campus was planned to be designed around three stories. Mr. Katz stated that citizens could park along both sides Antoinette or in the Civic Campus parking lot. Mr. Kelly, Primary Architect/Smith Group, stated that the primary antenna would be fastened to the northwest corner of the main building.

Commissioner Faria stated he thought the police facility should be independently identifiable and match the civic center.

Commissioner Bernardo voiced his approval of the design of the police facility.

MOTION

Vice Chair Wong moved and Commissioner Tzang seconded a motion that the planning commission accept the design review, waivers and modification requests recommended by the chief planner for zoning standards and provide schematic design comments for the City Council's consideration subject of the attached findings of approval per Title 20 of the City of South San Francisco Municipal code. The question was called and the motion carried 7-0-0.

PUBLIC HEARING

3. Report regarding acceptance of the 2018 Housing Element Annual Progress Report. (Tony Rozzi, Principal Planner)

Principal Planner Rozzi gave a brief overview of the report on the progress of the housing element. He discussed the Regional Housing Needs Allocation, the number of units allocated to the City, reporting process, sites that were in the pipeline, and the programs to be a part of the housing element.

In response to Chair Murphy, Principal Planner Rozzi explained that the Rotary Senior Housing project was not included in the 2018 report low-income housing since it was moving into the building permit phase and counted during the 2017 reporting cycle.

In response to Vice Chair Wong, Principal Planner Rozzi stated the State was working to help cities meet their housing needs by expediting the review and building process which would help South San Francisco meet its low-income housing allocations. He stated there were 12 ADU's that were counted as moderately affordable.

In response to Commissioner Shihadeh, Principal Planner Rozzi discussed how the State delegated Regional Housing Needs Assessment (RHNA) to each City.

Commissioner Evans discussed the impact of RHNA on the City of South San Francisco and the importance of educating the public on affordable housing allocations. Principal Planner Rozzi explained that RHNA was based on the economic contributions that South San Francisco was responsible for in the County. He discussed Program 3-4b. Commissioner Evans thanked staff for its work on the Housing Element report and urged more focus be placed on affordable units.

Chair Murphy noted the availability of the report to the public to better educate the community on the process.

5. Report regarding consideration of an application for a Use Permit, Design Review, Sign Permit, and Transportation Demand Management Plan for a new clinic and medical services building at 225 Spruce Avenue, and determination that the project is categorically exempt from CEQA. (Justin Shiu, Consultant Planner and Sailesh Mehra, Planning Manager)

Consultant Planner Shiu presented the staff report including project location, design of the building, approval request summary, general plan/ zoning conformance, parking and trip generation, comparable parking, design review, CEQA analysis, and staff recommendation.

Commissioner Faria discussed the optimism of the parking availability for the project.

In response to Chair Murphy, Consultant Planner Shiu stated the parking needs of other medical buildings were being met. Principal Planner Rozzi explained that the City's parking restrictions had become more lenient over the history of the building and he noted that a below ground parking garage could be detrimental to the projects budget.

Commissioner Faria noted the bus route that ran adjacent to the building and difficulties comparing the project to similar projects.

Commissioner Shihadeh reflected on his experience with parking space near the project and the impact the project would have on the community's parking.

In response to Commissioner Evans, Johnson Wong, CFO, Northeast Medical Services, described the types of medical services available in the facility. Commissioner Evans noted the parking issues that would arise and the impact it would have on the surrounding area. Mr. Wong stated many of the patients used public transportation to get to the medical facility. Commissioner Evans noted the need for the medical services and an efficient parking situation.

Commissioner Tzang expressed concern about parking. Frank Fung, ED2 International Architects, explained the parking analysis and the floor plan of the project. Commissioner Tzang discussed potential options for more efficient parking.

In response to Vice Chair Wong, Consultant Planner Shiu stated a conditional use permit would be required for the project with a clinic on the ground floor. Principal Planner Rozzi added that the conditional use permit would provide for parking relief and that existing conditions and parking standards would be grandfathered in. Mr. Fung, noted that adding a parking level would only free up a few spots.

Mr. Fung informed Commissioner Tzang that the parking entrance was recommended by the DRB to keep traffic from being channeled down Third Lane. Commissioner Tzang suggested a way to add parking spots to the plans. Mr. Fung noted that his suggestion would only add one spot and that the parking surveys covered multiple times and spaces.

Commissioner Shihadeh voiced his concern for traffic impact on the residents and neighborhood surrounding the project. Principal Planner Rozzi discussed the parking situation in the downtown area.

Mr. Fung responded to Vice Chair Wong that there were 11 spots before suggested plan changes after DRB.

Chair Murphy asked if information would be provided to patients regarding alternative modes of transportation. Mr. Wong stated patients could receive information via member services and call centers. Chair Murphy noted the fence

around the parking lot and suggested implementing a less invasive fence or complete removal of the fence. Mr. Fung stated that the fence could be augmented to different styles and that security requirements for the pharmacy may require the fence.

Vice Chair Wong questioned the parking. Mr. Fung explained that the floor area was calculated under the minimum FAR and the plans were changed after that calculation.

In response to Commissioner Faria, Mr. Wong stated the pharmacy would be open to the public.

Commissioner Wong questioned the number of dental patients. Mr. Wong discussed provider patient capacity and that shuttles could be arranged for employees to park at other locations.

Chair Murphy asked about signage. Consultant Planner Shiu discussed proposed signs and noted that there were no special exceptions.

Planning Manager Mehra informed the Planning Commission that it could continue the item to a future date to allow staff to work with the developer to increase efficiencies of the project.

Commissioner Tzang noted that a parking solution that would please the Planning Commission was unlikely and voiced his concern for continuing the item.

Chair Murphy questioned whether it would be beneficial to continue the item.

Commissioner Faria discussed the parking overflow and current parking lot usage. He voiced his support for continuing the discussion to a later date.

Vice Chair Wong indicated support to continue the discussion to ensure the parking issues were solved.

Chair Murphy discussed balancing the existing and future downtown development impacts on the downtown community.

Planning Manager Mehra noted that staff would work with the developers to address the Planning Commission's concerns.

7. Appoint members of the Planning Commission to the Housing Standing Committee.

Planning Manager Mehra discussed the appointment of Planning Commission members to the Housing Standing Committee and the meeting duties.

Commissioner Faria discussed the responsibilities and his time on the Housing Standing Committee.

Vice Chair Wong also reflected on his time on the Housing Standing Committee.

Commissioner Shihadeh volunteered to be on the Housing Standing Committee.

Commissioner Evans volunteered to be on the Housing Standing Committee.

Commissioner Faria volunteered to be an alternate on the committee.

MOTION

Chair Murphy moved and Commissioner Faria seconded a motion to appoint Commissioner Evans to the Housing Standing Committee. The question was called and the motion carried unanimously.

MOTION

Chair Murphy moved and Commissioner Tzang seconded a motion to appoint Commissioner Shihadeh to the Housing Standing Committee. The question was called and the motion carried unanimously.

MOTION

Chair Murphy moved and Commissioner Evans seconded a motion to appoint Commissioner Faria as an alternate to the Housing Standing Committee. The question was called and the motion carried unanimously.

ITEMS FROM STAFF

8. Planning Application Activity List.

Planning Manager Mehra described the Application Activity List. He added that Chair Murphy's suggestion of a description of all the projects' location could be added to the list.

Principal Planner Rozzi noted the General Plan Joint Session with City Council on April 29, 2019.

In response to Commissioner Shihadeh, Planning Manager Mehra provided an update on the Safeway development, noting that it was no longer being marketed for sale but was being prepared for repurposing. He noted that permits would be issued once the revised drawings were received and those would be valid for 90 days until the project commenced. He informed Chair Murphy that the developers intended to develop the project in a timely manner. Planning Manager Mehra informed Commissioner Evans that the development agreement extension had expired. Assistant City Attorney Chan reminded the Planning Commission of the Brown Act and suggested the item be added to a future agenda.

ITEMS FROM THE PUBLIC

None.

ADJOURNMENT

Chair Murphy adjourned the Planning Commission meeting at 9:09 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