



Mary Lou Johnson, *Chair*
Kevin Chase, *Vice Chair*
Rick Biasotti
Marie Kayal
Sujendra Mishra
Perry Petersen
Joe Sammut

**MINUTES
PLANNING COMMISSION MEETING**

January 19, 2016

7:00 p.m.

Meeting location: Senior Center, 1555 Crystal Springs Road, San Bruno

CALL TO ORDER at 7:03 pm.

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Chair Johnson	X	
Vice Chair Chase		X
Commissioner Biasotti	X	
Commissioner Kayal	X	
Commissioner Mishra	X	
Commissioner Petersen		X
Commissioner Sammut	X	

STAFF PRESENT:

Planning Division:

Community Development Director: David Woltering
Senior Planner: Michael Smith
Associate Planner: Matt Neuebaumer
Community Development Technician: Brian Paland

ROLL CALL

PLEDGE OF ALLEGIANCE: Commissioner Sammut

1. APPROVAL OF MINUTES (November 17, 2015) – Sammut/Biasotti

VOTE: 5-0
AYES: Commissioners Mishra, Kayal, Johnson, Sammut, Biasotti
NOES: None
ABSTAIN: None

APPROVAL OF MINUTES (December 15, 2015) – Biasotti

VOTE: 5-0
AYES: Commissioners Kayal, Johnson, Mishra, Sammut, Biasotti
NOES: None
ABSTAIN: None

2. COMMUNICATION – None

3. PUBLIC COMMENT – None

4. ANNOUNCEMENT OF CONFLICT OF INTEREST – None

5. PUBLIC HEARINGS:

A. 460 Hazel Avenue (APN: 020-271-250)

Request for a Use Permit to allow the construction of a 111 sq. ft., two-story addition at the north side of the building, resulting in a gross floor area of 2,935 sq. ft. (.587 FAR) where 2,750 sq. ft. (.55 FAR) is allowed and providing only one (1) parking space for the expansion of a residence that is greater than 1,825 sq. ft. per Sections 12.200.030.B.2. and 12.200.080.A.2. of the San Bruno Municipal Code. Ellen Hartog (Applicant) Kevin and Silvia Martinez (Owners) **UP-15-025.**

Senior Planner Michael Smith: Presented Staff Report.

Staff recommends that the Planning Commission approve Use Permit 15-025 based on Findings 1-6, and subject to Conditions of Approval 1-26.

Questions for Staff: None

Public Hearing Opened

Ellen Hartog (Designer/Applicant): Noted that particular care was taken to address the neighbor's privacy and light by keeping the massing to a minimum and not locating any windows directly adjacent to the neighboring property. The architectural style and features of the addition match those of the existing home.

Public Hearing Closed

Motion to approve Use Permit 15-025 based on Findings 1-6, and subject to Conditions of Approval 1-26.

Commissioners Mishra/Biasotti

VOTE: 5-0
AYES: All Commissioners present
NOES: None
ABSTAIN: None

Findings

- 1. Will not under the circumstances of the particular case, be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use. (SBMC 12.112.050.B.1)**

With the condition that the applicant obtain a building permit prior to construction, the home will be constructed according to the California Building Code (CBC) and, therefore, will not be detrimental to the health, safety and general welfare of the persons residing in the neighborhood.

- 2. Will not be injurious or detrimental to property and improvement in the neighborhood or to the general welfare of the city. (SBMC 12.112.050.B.2)**

The applicant is proposing an addition that will be located on the north side of the building. The proposal will benefit the City and the surrounding neighborhood by improving the property in a well-designed manner and by making it more difficult to add an unwarranted second dwelling unit at the ground floor of the building. Therefore, staff finds that the project will not be detrimental to improvement in the neighborhood or to the general welfare of the City.

Regarding parking, the project is required to provide one additional parking space as required by the Municipal Code. The applicant is seeking a Use Permit to not provide the one additional parking space. The proposed addition would not add bedrooms to the building; therefore, it is presumable that the project would not result in additional occupants and by extension it would not result in increased demand for neighborhood parking. Furthermore, there is an existing parking pad located on the north side of the driveway that provides an additional parking space. This parking space does not count as a legal parking space because the S.B.M.C. requires that the required parking spaces be covered.

- 3. That the proposed development is consistent with the general plan. (SBMC 12.108.040.H)**

The San Bruno General Plan designates the property as a Low-Density Residential district. The existing single-family dwelling is consistent with the General Plan designation.

General Plan Policy LUD-3 states, "protect the residential character of established neighborhoods by ensuring that new development conforms to surrounding design and scale." The design of the project reinforces the residential character of the neighborhood.

- 4. That the proposed development, as set forth on the plans, will not unreasonably restrict or interfere with light and air on the property and on other property in the neighborhood, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood, or impair the value thereof; and is consistent with the design and scale of the neighborhood. (SBMC 12.108.040.D)**

The project would not unreasonably restrict light and air to adjacent properties because it would measure only two-stories in height and it would maintain a 6'-0" side setback from the adjacent property to the north.

- 5. That the general appearance of the proposed building, structure, or grounds will be in keeping with the character of the neighborhood, will not be detrimental to the orderly and harmonious development of the city, and will not impair the desirability of investment or occupation in the neighborhood. (SBMC 12.108.040.G)**

The proposed addition would utilize stucco cladding and composition shingle roofing material, which is consistent with the existing home and the immediate neighborhood. The proposed expansion also meets the lot coverage, setback, and height requirements of the zoning district. Therefore, staff finds that the general appearance of the proposed addition will be in keeping with the character of the neighborhood and will not be detrimental to the City.

- 6. That any proposed single-family or two-family dwelling conforms to the basic design principles of the residential design guidelines as adopted by resolution by the city council and as may be revised from time to time. (SBMC 12.108.040.1)**

Staff finds that the proposed addition conforms to the basic design principles of the Residential Design Guidelines. The Residential Design Guidelines recommend selecting materials and roof forms that are consistent with the existing building and the neighborhood. In this instance, the addition would incorporate materials that match the existing building's exterior finishes, would have a slanted roof form, and would have windows on the sides to add visual interest. Additionally, the addition would be minimally visible from off-site because it would be set back 6'-0" from the north side property line and 45'-10" from the front property line.

CONDITIONS OF APPROVAL

Community Development Department

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Community Development Department within 30 days of Planning Commission approval. Until such time as the Summary is filed, Use Permit 15-025 shall not be valid for any purpose. Use Permit 15-025 shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date.
2. The signed copy of the Summary of Hearing shall be photocopied and included as a full size page in the Building Division set of drawings.
3. The request for Use Permit shall be built according to plans approved by the Planning Commission on January 19, 2016 labeled Exhibit C except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
4. The applicant shall obtain a City of San Bruno building permit before construction can proceed. The operation of any equipment or performance of any outside construction related to this project shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 7:00 a.m. to 10:00 p.m. or exceed 60 decibels (as measured at 100 feet) from 10:00 p.m. to 7:00 a.m.
5. Prior to Final Inspection, all pertinent conditions of approval and all improvements shall be completed to the satisfaction of the City of San Bruno.

6. The home shall be used only as a single-family residential dwelling unit. No portion of any residence shall be rented out as a secondary residential dwelling unit. The rental of a room does not qualify as a secondary dwelling unit. Any attempt to construct an illegal dwelling unit will result in Code Enforcement action by the City. This condition of approval shall be disclosed at the point of sale to the consumer and shall be recorded against each property.
7. The garage shall be used for the storage of motor vehicles and shall not be used as habitable living space as defined in the California Building Code. The residence must have the ability to park the required number of vehicles in the designated garage area. Failure to conform to this condition is grounds for code enforcement action, which may result in substantial code compliance costs to bring the garage back into conformance.
8. Prior to securing a building permit, the applicant, owner, and general contractor shall meet with Planning, Building, and Public Services staff to ensure compliance with the conditions of approval during the construction process.
9. Prior to Final Inspection, the site shall be landscaped according to the plans approved by the Planning Commission on January 19, 2016 and any site landscaping damaged during construction shall be replanted to the satisfaction of the Community Development Director.
10. FAA notification and approval is required prior to building permit issuance. Alternatively, the City has established an exemption form, which may be submitted to the City in-lieu of FAA notification.
11. The applicant shall indemnify, defend, and hold harmless the City, its officers, employees and agents, from any and all claims and lawsuits from third party(s) involving or related to the City's consideration and/or approval of the applicant's application for development.
12. Comply with the 2013 California Codes, including the California Residential Code.

Public Services Department

13. The front property line is located 2.0 feet behind the sidewalk at 460 Hazel Avenue. No fences, retaining walls, or other permanent structure shall be placed or constructed within 2.0 feet from the back of sidewalk along Hazel Avenue. S.B.M.C. 8.08.010.
14. The building permit plans shall include a site plan that shows all property lines, setbacks and easements, and all existing and proposed grading and drainage improvements. All unpaved areas shall be graded to slope at 1% or more. All paved areas shall be graded to slope at 0.5% or more. All grading and drainage work shall conform to the current NPDES requirements. S.B.M.C. 12.16.020.
15. Show on the plans flow line diagrams for cold water lines, hot water lines, gas lines, and sanitary sewer lines to include all existing and proposed systems in accordance with the applicable California Building Code 2013.
16. If not present, the applicant shall install a sanitary sewer lateral clean out at property line per City Standards Detail SS-02, dated Aug 2011. Older clean outs not meeting current City standards shall be replaced.

17. All damaged curb, gutter, sidewalk or driveway in the public right-of-way fronting the property shall be removed and replaced. Remove and replace all damaged and/or broken sidewalk at front of property for all locations where there are any raised or offset concrete sections greater than or equal to ¾-inch. S.B.M.C. 8.12.010.
18. Prior to final inspection, paint the address number on face of the curb near the driveway approach with black (4 inch or larger) lettering on a white background. Add a note showing the location where the street address will be painted.
19. Obtain an Encroachment Permit from Public Services Department prior to commencing any work within the City's public right-of-way. S.B.M.C. 8.16.010. The Encroachment Permit shall be issued prior to issuance of a building permit.
20. An erosion control plan and storm water pollution prevention plan is required. The applicant shall show existing storm drain inlets and other storm water collection locations protected by silt screens or silt fence. The work shall conform to the current NPDES requirements. S.B.M.C. 12.16.020.
21. Show on plans how storm water shall be collected from downspouts and other on-site drainage and drained into landscaping or collected through an under sidewalk curb drain to the gutter per City Standard Detail ST-03. Foundations shall be protected from storm water. Drainage into adjacent properties shall not be allowed. Indicate any pipes, swales, or applicable ground percolation treatments as necessary and confirm that the new stairwell structure will not block existing surface drainage patterns.
22. Should the project create and/or replace 2,500 square feet or more of impervious surface, the project must include one of the required C.3.i site Design Measures as required by the Municipal Regional Permit. A C.3.i. Checklist must also be completed and submitted for review.
23. Perform a water demand calculation based on the requirements in Chapter 6 of the California Plumbing Code to confirm that the existing ¾-inch water meter is sufficient to serve proposed water demand. If existing meter is undersized a new meter is required. Applicant shall pay water and sewer capacity charges based on the size of the water meter installed along with materials and installation of an upgraded water meter. S.B.M.C. 10.14.020/110. Indicate on the plans the location of the existing water meter and the available water pressure at the property.

Fire Department

24. Address numbers to be at least four (4) inches in height, of a contrasting color to the background, and must be lighted during the hours of darkness.
25. Provide hard-wired smoke detectors with battery backup as required by building code.
26. Provide spark arrester for chimney if not currently in place.

B. 1250 Grundy (APN: 020-011-290)

Request for an amendment to a Development Plan, a Planned Development Permit, and an Architectural Review Permit to allow the construction of a new 67,586 square foot, three-story, office building with 215 parking spaces per Chapter 12.136, 12.96.190, and 12.108 of the San Bruno Municipal Code, and the adoption of a Mitigated Negative Declaration. NewGround (Applicant), San Francisco Police Credit Union (Property Owner). PD12-001, PDP12-002, AR16-002

Associate Planner Neuebaumer: Presented Staff Report

Questions for Staff – None

Applicant: Noted that they have been working closely with City staff on this project and that the San Francisco Police Credit Union accepts the conditions of approval as recommended by staff. Anticipated growth over the years should result in 210 occupants. Anticipates that construction will take 18 to 24 months with completion in the first quarter of 2018.

Dean Wilcox/Applicants Representative: Thanked City representatives for working with them to make this a great project. Discussed design details, including vehicular circulation and parking on the site. Also, discussed proposed architectural details and features. Indicated that the office use more closely meets the highest and best use for the property when compared with the previous restaurant use.

Commissioner Biasotti: Thanked the applicant for providing clear and detailed renderings.

Public Hearing Opened

No additional public comments were received.

Public Hearing Closed

Planning Commission Discussion – None

Motion to adopt Resolution 2016-01 recommending the City Council adopt the Draft Mitigated Negative Declaration and Mitigation Monitoring and Report Program.

Commissioner Biasotti/Mishra

Roll Call Vote: 5-0

AYES: Chair Johnson, Commissioners Sammut, Biasotti, Mishra, Kayal
NOES: None
ABSTAIN: None

Motion to adopt Resolution 2016-02, recommending the City Council approve an amendment to the Development Plan.

Commissioner Kayal/Mishra

Roll Call Vote: 5-0

AYES: Chair Johnson, Commissioners Sammut, Biasotti, Mishra, Kayal

NOES: None

ABSTAIN: None

Motion to adopt Resolution 2016-03, recommending the City Council approve Planned Development Permit 12-002 and Architectural Review Permit 16-002.

Commissioner Sammut/Mishra

Roll Call Vote: 5-0

AYES: Chair Johnson, Commissioners Sammut, Biasotti, Mishra, Kayal

NOES: None

ABSTAIN: None

7. DISCUSSION

A. CITY STAFF DISCUSSION:

Volunteers for the February 11, 2016 ARC meeting: Commissioners Kayal, Biasotti, and Johnson (as back-up) identified.

B. PLANNING COMMISSION DISCUSSION:

Chair Johnson: Requested nominations for new Planning Commission Chair and Vice Chair.

Motion to appoint Rick Biasotti to Planning Commission Chair.

Commissioners Mishra/Kayal

VOTE: 5-0
AYES: All Commissioners present
NOES: None
ABSTAIN: None

Motion to appoint Marie Kayal to Planning Commission Vice Chair.

Commissioners Sammut/Mishra

VOTE: 5-0
AYES: All Commissioners present
NOES: None
ABSTAIN: None

8. ADJOURNMENT

Meeting was adjourned at 7:46 pm

David Woltering
Secretary to the Planning Commission
City of San Bruno

Mary Lou Johnson, Chair
Planning Commission
City of San Bruno

NEXT MEETING: February 2, 2016