

COMMISSION MEMBERS  
Dianne Whitaker, Chair  
Mike Etheridge, Vice Chair  
John Ebnetter  
Ramiro Maldonado  
Ellen Mallory

# CITY OF SAN MATEO

## Regular Meeting Minutes

### Planning Commission

City Hall  
330 W. 20th Avenue  
San Mateo CA 94403  
www.cityofsanmateo.org

Tuesday, November 27, 2018  
City Hall Council Chambers 7:00 PM  
Regular Meeting

#### CALL TO ORDER

Pledge of Allegiance

Roll Call

**Present** 5 - Chairperson Dianne Whitaker, Vice Chair Mike Etheridge, Commissioner John Ebnetter, Commissioner Ramiro Maldonado Jr., and Commissioner Ellen Mallory

#### CONSENT CALENDAR

[2019 Planning Commission Calendar](#)

Commissioner Maldonado motioned to approve 2019 Planning Commission Calendar.  
The motion was seconded by Commissioner Mallory and approved unanimously on a voice vote (5-0).  
**Approved**

#### PUBLIC COMMENT

The Chair opened the public comment period. There being no speakers, the public comment period was closed.

#### STUDY SESSION

1. [180 E. 3rd Ave., Office and Retail Pre-Application \(PA-2018-026\)](#)

Rendell Bustos, Associate Planner, presented the project with a PowerPoint presentation. Marcus Gilmour of Lane Partners and Evan Sockalosky of Arc Tec also presented the project with a PowerPoint presentation.

**Commission Questions and Answers from Applicant/Staff:**

The Commission asked questions pertaining to completion of the next downtown parking survey, the actual in-lieu fee which was established by the City Council, the two other downtown projects that had not provided parking on site but only paid the parking in-lieu fee, and clarifying the fact that the commercial linkage fee to all square footage of the building.

The Commission asked about the mix of retail and office square footage, which the applicant is currently refining. Also, about the possibility of providing underground parking, to which the applicant indicated that the need for curb cuts and ramps would make underground parking problematic.

**Public Speakers:** Drew, San Mateo.

**Public Comments:** Suggest a 45° angle corner similar to Walgreens, recessing the entry/exit, adding a closed cover/awning, and sidewalk with easements.

**Commission Questions and Answers from Applicant/Staff:**

The Commission asked questions to clarify issues related to trash removal, removal of street trees (one), rooftop mechanical screening, sustainability measures and use of union labor. These questions were answered by the applicant.

The Commission had questions related to the Limited Parking Zone, and what City imposed restrictions applied. Staff responded by indicating that only visitor/customer spaces could be provided, and only with approval of a Special Use Permit. The intent in the area is to limit, not encourage parking.

**Commission Comments:**

- Appears to be consistent with Downtown Plan goal of establishing downtown as social, cultural and economic center of the City.
- Small size of the parcel makes providing parking on site infeasible.
- While under the purview of the City Council, the in lieu fee per parking space seems low compared to the actual cost of building a space.
- Would like to see residential on the top floor.
- Where will people park if they don't use transit?
- Building fits in well with downtown, but look at additional building enhancements consistent with the historic nature of downtown.
- Would like to have more details about construction, need to make sure street closures/diversions the downtown are minimized.
- Like the sidewalk treatment on Third Ave, but Ellsworth St sidewalk needs to maximize pedestrian through zone (walking area).
- The extensive use of stucco does not appear to be in keeping with the historic nature of downtown, examine use of stone or brick.
- Concerned about the visual impact of rooftop screening.

**REPORTS AND ANNOUNCEMENTS**

- Listed the day, time and location of the numerous General Plan workshops taking place this week, in addition to the one held Monday night.
- December 11 Planning Commission meeting cancelled.
- First meeting in 2019, January 8 will include 303 Baldwin (Trag's) and Waters Park Residential, both are public hearing items.
- Saturday December 1 Bicycle Master Plan open house.
- On behalf of the staff, thank you to the Planning Commission for your volunteer hard work, a number of projects and studies had been reviewed in 2018, look forward to working with you in 2019.

**ADJOURNMENT**

The meeting was adjourned at 8:42 p.m.