



MINUTES
APRIL 16, 2020
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 Wong, Vice Chair Evans, Commissioners Bernardo, Faria, Murphy, Tzang, and Shihadeh

STAFF PRESENT:

Sailesh Mehra, Planning Manager, Michele Clary, Clerk to the Planning Commission, Claire Lai, Assistant City Attorney, Tony Rozzi, Principal Planner, Gaspare Annibale, Associate Planner, and Stephanie Skangos, Associate Planner

AGENDA REVIEW

No changes.

ORAL COMMUNICATIONS

None.

CONSENT CALANDER

1. Approval of the regular meeting minutes of February 20, 2020
2. Approval of the regular meeting minutes of March 5, 2020

MOTION

Commissioner Murphy moved and Commissioner Tzang seconded a motion to approve the Consent Calendar as amended. The question was called and the motion carried unanimously.

PUBLIC HEARING

3. Report regarding a Conditional Use Permit, Design Review, and Waivers and Modification request for the Community Civic Campus Park and Recreation Joint Facility design at the northeast corner of El Camino Real and Chestnut Avenue (APNs 011-326-030, 093-331-070, 093-331-080, 093-330-040, and 093-312-050) subject to Title 20 of the South San Francisco Municipal Code and determination that the project is consistent with an adopted Supplemental Environmental Impact Report per CEQA. (Tony Rozzi, Principal Planner)

Chair Wong opened the hearing at 7:09 p.m.

Principal Planner Rozzi presented the staff report.

Ken Litwin and Erin Trompeter, Smith Group, provided a summary of the project; exterior design including playground concepts, El Camino Real Entrance, and ADA Parking locations; building renderings; and Council Chambers design.

Commissioner Tzang asked if the wall would be used for seating. Ms. Trompeter discussed the wall at the front entrance of El Camino Real stating it would not be created for seating. Commissioner Tzang stated he preferred the option with stairs. Ms. Trompeter stated the stairs were removed in order to provide one entry for all users for inclusivity. She reminded the Commission that the parking side would see 90% of the entries and discussed the need for handrails on the ramp.

Commissioner Murphy asked about the façade pattern. Mr. Litwin explained the required percentage to meet Title 24 energy modeling. Commissioner Murphy asked about parking in the BART right of way. Principal Planner Rozzi discussed the Code restriction on parking for the Centennial Trail and indicated the project would not impact the Trail.

Commissioner Shihadeh asked about the atrium between the library and conference center area. Mr. Litwin discussed efforts to retain an open and transparent look.

Commissioner Faria recalled the lack of funding for the parks. Ms. Trompeter explained the need for funding and grant applications for the playground.

Chair Wong stated the playground would be built it was just a matter of when funding was available. Ms. Trompeter explained efforts to determine the desired concept in order to design. Chair Wong asked the proposed cost. Mr. Litwin discussed efforts to have the park on Day One.

Vice Chair Evans asked if the landscaping was included in the original project. Ms. Trompeter confirmed that all plantings surrounding the playground were included in the base bid. Vice Chair Evans asked the distance from the ADA parking in the garage to the Council Chambers. Ms. Trompeter estimated the distance as 275 feet. Vice Chair Evans asked if the ADA parking on Antoinette could be increased. Mr. Litwin stated the City had decided on three spaces.

Chair Wong stated he liked the design and asked if the Design Review Board comments had been incorporated, particularly the green screen. Mr. Litwin discussed the three options of planted wall, green screen, or metal panel. He stated the City Manager requested the green screen. Chair Wong agreed with the idea of live plantings.

Chair Wong closed the public hearing at 7:55 p.m.

MOTION

Commissioner Murphy moved and Commissioner Faria seconded a motion to determine that the proposed Community Civic Campus Park and Recreation Joint Facility project is consistent with the adopted 2017 Supplemental Environmental Impact Report under CEQA, and approving a Conditional Use Permit, Design Review, and Waivers and Modifications request for the project subject to the Findings of Approval and Conditions of Approval. The question was called and the motion carried unanimously.

4. Report regarding a request for a Conditional Use Permit to operate a Cannabis Delivery-Only Operation at 337 Littlefield Avenue in the Mixed industrial (MI) Zoning District in accordance with Title 20 of the South San Francisco Municipal Code and determination that the project is categorically exempt from CEQA. (Gaspere Annibale, Associate Planner).

Associate Planner Annibale presented the staff report including history, process, project location, project proposal, requirements and zoning analysis.

Chair Wong opened the public hearing at 7:58 p.m.

Commissioner Bernardo asked how many employees would be working per shift. Amber Norwood, applicant, stated there would be 4-6 employees per shift.

Commissioner Murphy thanked the applicant for the thorough information.

Commissioner Shihadeh asked how many cannabis delivery businesses were in and around South San Francisco. Ms. Norwood discussed the screen grab of unlicensed delivery operations. Commissioner Shihadeh asked if the businesses were operating illegally. Sgt. Rudis discussed illicit operators in town and explained the weed maps.

Vice Chair Evans asked if the applicant was a retail operator. Ms. Norwood discussed their operations throughout California. Vice Chair Evans asked if there was a video recording in addition to GPS tracker and voice recorder. Sgt. Rudis discussed mandated technologies.

Commissioner Faria asked about State licensing. Christopher Bloom explained the backlog of State licensing and process.

Chair Wong asked if there would be a six-month review. Planning Manager Mehra discussed the requirement for an annual permit at which time practices would be reviewed.

Chair Wong closed the hearing at 8:17 p.m.

MOTION

Chair Wong moved and Commissioner Murphy seconded a motion to make findings and determine the project was exempt under CEQA and to approve the Conditional Use Permit request to operate a delivery-only cannabis business for a term of five years, expiring in 2025. The question was called and the motion carried unanimously.

5. Report regarding a resolution recommending the City Council adopt an ordinance amending Title 20 of the South San Francisco Municipal Code to modify regulations pertaining to Accessory Dwelling Units and determining that the project is categorically exempt from the California Environmental Quality Act (CEQA). (Gaspare Annibale, Associate Planner & Stephanie Skangos, Associate Planner)
- 5a. Resolution recommending that the City Council adopt an ordinance amending Title 20 (Zoning) of the South San Francisco Municipal Code pertaining to accessory dwelling units.

Chair Wong opened the public hearing at 8:18 p.m.

Commissioner Tzang recused himself and left the meeting.

Associate Planner Skangos presented the staff report including previous South San Francisco Code, new State Code, and suggested revisions.

Commissioner Murphy asked what the City was proposing beyond the requirements of State legislation. Associate Planner Skangos explained the City's proposals based on current State regulations. Commissioner Murphy asked if ADU applications could be submitted with new development. Associate Planner Skangos stated they could be submitted together for single family lots.

Chair Wong closed the hearing at 8:35 p.m.

MOTION

Commissioner Murphy moved and Commissioner Bernardo seconded a motion to adopt a resolution recommending the City Council adopt an ordinance amending Title 20 of the South San Francisco Municipal Code to modify regulations pertaining to Accessory Dwelling Units and determining that the project is categorically exempt from the California Environmental Quality Act (CEQA). The question was called and the motion carried 6-0, Commissioner Tzang absent.

Commissioner Tzang returned to the meeting.

ITEMS FROM STAFF

6. Staff to give update on temporary modified hours for Costco on El Camino Real.

Planning Manager Mehra provided an update on Costco's modified temporary hours and the condition to notify the residents.

ITEMS FROM THE PUBLIC

None.

ADJOURNMENT

Chair Wong adjourned the Planning Commission meeting at 8:37 p.m.

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

Alan Wong, Chairperson
Planning Commission
City of South San Francisco

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