

**CITY OF SAN MATEO
PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
SEPTEMBER 23, 2014**

APPROVED

The meeting convened at 7:30 p.m. in the City of San Mateo Council Chambers and was called to order by Chris Bonilla, who led the Pledge of Allegiance.

Those present were Commissioner Whitaker, Commissioner Hugg, Vice-Chair Drechsler, and Chair Bonilla. Commissioner Massey was absent and excused.

A motion was made by Vice-Chair Drechsler, seconded by Commissioner Hugg to approve the minutes of the Regular meeting of August 26, 2014.

Vote – Passed 4-0.

***** PUBLIC COMMENT**

Chair Bonilla opened the public comment period.

The following people spoke: Nancy Yarborough, San Mateo.

- Home construction at 104 State Street, San Mateo. Position of the house, driveway, etc., not good. Would like to have the Planning Commission review this and respond.

No one else wishing to speak, Chair Bonilla closed the public comment period.

ITEM 1

PUBLIC HEARING

PA 14-073 92 & DELAWARE OFFICE (HINES) DEVELOPMENT AGREEMENT ANNUAL REVIEW #2, Annual review of the 92 and Delaware Office (Hines) Development Agreement. 1830 South Delaware Street and 470 Concar Drive (APN's: 035-201-020 and 035-202-010). Project Description: Annual review of the 92 and Delaware Office (Hines) Development Agreement by the Planning Commission of the property owner with the terms and conditions of the Development Agreement.

Tricia Schimpp, Contract Planner, gave the staff presentation.

Cameron Falconer, Pearlmark Hines, San Mateo, LP was present for the applicant.

The Planning Commission had no questions for the applicant or staff.

Chair Bonilla opened the public comment period for this item.

The following people spoke: Cheryl Hilton, San Mateo.

- Where will the staging of construction supplies and equipment going to go, when these two buildings are next to a busy off/on ramp? There is already a used-car lot on the old Denny's site. How is everything going to roll out? *Staff: contact with the developer has yet to occur. These types of questions will be addressed in pre-construction meetings. Applicant: we have a process for selecting a general contractor. It will be their responsibility to work through the site logistics with the city. We are probably about 6 weeks away from selecting the general. On the smaller site, the Denny's site, we have a short-term parking agreement with Salesforce.com that allowed them to handle an overflow parking situation at 800-900 Concar. That agreement has been recently terminated.*

No other persons wishing to speak, the Chair closed the public comment period.

Planning Commission had the following/Commission comments:

- Letter submitted as part of the annual review, dated 8/21/14. Bottom of 1st page discusses spaces in the two buildings. I am unclear between Class A and Pedestrian Oriented Office Space. *Applicant: there is, on both buildings, some space on the ground level that is different lobbies. Pedestrian oriented means they have access from the sidewalk, with an indoor/outdoor look and feel. It is all Class A office but differentiated by the amount of space on the ground floor.*
- Is there potential that any of these spaces could be leased to a retail tenant? *Applicant: many potential tenants do not want to commit until a building is further along in the construction. There is flexibility in the tenants on the ground floor. It is not intended for restaurant space.*
- I know there is a schedule for improvements to pedestrian safety for the project. I hope they are completed on schedule and help with movement of construction, facilitate some of the occupation. Are there any changes to that plan? *Applicant: no, plan is fairly consistent with what was originally approved. There is a Caltrans right of way there. The idea is we would improve landscaping and make pedestrian changes at the intersection, removal of the porkshop. We have had good contact with Caltrans and expect that to be an approval to work with the City on. The sidewalk improvements are to take out the yield at the porkchop turn that allow vehicles to make that turn without reducing much speed and make turning improvement at the signal...*
- Permitting process is starting up and we are reviewing SPG with a conclusion early next year? Will there be significant overlap of the staging of these projects? *Staff: there is a possibility that this project and SPG will be under construction at the same time. A staging and parking plan will need to be worked out prior to start of construction.*
- On the matrix, where it speaks to the preliminary engineering contributions for both east and west buildings, may we have an updated matrix, since the use has changed? *Staff: page 10 of the DA, \$30,000 for west building and \$70,000 for east building to go towards potential flooding studies. If the engineering studies are not needed, the DA indicates that the city can require the \$100,000 to go to the bikeways. Since this area is no longer considered in the flood zone, then the funds would go towards the bikeways.*

- Payment of the \$100,000 is paid within 10 days if used for bikeways.
- Commercial linkage fee would apply if adopted Citywide.

Motion: to adopt the resolution 2014-3 finding Pearlmark has acted in good faith and the matrix is to be changed to reflect the

- \$30,000 for the West Property Preliminary Engineering Study Contribution by moved to the Bikeway Improvements as the engineering study is not needed, and
- \$70,000 for the East Property Preliminary Engineering Study Contribution by moved to the Bikeway Improvements as the engineering study is not needed
- 10 days after a building permit is issued is the trigger for payment of the fees.

2nd by Commissioner Hugg.

Vote Passed: 4-0

COMMUNICATIONS/ANNOUNCEMENTS

1. Communications from Staff

- a. Tuesday, October 7th – Boards and Commissions Summit at Peninsula Social Club
- b. Two meetings: 10/14 Mixed Use Block 1 for SPG and Residential Block 2 for SPG; 10/28 Residential Blocks 3 and 4 and any remainder from meeting of 10/14.
- c. November 11th meeting will not be held on Wednesday 11/12 because of a conflict with scheduling in the Council Chambers, meeting will be held on Monday, 11/10.
- d. 2nd meeting in November has always been problematic as it is the Tuesday before Thanksgiving. Discussion with the Commission to remove this meeting from publishes calendar of 2015 meetings – keep it or delete it.
- e. George White, new CDD Director, is interested in meeting the Commissioners. Will probably come to one of the meetings in October.
- f. Last merit planner has been hired and the different planners will be coming before you over the next months.

2. Communications from the Commissioners

- a. Dianne Whitaker has a memo to hand out to the Commissioners that helps define different terms used in planning.
- b. Joshua Hugg recommending “Guide to California Planning” Bill Fulton. Ron Munekawa indicated that if the Commissioners would be interested in this book, a copy will be ordered for them.
- c. Put PowerPoint presentations on the website for projects, especially for those projects requiring multiple presentations.

ADJOURNMENT

There being no further items before the Planning Commission, the meeting adjourned at 8:15 p.m. on Tuesday, September 23, 2014.

