

COMMISSION MEMBERS  
John Ebnetter, Chair  
Seema Patel, Vice Chair  
Adam Nugent  
Martin Wiggins  
Margaret Williams

**City of San Mateo  
Special Meeting Minutes  
Planning Commission**

City Hall  
330 W. 20th Avenue  
San Mateo CA 94403  
www.cityofsanmateo.org

**Tuesday, September 26, 2023  
Hybrid 6:00 PM  
Special Meeting**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present: Chair John Ebnetter and Commissioners Adam Nugent, Martin Wiggins, and Margaret Williams  
Remote: Vice Chair Seema Patel  
Absent: None

**CONSENT CALENDAR**

1. Planning Commission Meeting Minutes - Approval

Approve the minutes of the Regular meetings of 7.11.2023 and 7.25.2023 and the Special meeting of 8.08.2023.

Moved: Wiggins, Seconded: Nugent  
Ayes: Ebnetter, Patel, Nugent, Wiggins, Williams  
Noes: None  
Absent: None

Commissioner Williams abstained from voting on the Regular meeting minutes of 7.25.2023.

**PUBLIC COMMENT:**

None.

**NEW BUSINESS:**

2. Review of Draft General Plan 2040

Interim CDD Director, Zachary Dahl, presented an overview of the Draft General Plan 2040.

Commissioner Questions:

Commissioners asked clarifying questions on the statistically significant community survey, community input, bicycle detection devices, noise modeling, traffic calming, historic preservation policies, target ratio for park land, non-residential floor area, changes to Objective Design Standards and Context Sensitive Design, Measure Y, and jobs-housing balance.

Public Comments:

Public commenters Ken Abreu, Anna Kuhre, David Light, Laurie Watanuki, Rick Bonilla, and Jordan Grimes expressed concerns about the Draft General Plan 2040 related to affordable housing, family housing needs, building height limits, housing density, neighborhood preservation, parks and open space, environmental justice, traffic, transit, noise, and arterial classification for Fifth Avenue and Ninth Avenue. Public commenters Ken Abreu, Rick Bonilla, and

Jordan Grimes suggested that the Draft General Plan should include higher densities, higher building heights, and more transit improvements.

Commissioner Comments:

Overall, the Commission expressed support for the Circulation Element and the framework for updating historic preservation policy and processes. Commissioners expressed concern about the parameters for establishing Objective Design Standards, the definition of historic resources, creation of historic districts, equity priority communities, Capital Improvement Plan, parking maximums, traffic calming measures, setback requirements for mixed-use development, air quality, health risks associated with housing developments near highways, outdoor air hazards, light pollution, uplighting on buildings, scenic corridors, landscaping on for El Camino Real, out of pocket costs for replacement planting, access to recreational facilities, park cleanliness, healthiness of creeks, functionality of community parks, leaf blower emissions and noise, recycled water progress, and funding.

Commissioner Direction:

Community Design and Historic Resources Element

- The policies and actions under Goal CD-3 should express support for the establishment and maintenance of trees in addition to planting new street trees.
- Add new Action under Goal CD-3 to fund and support early establishment and ongoing maintenance of City-owned trees, especially in equity priority communities.
- Remove eligible as part of the definition of Historic Resources in Policy CD 5.3 Historic Resources Definition.
- In addition to the staff-recommended changes to Policy CD 8.3, remove the reference to stepping back upper floors at the end of the policy.

Conservation, Open Space and Recreation Element

- Add a new Action under Goal COS-4 to mitigate outdoor air quality in polluted areas:  
**Outdoor Air Quality Mitigation.** Explore the feasibility of, potential designs for, and funding for pollutant screening solutions such as walls and vegetation to address outdoor air quality in residential areas close to pollutant sources such as highways.
- Add a new Action under Goal COS-6 to address park access east of El Camino and east of 101:  
**Comprehensive Access Analysis.** Conduct a comprehensive accessibility gap analysis to address equitable park access, with an emphasis on neighborhoods east of El Camino and east of 101.

Noise Element

- No recommend changes to the Noise Element beyond the staff recommendations provided.

Circulation Element

- Prioritize implementation of the Capital Improvement Plan (CIP) projects that align with the State Climate Action Plan for Transportation Infrastructure and other climate goals.
- Establish a realistic, but ambitious timeframe to fully complete all infrastructure projects outlined in the CIP.
- Add mention of paratransit systems.
- Explore incentives for projects that voluntarily provide parking within ½ mile of transit.

Public Services and Facilities Element

- Expand public restrooms.
- Provides for the equitable distribution of public services and facilities throughout the city.

Safety Element

- Support for OneShoreline sea level rise overlay zone mapping.

- Prioritize establishing microgrids in equity priority communities.

Land Use Element

- Add an action to explore allowing accessory commercial units to accommodate small businesses to operate out of small units in residential areas.
- Revise the land use map to limit residential densities in Study Areas 7 and 8 along US 101 and at the intersection of US 101 and SR 92 to existing densities due to the increased air pollution exposure risk.
- Add new action to explore providing incentives to support local community serving businesses such as density bonuses for retaining retail at the ground floor at low rental rates.
- Add a new action to explore providing incentives to encourage developers to provide publicly accessible new park and plaza spaces on private property.
- Add text to LU 8.6 to ensure that open space is aggregated away from pollution sources to the greatest extent possible.
- Change Action LU 8.12 to “improve Services provided by the City and other partners in order to achieve full neighborhood level parity in areas of safety, security and sanitation in equity priority communities.”
- Modify Action LU 8.13 to include “planting and maintenance of street trees to support neighborhood beautification.”
- Modify Policy LU 9.1 to include the provision of language translation services as needed at City Council and Planning Commission meetings.
- Modify Action LU 12.13 to note that the policy must consider the City's goals to provide a diverse range of housing affordable to all members of the community.

**REPORTS AND ANNOUNCEMENTS**

There were no reports from Interim CDD Director, Commissioners, or the City Attorney.

**ADJOURNMENT**

The meeting adjourned at 12:02 am.

APPROVED BY:

SUBMITTED BY:

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John Ebnetter, Chair

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Ashley Snodgrass, Administrative Assistant