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Planning Commission Members:

- Kumkum Gupta, 1st District
 - Frederick Hansson, 2nd District
 - Lisa Ketcham, 3rd District
 - Manuel Ramirez, Jr., 4th District
 - Carlos Serrano-Quan, 5th District
-

MEETING NO. 1742
WEDNESDAY, NOVEMBER 29, 2023
IN-PERSON AND BY VIDEOCONFERENCE

CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Chair Kumkum Gupta.

PLEDGE OF ALLEGIANCE

ROLL CALL

Commissioners Present: Frederick Hansson, Lisa Ketcham, Manuel Ramirez, Kumkum Gupta presiding, Carlos Serrano-Quan (*joined at 9:06 a.m.*)

Staff Present: Steve Monowitz, Director of Planning & Building; Tim Fox, County Attorney; Maria Gonzalez, Administrative Secretary, and Angela Montes, Planning Commission Secretary

PUBLIC COMMENT

1. Fran Pollard

CONSENT AGENDA

1. Consideration of the Minutes of the Planning Commission Hearing on November 8, 2023.

COMMISSION ACTION

Motion for approval of the Consent Agenda.

Motion: Ketcham / Second: Ramirez

Ayes: Ketcham, Ramirez, Gupta

Abstain: Hansson

Absent: Serrano-Quan

The motion carried with 3 in favor, 1 abstention and 1 absent.

END OF CONSENT AGENDA

REGULAR AGENDA

2. **Owner/Applicant: Paul Goswamy**
File Number: PLN 2022-00321
Location: 890 Upland Road, Emerald Lake Hills



Assessor's Parcel No: 058-272-120

Consideration of a recommendation to the Board of Supervisors to adopt an Initial Study/Mitigated Negative Declaration, and approve of a General Plan Amendment, a Minor Subdivision, and a Grading Permit, to allow a 3-lot subdivision of a 44,721 square feet (s.f.) single-family residential parcel, with proposed lot sizes of 12,010 s.f., 19,023 s.f. (net size: 14,926 s.f.), and 13,687 s.f. Project includes removal of a 54" d.b.h. Heritage Valley Oak tree (Tree #3), as well as 6 other significant trees. A total of 850 c.y. of cut is needed for driveway improvements. Deemed Complete: August 14, 2023. Project Planner: Camille Leung, cleung@smcgov.org.

SPEAKERS

1. JR Rodine
2. Bryan Jacobs
3. Denise Souza
4. Mike Souza

COMMISSION ACTION

Motion to recommend that the Board of Supervisors 1) adopt a resolution adopting the Initial Study/Mitigated Negative Declaration for the General Plan amendment, minor subdivision, and grading permit for the project; 2) adopt a resolution amending the San Mateo County General Plan Land Use Map to change the land use designation of Assessor Parcel Number 058-272-120 from Low Density Residential to Medium-Low Density Residential; and 3) approve the Minor Subdivision and Grading Permit, County File Number PLN2022-00321, by making the required findings and adopting the conditions of approval in Attachment A of the staff report.

Motion: Ramirez / Second: Hansson

Ayes: Hansson, Ketcham, Serrano-Quan, Ramirez, Gupta

The motion carried with 5 in favor.

3. **Owner: Ronald & Lauren McLeod**
Appellant: Ronald McLeod & Candace Wilhelm
Applicant: SP McClenahan
File Number: PLN 2022-00045
Location: 531 San Benito Avenue, North Fair Oaks
Assessor's Parcel No: 060-161-040

Consideration of an appeal of the Community Development Director's decision to deny a Significant Tree Removal Permit to remove a 24.3-inch diameter at breast height (DBH) redwood tree. Project Planner: Angela Chavez; achavez@smcgov.org.

SPEAKERS

1. Ronald McLeod
2. Candace Wilhelm
3. Carolyn Zinko

COMMISSION ACTION

Motion to deny the appeal and uphold the decision of the Planning & Building Director to deny the removal of one 24.3-inch dbh coastal redwood tree under, County File Number PLN 2022-00045, by making the finding of denial in Attachment A of the staff report.

Motion: Hansson / Second: Ketcham

Ayes: Hansson, Ketcham, Serrano-Quan, Ramirez, Gupta

The motion carried with 5 in favor.

4. **Informational Only** - briefing on the project to prepare an Environmental Justice Element of the San Mateo County General Plan. Please direct questions to Project Planner Katie Faulkner at kfaulkner@smcgov.org.



Staff introduced the project, timeline and vision for the project.

- 5. Informational Only** - briefing on the project to update the County's General Plan Safety Element. Please direct questions to Project Planner Katie Faulkner at kfaulkner@smcgov.org

Staff introduced the project, timeline and vision for the update.

CORRESPONDENCE AND OTHER MATTERS

Correspondence received was circulated to the Commission and posted to the website.

CONSIDERATION OF STUDY SESSION FOR NEXT MEETING

None.

DIRECTOR'S REPORT

Director Monowitz noted that on December 5, 2023, Planning & Building will be presenting the Annual Report on Mid-Coast Parks and Recreation Fee to the Board of Supervisors. He informed the Commission on the upcoming December 15, 2023 California Coastal Commission meeting.

COMMISSIONER UPDATES AND QUESTIONS

In response to Commissioner Ketcham's questions Director Monowitz and Planning Service Manager, Bharat Singh, provided brief updates on the Housing Element, Tree Ordinance, and Plan Princeton.

ADJOURNMENT

The meeting was adjourned at 12:20 p.m.

Minutes submitted by Angela Montes, Planning Commission Secretary.