

**Pre-Application Neighborhood Meeting Minutes for  
1600-1620 El Camino Real/1541-1543 Jasmine St. Mixed-Use November 19, 2019**

PLANNING APPLICATION: PA18-038 Mixed-Use Pre-App

PROJECT LOCATION: 1600-1620 El Camino Real / 1541-1543 Jasmine Street

MEETING LOCATION: Beresford Recreation Center – Beresford Conference Room  
2720 Alameda de las Pulgas, San Mateo, CA 94403

MEETING DATE/TIME: Tuesday, November 19, 2019, 7-8 p.m.

ATTENDEES: Public – See Sign-In Sheet

PURPOSE OF MEETING: Pre-Application neighbor outreach to provide a description of proposed project land to obtain feedback and answer questions of neighbors.

WELCOME: John Lucchesi from John Matthews Architects introduced himself as the moderator of the meeting and welcomed all. He offered a Sign-in sheet and the Agenda to all attendees and thanked everyone for attending. He highlighted the project meeting expectations, the format and purpose and mentioned that there will be a scheduled Planning Commission meeting for December 10, 2019 at 7:00 pm.

INTRODUCTION: John Lucchesi continued with the introduction and provided general background on the purpose of the meeting which is to get feedback from everyone with questions, concerns, and inputs on the project. He mentioned that although the proposed project is digitally drawn, the design must be considered to be schematic and preliminary and will be subject to design refinement and modifications.  
Ronald Munekawa Chief of Planning at City of San Mateo Planning Department introduced himself and reminded all present that the project was still very preliminary. He advised all present to check San Mateo’s “What’s Happening in Development” website page for updates and additional information on this specific project.

PRESENTATION:  
Part 1: Introduction John Lucchesi from John Matthews Architects (JMA) introduced himself as the lead architect for the project and introduced Jack Matthews as the Principal of the firm. He mentioned the proposed design has changed since the last meeting in April 2019, as the parcel adjacent to the proposed development has been acquired by the property owner (PO), and is included in the new design. With this acquisition the new design has a more residential scale / quality along Jasmine Street. John L. also mentioned that since the project is still at the very preliminary stage, besides an historic report no studies have been completed or submitted so far. The PO will provide a soils report, a property survey, a traffic study and a parking study eventually.

Part 2: Architecture John Lucchesi, architect from John Matthews Architects (JMA) described the project. The proposed design is a mixed use

development with 4 stories of residential units above a commercial / office space at the first floor along El Camino Real and 8 Townhomes along Jasmine Street.

Along the El Camino Real frontage, on the first floor the Commercial spaces are recessed back about 16'-0" from the street. This is in accordance with the City of San Mateo Pedestrian / Sidewalk Master Plan. Towards the rear along Jasmine Street, there are 8 new Townhomes, providing a gradual step back to neighboring homes. They are also recessed back and have a setback of about 16'-0".

The project proposes only 1 driveway along Jasmine Street, a major improvement / change from the previous submitted scheme which had 2 driveways. This driveway leads to an underground parking garage that accommodates all required parking for the project. With this design, front porches of the Townhomes face Jasmine Street as opposed to having individual garages.

Sandwiched in between the Commercial offices and the Townhomes is an open courtyard that may be used by the offices and the residents.

The proposed project is located within 0.5 miles from an accessible transit stop. Therefore the parking required is a 1/2 parking space per bedroom. With this calculation the residential units require only 38 parking spaces and 9 visitor parking spaces. The commercial offices require 20 spaces for a total of 67 parking spaces. The proposed underground parking garage provides 82 parking spaces (15 extra spaces). In addition there are 7 EV charging stations for the residents and office users. The proposed garage plan is still preliminary and is under review by the City of San Mateo Planning Department and is subject to change requires more careful refinement

COMMENTS, QUESTIONS, AND ANSWER SESSION:

#	Speaker	Comments/Questions/Responses
1.	Unidentified Speakers	<p>Questions about the project Address were as follows:            Q: What will be the address of the project?            JMA A: <i>For the building facing El Camino Real (offices and residential units above) the address nos. will be from El Camino Real. For the Townhomes along Jasmine Street, the address nos. will be from Jasmine Street.</i></p>
2.	Unidentified Speaker	<p>Questions about the Traffic and parking situations were as follows:            Q: Could the parking garage entrance / exit be located along El Camino Real?            SMP A: <i>Per the City and State regulations, a new driveway along El Camino Real has to be approved by the State of California. Entering and exiting the underground parking garage from El Camino Real is more hazardous than from Jasmine Street</i>            Q: The traffic from Borel Avenue and Barneson Avenue during peak hours creates a back up into Jasmine Street. With the addition of a driveway for the project along Jasmine Street, traffic backup will increase for the residents living adjacent to the proposed project. How will the design team address this?            JMA A: <i>There will be a traffic study by the City's consultant to address this issue, impacts on the neighborhood and recommend mitigation measures.</i></p>

		<p>Q: Can the proposed project incorporate the existing driveway along El Camino Real into the project and avoid the Jasmine street new access?  JMA A: <i>There are 2 existing driveways, one from the PO's property and the other from the adjacent property side by side along El Camino Real which is an unsafe and hazardous condition.</i></p> <p>Q: What is the maximum height of the building along El Camino Real?  SMP A: <i>55 feet.</i></p> <p>Q: What about electric vehicle charging stations and bicycle parking?  JMA A: <i>The Electric Vehicle charging stations are located in the underground garage (7 EV stations provided). The Bicycle Storage Room along the north side of the project has stacked bicycles racks that can accommodate 60 bicycles for the residents (58 required). Along El Camino Real frontage there are an additional 6 bicycle parking spaces for the office users (2 required).</i></p> <p>Q: How can the Design Team improve pedestrian access and bicycle routes along Jasmine Street with the new driveway?  JMA A: <i>The traffic study will address this issue, impacts on the neighborhood and recommend mitigation measures. John L. also mentioned that the City of San Mateo is considering widening part of Jasmine Street along the proposed project to provide a sidewalk and a landscape zone. This is will be incorporated into the project.</i></p> <p>Q: Could the new driveway be located closer to the gas station? Could the PO try to acquire the gas station to have a driveway along Borel Avenue instead of Jasmine Street?  PO A: <i>The Owner has tried to acquire the adjacent gas station, but there is a 10 year lease on the property.</i></p> <p>Q: Could speed bumpers be located along Jasmine street to slow down traffic?  JMA A: <i>The traffic study will address this issue and make recommendations.</i></p> <p>Q: Could the Jasmine Street side parking spaces be restricted to residents only, with a permit to park (stickers)?  PO A: <i>The traffic study and the City Planning Department will address this issue and make recommendations.</i></p> <p><i>Also Ron mentioned that the State has passed laws that allow affordable housing with limited parking requirements in the State of California. The City has to conform to State requirements.</i></p>
3.	Unidentified Speaker	<p>Questions about the type of residential and commercial users were as follows:  Q: Are the residential units for rent or sale?  PO A: <i>The residential units are for rent for the first 10 years and will be available for sale after the 10 year general liability period has expired.</i></p> <p>Q: Are the commercial spaces for offices or retail use? Retail is undesirable as they will generate more traffic.  SMP A: <i>The commercial spaces are for office use only and no retail is allowed per the Zoning.</i></p>
4.	Unidentified Speaker	<p>Questions about Recycling and Trash pickup and location of bins were as follows:  Q: How will the trash and recycling pick up work? Where will the bins be located?  JMA A: <i>The Design Team has to work with City of San Mateo Recology on the process. There are 2 trash / recycle enclosures located on either side of the project that serves both the residential and commercial units. The bins will be located at the street side curb on pick up days, similar to adjacent properties.</i></p>

**Pre-Application Neighborhood Meeting Minutes for**  
1600-1620 El Camino Real/1541-1543 Jasmine St. Mixed-Use April 03, 2019

PLANNING APPLICATION:	PA18-038 Mixed-Use Pre-App
PROJECT LOCATION:	1600-1620 El Camino Real / 1541-1543 Jasmine Street
MEETING LOCATION:	San Mateo Central Recreation Center
MEETING DATE/TIME:	April 03, 2019, 7-8 p.m.
ATTENDEES:	Public – See Sign-In Sheet
PURPOSE OF MEETING:	Pre-Application neighbor outreach to provide a description of proposed project land to obtain feedback and answer questions of neighbors.
WELCOME:	Chester from Tammie Pereira welcomed all and introduced Wendy Lao, associate planner from the City of San Mateo’s Planning Division (SMP), and Jack Matthews and John Lucchesi from John Matthews Architects (JMA) as the project architects. He mentioned that Wendy and the architects would be available after the meeting to answer any questions.
INTRODUCTION:	<p>Wendy Lao introduced herself and provided general background information on the purpose of the meeting which is to get feedback from everyone with questions, concerns, and inputs on the project. She offered a sign-in sheet to all attendees and thanked everyone for attending. She also highlighted the project meeting expectations, the format and purpose:</p> <ul style="list-style-type: none"><li>▪ The project is at the preliminary planning stage and no decisions have been made.</li><li>▪ The applicant will be making a significant change to the project.</li><li>▪ The architects John Matthews Architects (JMA) will explain the project and the new design changes to the attendees.</li><li>▪ There is time for public input and comments for potential changes, as the project is in the very early design stage.</li><li>▪ She asked all attendees to take a look at the agenda for the meeting.</li><li>▪ Attendees could email or give their comments to her.</li><li>▪ The project status, meeting notes, agenda, project drawings could be found on the website noted on the agenda</li><li>▪ The scheduled Planning Commission Study Session for May 14<sup>th</sup>, 2019 at 7:00 pm has been cancelled.</li></ul> <p>Lily Lim, senior planner with the City of San Mateo’s Planning Division, also assisted with answering questions.</p>
PRESENTATION:	
Part 1: Introduction	John Lucchesi from John Matthews Architects (JMA) introduced himself as the lead architect for the project and introduced Jack

Matthews as the Principal of the firm. He mentioned the property owner (PO) has purchased an additional parcel adjacent to the proposed development and so there will be a new design that will present a more residential quality to the adjacent properties on Jasmine Street. The new project has not been designed yet.

Part 2: Architecture

John Lucchesi, architect from John Matthews Architects (JMA) described the project. The proposed design is a mixed-use development with 4 stories of residential units above a office space at the first floor.

Along the El Camino Real frontage, on the first floor the office spaces are recessed back about 16'-0" from the street. This is in accordance with the City of San Mateo Pedestrian / Sidewalk Master Plan. There is bike storage provided at the entrance to the building. Towards the rear facing Jasmine Street, the project has a 100' setback, which will provide a gradual step back to neighboring homes.

The project proposes 2 driveways along Jasmine Street, one leading to surface parking and the underground parking garage and the other to surface parking spaces. The underground parking garage will have 48 parking spaces for the residents, where only 30 are required (using state density bonus and project location within ½ mile from an accessible transit stop). There will be no parking machines. In addition, on the first floor there will be 33 guest and commercial office parking spaces (per City of San Mateo Standards), where only 30 are required.

There will be an elevator core towards the rear leading to the residential units above and underground parking garage.

The proposed development will have 44 residential units comprising of (24) 1-bedroom units, (16) 2-bedroom units and (4) studio units. The 1-bedroom units will have a balcony and will face Jasmine Street and the 2-bedroom units and studios have a Juliet balcony and will face El Camino Real.

The exterior finishes will be of Sintered Stone Panel rain screen of different colors as noted on the drawings. The total project height is within the allowable height limit.

The property owner (PO) acquired an additional parcel in the proposed development. It will create a much better project and will be a positive improvement to the development. It has not being designed yet, but will have a residential scale design along Jasmine Street and will create a stepped back development.

COMMENTS, QUESTIONS, AND ANSWER SESSION:

#	Speaker	Comments/Questions/Responses
1.	Unidentified Speaker(s)	<p>Questions about the Traffic were as follows:</p> <p>Q: Will the new parking garage face Jasmine Street? Will new traffic generated from the development spill over into the adjacent streets? The reality is existing streets are already impacted, with no guest parking. What about strangers and new visitors to the neighborhood and safety of existing residents?</p> <p>SMP A: <i>Access to all parking is off Jasmine Street. Concerns regarding new traffic that will be generated from the development and safety of existing residents will be studied.</i></p> <p>Q: Could the parking garage entrance / exit be located along El Camino Real?</p> <p>SMP A: <i>Per the City and State regulations, no new driveways are allowed along El Camino Real</i></p> <p>Q: The City of San Mateo has maintained at past Planning Commission and neighborhood</p>

		<p>meetings that the infrastructure of the roads will be improved to accommodate new developments. But there are no new improvements so far. Will that be a similar situation in this project?</p> <p>SMP A: <i>There will be a traffic study by the transportation consultant to address these issues, impacts on the neighborhood and recommend mitigation measures.</i></p> <p>Q: What about the impact of the 88 new cars in the neighborhood with already congested traffic especially at traffic intersections (17<sup>th</sup> Avenue)?</p> <p>JMA A: <i>The traffic study &amp; parking study by the transportation consultant will address these issues and will make recommendations on mitigation measures.</i></p> <p>Q: The traffic proposed by offices is not a concern but the traffic developed by new apartments is a concern.</p> <p>SMP A: <i>All issues and concerns will be addressed eventually, and all studies will be available to the public for review.</i></p> <p>Q: How many underground parking levels will there be?</p> <p>JMA A: <i>Only 1 level below grade, there is also at grade / ground level parking spaces.</i></p> <p>Q: Current neighborhood residents have trouble leaving home due to traffic back up and feel locked in. Businesses have lost clients due to traffic.</p> <p>SMP A: <i>The City of San Mateo will study the impact and look for mitigation measures.</i></p> <p>Q: There will be driveways with trucks / cars coming and going into Jasmine Street. Can we not have any driveways into Jasmine Street?</p> <p>JMA A: <i>We will look into it.</i></p> <p>Q: It appears the traffic studies do not work, could there be a different / new traffic study consultant? Is it only information they provide but no solution?</p> <p>SMP A: <i>Traffic studies analyze the present situation and the future, and the project will propose mitigation measures to alleviate the project's traffic impact.</i></p> <p>Q: If traffic studies have failed what is the City of San Mateo doing about it?</p> <p>JMA A: <i>We are not aware of failed studies. The new project is yet to be designed and is in the early stages and is open to comments and review.</i></p>
2.	Unidentified Speaker(s)	<p>Questions about the architecture:</p> <p>Q: Can the City set the 55' height limit as a condition for this project? Losing sunlight is a concern. If future laws or zoning ordinance allows a greater height limit, would it apply to the present project?</p> <p>SMP A: <i>A shadow study will be submitted for the project to address its impact on the neighborhood.</i></p> <p>JMA A: <i>Unknown future zoning changes cannot be accounted for or incorporated into the present project.</i></p> <p>Q: With the new design change, will there be parking garages facing Jasmine Street?</p> <p>JMA A: <i>No, though it is not designed yet.</i></p> <p>Q: With the new design change, will the height still be 5 stories, and will there still be 44 units?</p> <p>JMA A: <i>It has not been re-designed yet.</i></p>
3.	Unidentified Speaker(s)	<p>Questions about the Neighborhood Notification process:</p> <p>Q: There was a suggestion from an existing tenant that all comments be emailed to the project planner Wendy Lao which will also be forwarded to the Architects.</p> <p>JMA A: <i>Agreed.</i></p> <p>Q: Could neighborhood notification be sent out to neighbors outside the 1000' radius?</p> <p>SMP A: <i>Typically neighborhood meetings and planning commission meeting notifications for a project this size are sent to neighbors within the 1000' radius. In addition there are postings on the project property, a legal notice in the San Mateo Daily Journal newspaper, postings on the City of San Mateo's website, and the public can request to be added to the "Notify Me" email list to stay aware of upcoming project meetings. All attendees who have signed in on the sign-in sheet and noted their email address will receive an email notification too.</i></p>

		<p>Neighbors should check the “What’s Happening” webpage on the City of San Mateo website for updated information on any new development in San Mateo.</p> <p>Q: What about posting notifications on “Nextdoor”?</p> <p>SMP A: <i>The City does not post about these projects on Nextdoor, but neighbors can do so themselves.</i></p>
4.	Unidentified Speaker(s)	<p>Questions about construction:</p> <p>Q: What kind of Bonds will the developer have to ensure there are sufficient funds to complete the project? Will it cover faulty construction?</p> <p>PO A: <i>There will be a construction agreement with the bank / lender, which is more than a bond. If the developer cannot complete the project, the bank / lender will take over the construction of the project and ensure it gets completed. To prevent defects in the construction, every aspect of the project will be inspected by the City. In addition there will be private inspectors available for inspections. Pictures and videos will be taken during the construction process to document all aspects.</i></p> <p>Q: What about trucks coming and going through Jasmine Street during construction? What about loading zones and parking for construction crews during construction? What about tree protection (2 Redwood trees were cut down recently).</p> <p>JMA A: <i>We will look into it.</i></p>
5.	Unidentified Speaker(s)	<p>Questions about the acquired properties and future of existing tenants with a business:</p> <p>Q: Does the developer own all the properties?</p> <p>JMA A: <i>Yes, we believe so.</i></p> <p>Q: As a tenant for the past 23 years and residing in the proposed project development site, the impact of relocating a business and home is tremendous. Where should service people who contribute so much to the community move to? New developments are unaffordable in terms of rent.</p> <p>SMP A: <i>The City of San Mateo will study the impact and look for mitigation measures. The project also proposes 44 residential units, which includes affordable housing units.</i></p> <p>Q: Are there any demolition permits issued yet?</p> <p>SMP A: <i>No requests for permits have been submitted or issued.</i></p> <p>Q: What about Eminent Domain?</p> <p>SMP A: <i>It does not apply to this project.</i></p> <p>Q: What about demolition?</p> <p>SMP A: <i>There will be no demolition permit issued without an approved Building Permit.</i></p> <p>Q: What about the impact on the San Mateo School District?</p> <p>PO A: <i>The developer will contribute about ¼ of a million dollars each to the School District and Parks &amp; Recreation department.</i></p>
		<p>General Comments from multiple / simultaneous speakers:</p> <ul style="list-style-type: none"> <li>• Some neighbors / property owners have not been notified about the proposed new development or the neighborhood / planning commission meetings.</li> <li>• We have lived in the neighborhood for 60 years and would like to see parking garage entrances and exits on El Camino Real, not on Jasmine Street.</li> <li>• With more traffic being generated on Jasmine Street, we are worried about the safety of our children.</li> <li>• “Passages” project used a strategy of infilling underutilized neighborhoods for new development, which will have a negative impact on residential neighborhoods. We do not want any similar negative impacts in our neighborhood.</li> <li>• Are traffic studies accurate in their projection? Is there any accountability once the project is complete?</li> <li>• Where will the Construction Workers park their vehicles?</li> <li>• At the north corner of the proposed development (along El Camino Real), could the first floor be recessed back or angled to allow for visual contact with the vehicles approaching the neighboring driveway.</li> </ul>