



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

**DRAFT  
MINUTES  
PLANNING COMMISSION MEETING**

**August 18, 2015**

**7:00 p.m.**

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

**CALL TO ORDER at 7:04 pm.**

**ROLL CALL**

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

**STAFF PRESENT:**

Planning Division:

Community Development Director: David Woltering  
Long Range Planning Manager: Mark Sullivan  
Contract Associate Planner: Paula Bradley  
Community Development Technician: Brian Paland

**ROLL CALL**

**PLEDGE OF ALLEGIANCE:** Director Woltering

**1. APPROVAL OF MINUTES (July 21, 2015) – Chase/Biasotti**

VOTE: 6-0  
AYES: Commissioners Chase, Sammut, Biasotti, Petersen, Mishra, Johnson  
NOES: None  
ABSTAIN: None

**2. COMMUNICATION – None**

**3. PUBLIC COMMENT – None**

**4. ANNOUNCEMENT OF CONFLICT OF INTEREST – None**

**5. PUBLIC HEARINGS:**

**A. 1005 Crystal Springs**

**Request for a Use Permit to allow two San Mateo Adult Education classes to use the existing church facilities at 1005 Crystal Springs Road, per Sections 12.96.060.C.1, of the San Bruno Municipal Code. Larry Teshara, San Mateo Adult School (Applicant) and Pastor Dave Clark, First Baptist Church of San Bruno (Property Owner) UP-15-018.**

*Contract Associate Planner Bradley:* Presented Staff Report.

Staff recommends that the Planning Commission approve Use Permit 15-018 based on Findings 1-3 and Conditions of Approval 1-7, with replacement language for Condition 4.

Questions for Staff

*Commissioner Petersen:* Asked about the incompleteness of Condition 4.

*Contract Associate Planner Bradley:* Condition 4 is being replaced with *the applicant shall provide notice to employees and students to strongly encourage parking within the church's 17 space parking lot.*

*Director Woltering:* Condition 4 was cut off inadvertently in the staff report distributed to the Commission, but will instead be replaced with the language discussed in the Staff presentation.

*Larry Teshara (Applicant):* Spoke about the history and attendance of the San Mateo Adult School program. He indicated that the English as a Second Language Program has a long-standing and positive record in San Bruno. Unfortunately, the program is no longer able to use the facilities at St. Bruno's church and must find a new home.

**Motion to approve Use Permit 15-018 based on Findings 1-3 and Conditions of Approval 1-7.**

**Commissioners Chase/Mishra**

VOTE:	6-0
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)**

The proposed classes will utilize existing facilities at the church and the use is consistent with the historic and ongoing uses allowed at the church without a use permit. There will be no

expansion of the church buildings, facilities or grounds. There are no changes proposed to the exterior or interior of any structure that would require a building permit. A condition of approval restricts the maximum occupancy: for classroom no. 1 to 20 occupants and for classroom no. 2 to 28 occupants, a maximum 48 occupants. Operational hours are limited to those outlined in the project application: weekdays between the hours of 8:45 a.m. and 12:00 p.m. No other classes or activities shall be allowed on the site during these hours. Condition no. 7 requires an approved exit plan to meet the fire code requirements prior to occupancy. Therefore, the proposed use, as conditioned, will not be detrimental to the health, safety, morals, comfort and general welfare of persons residing or working 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 proposed classes will utilize existing facilities at the church and no expansion of the facilities or grounds is proposed. There is a separate existing 17-space parking lot (APN: 020-402-330) for on-site parking, owned by the church for this use. A condition of approval will require that students and employees associated with the classroom be notified and strongly encouraged to park in the existing church parking lot. Existing City services for water, wastewater and storm drainage will continue to be used. Therefore, staff determines that as conditioned, the project will not be injurious or detrimental to property and improvement in the neighborhood or to the general welfare of the City.

**3. That the proposed development is consistent with the general plan. (SBMC 12.108.050.B.3)**

The San Bruno General Plan designates the property as a Low-Density Residential district. The existing church and classroom use is consistent with the General Plan designation. The proposed classes will utilize existing facilities at the church consistent with the historic and ongoing uses, and no expansion of the facilities or grounds is proposed.

**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 or prior to occupancy whichever occurs first. Until such time as the Summary is filed, Use Permit 15-018 shall not be valid for any purpose.
2. The request for a Use Permit to allow two San Mateo Adult Education classes to use the existing church facilities at 1005 Crystal Springs Road, shall operate according to the applicant's operations statement, dated July 24, 2015, labeled Exhibit C, and as approved by the Planning Commission on August 18, 2015, 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.
3. Operational hours shall be limited to those outlined in the project application: weekdays between the hours of 8:45 a.m. and 12:00 p.m. No additional classes or activities shall be allowed on the site during these hours.
4. The applicant shall provide notice to employees and students to strongly encourage parking within the church's 17 space parking lot.

5. 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.

### **Fire Department**

6. Based upon the square footage provided in the application, for classroom no. 2 (576 square feet), the maximum occupancy shall be 28 people, and for classroom no. 1 (400 square feet), the maximum occupancy shall be 20 people, based upon 20 net formula. (CBC Table 1004.1.1).
7. Provide classroom layouts with exit travel and door placement for emergency egress for the Fire Marshall's review and approval prior to occupancy.

### **B. 818 Green Avenue**

**Request for a Use Permit to allow the construction of a 766 square foot addition to an existing one-story 944 square foot, single family residence, with a 245 square foot garage, which will increase the gross floor area of the existing home by greater than 50% (55%), per Sections 12.200.030.B.1, of the San Bruno Municipal Code. Benh and Chi Lama Trust (Applicant and Property Owner) UP-14-016.**

*Contract Associate Planner Bradley:* Presented Staff Report.

Staff recommends that the Planning Commission approve Use Permit 14-016 based on Findings of Fact 1-6 and Conditions of Approval 1-28.

Questions for Staff

*Commissioner Sammut:* Asked for clarification on the rear setback after the addition. The staff reports states 52' before and after the addition.

*Contract Associate Planner Bradley:* The staff report is incorrect. The setback would be less than 52' after the addition (31'6").

*Benh Lama (Owner):* Clarified the Staff Report that currently the home has 2 bedrooms and 1 bathroom..

**Motion to approve Use Permit 14-006 based on Findings 1-6 and Conditions of Approval 1 to 28.**

### **Commissioner Petersen/Mishra**

VOTE: 6-0  
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 would be constructed according to the California Building Code (CBC) and, therefore, would 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 architectural features of the project are compatible with the surrounding neighborhood. The project meets the setback, and height requirements of the zoning district. The applicant proposes to add a 766 square foot rear addition to an existing one story 1,331 square foot single family residence, including a 245-square foot garage and a 142 square foot shed, which will increase the gross floor area of the existing home by greater than 50% (55%). A Use Permit is required to allow the construction of an addition which increases the gross floor area of the existing home by greater than 50%. The cumulative floor area with the proposed 766 square foot addition will be 55% of the original 1,331 square foot residence. At 42%, it remains less than the maximum FAR (55%). The proposed floor area will be 2,097 square feet, where 2,750 square feet is the maximum allowable floor area.

The existing impervious area exceeds 60% of the front setback and the applicant will remove the impervious surface (concrete) so that it meets the zoning requirements. Proposed will be 40% impervious surface in the front yard setback, where 60% maximum is allowed. The total impervious surface on the site is proposed to be 56% where 80% is allowed. Therefore, staff determines that the project would not be detrimental to improvement in the neighborhood or to the general welfare of the City.

- 3. That the proposed development is consistent with the general plan. (SBMC 12.108.050.B.3)**

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 proposal would be complementary to other single-family homes in the area. The design of the project reinforces the residential character of the neighborhood.

## **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 14-016 shall not be valid for any purpose. Use Permit 14-016 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 to allow the construction of a 766 square foot addition to an existing one-story 944 square foot, single family residence, with a 245 square foot garage, shall be built according to plans approved by the Planning Commission on August 18, 2015, 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. 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. This condition of approval shall be disclosed at the point of sale to the consumer and shall be recorded against each property.
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. 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.
10. 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.

### **Building Division**

11. Comply with the 2013 California Codes, including the California Residential Code.
12. Plan shows existing gable roof slopes toward new exterior wall of addition. An evaluation of this condition is recommended. Clearly show a cricket design to shed storm water away from new wall or tie new roof to existing roof via California connection.
13. Obtain a building permit for the 142 square foot shed in the rear yard.

## Public Services

14. The front property line is located 2.0 feet behind the sidewalk at 818 Green Avenue. No fences, retaining walls, or other permanent structure shall be placed or constructed within 2.0 feet from the back of sidewalk along Elm Avenue. S.B.M.C. 8.08.010.
15. 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.
16. 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.
17. 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.
18. Planting of one 36-inch box size approved tree or payment to the in-lieu replacement tree fund per most current fee schedule is required. Tree shall be located on 818 Green Avenue per SBMC 8.24.060. At the current rate, the impact payment required is \$540. A separate tree-planting permit is required from Parks Division for any new street tree.
19. 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.
20. 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.
21. Obtain an Encroachment Permit from Public Works 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.
22. 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.
23. 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.
24. 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.

25. 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**

26. 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.
27. Provide hard-wired smoke detectors with battery backup as required by building code.
28. Provide spark arrester for chimney if not currently in place.

### **C. The Crossings Hotel Site**

**Request for the Planning Commission to adopt Resolution 2015-05 recommending that the San Bruno City Council approve an Amendment to the U.S. Navy Site And Its Environs Specific Plan related to The Crossing Hotel Site and the associated Supplemental Environmental Impact Report (Supplemental EIR) (SCH #99092026), pursuant to Sections 65450-65457 of the California Government Code (SPA-15-001). Owner: City of San Bruno.**

*Long Range Planning Manager:* Presented Staff Report.

Questions for Staff: None

Public Comment

*Ryan Mrsny (Kains Ave):* Asked if there is any legal impediment that would prevent the Commission from changing the proposed hotel use to another use compatible with Measure E.

*Director Woltering:* That type of action would require action by the City Council and an amendment to the General Plan and the Specific Plan.

Closed Public Comment

Commission Discussion

*Commissioner Petersen:* Regarding the Mitigation Monitoring Program outlined on page 5-3, the Staff Report indicates that the contractor shall implement the mitigation measures. How will the City ensure that these measures will be observed?

*Director Woltering:* Mitigation Monitoring will be addressed in the Conditions of Approval of a proposed project consistent with the Specific Plan Amendment.

*Commissioners Sammut, Petersen, and Chase:* Indicated disappointment that the original vision for the Hotel Site has been significantly “watered down,” given changes over time.

*Commissioner Biasotti:* It may be time to re-evaluate the use of the property

*Commissioner Mishra:* Indicated a desire to see the site built out soon.

*Chair Johnson:* Stated that the reduced vision for the hotel site was the result of changing economic conditions over time.

**Motion to adopt Resolution 2015-05 recommending that the San Bruno City Council approve an Amendment to the U.S. Navy Site And Its Environs Specific Plan related to The Crossing Hotel Site and the associated Supplemental Environmental Impact Report (Supplemental EIR) (SCH #99092026), pursuant to Sections 65450-65457 of the California Government Code (SPA-15-001).**

**Roll Call Vote: 6-0**

AYES:	Chair Johnson, Vice Chair Chase, Commissioners Sammut, Petersen, Biasotti, Mishra
NOES:	None
ABSTAIN:	None

**6. DISCUSSION**

**A. CITY STAFF DISCUSSION:**

Volunteers for the September 10, 2015 ARC meeting: Commissioner Biasotti, Chase, and Johnson identified.

**B. PLANNING COMMISSION DISCUSSION:**

None

**7. ADJOURNMENT**

Meeting was adjourned at 8:10 pm

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**David Woltering**  
Secretary to the Planning Commission  
City of San Bruno

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**Mary Lou Johnson, Chair**  
Planning Commission  
City of San Bruno

**NEXT MEETING: September 15, 2015**