

**CITY OF SAN MATEO PLANNING COMMISSION
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 28, 2012
COUNCIL CHAMBERS, CITY HALL
330 WEST 20TH AVENUE, SAN MATEO
7:30PM**

Pledge of Allegiance
Roll Call
Approval of the November 22, 2011 &
February 14, 2012 Minutes
***Public Comment Period

*As a courtesy to others please
silence all electronic devices
including cell phones.*

ITEM 1

*** PUBLIC HEARING**

PA 11-056 CONGREGATIONAL CHURCH OF SAN MATEO COLUMBARIUM SPECIAL USE PERMIT AND SPAR: Special Use Permit for the ongoing operation of a religious institution, the establishment of a 500 niche columbarium and the use of off-site parking and Site Plan and Architectural Review for a 230 square foot addition on the south side of an existing church sanctuary building and a 59 square foot enclosure of the current wheelchair access entrance on the north side of the sanctuary. The project site is located at 225 Tilton Avenue, (APN: 032-294-100)

Required Approvals:

- A. Categorical Exemption (Class 1 §15301(a))
- B. Special Use Permit (SUP)
- C. Site Plan and Architectural Review (SPAR)

The project site is approximately 58,213 square feet and located at the northeastern corner of San Mateo Drive and Tilton Ave. The project site is zoned E2-1.5 (Executive Offices).

PROJECT PLANNER:

Darcy Forsell, AICP, Associate Planner
330 W. 20th Avenue
San Mateo, CA 94403
(650) 522-7209
dforsell@cityofsanmateo.org

**APPLICANT &
PROPERTY OWNER:**

Congregational Church of San Mateo
Jim Berthelsen, Representative
225 Tilton Ave
San Mateo, CA 94401
(650) 343-3691
info@ccsm-ucc.org

COMMUNICATIONS/ANNOUNCEMENTS

1. Communications from the Staff
2. Communications from the Commissioners
3. Other

ADJOURNMENT

- ~ SPECIAL MEETING item for discussion purposes only, NO vote is taken; instead comments are given for consideration and explanation before the project comes back to a future, publicly noticed Planning Commission meeting.
- + STUDY SESSION item for discussion purposes only, NO vote is taken; instead comments are given for consideration and subsequent plan revision before the project comes back to a future, publicly noticed Planning Commission meeting.
- * Decision final with Planning Commission unless appealed in accordance with Section 27.08.090 of the San Mateo Municipal Code.
- ** This item will be presented to the City Council unless otherwise stated by the Planning Commission.
- *** PUBLIC COMMENT PERIOD: During the public comment period, members of the public may speak on general items of interest within the Commission's jurisdiction that are not on the agenda. Each member of the public may speak for a maximum of three minutes with a maximum of 15 minutes for the entire public comment period. The Chair shall determine whether the matter is within the Commission's jurisdiction.

The Commission shall not act on or discuss any matters raised during the public comment period, which are not on the agenda, but shall refer such matters to staff for review and/or place such matters on a future agenda.

If any person challenges this Planning action in court, that person may be limited to raising only those issues the person or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of San Mateo at, or prior to, the public hearing.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the Planning Department 24 hours prior to the meeting at (650) 522-7202.

Any supplemental material distributed to the members of the Planning Commission after the posting of this agenda will be available for public review in the Planning Division Office.