

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

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

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

**Tuesday, September 13, 2022  
Hybrid 6:00 PM  
Special Meeting**

**CALL TO ORDER**

This meeting was held pursuant to the Governor's Executive Orders which suspended certain requirements of the Brown Act. The meeting was open to in person and remote attendance.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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

**CONSENT CALENDAR**

1. Planning Commission Meeting Minutes – Approval  
Approve the minutes of the Regular meeting of 8.23.2022.

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

**PUBLIC COMMENT:** None.

**NEW BUSINESS**

2. General Plan Update – Draft Goals, Policies and Actions for the Circulation, Public Services and Facilities, Noise, and Conservation, Open Space, and Recreation Elements  
Deputy Director, Zachary Dahl, and PlaceWorks Consultant, Joanna Jansen, presented an overview of the General Plan Update.

**Commissioner Questions:**

Commissioners asked clarifying questions on the Circulation Element, projects subject to California Environmental Quality Act (CEQA), policies and strategies for reducing air pollution, and feedback.

**Public Comments:**

Four members of the public - Moises Villeda, Alert Lustre, Ken Abreu, and Raayan Mohtashemi - addressed the Commission with input and recommendations for the General Plan Update, including setting labor standards for the construction workforce; requiring more landscaping, shade trees, green stormwater infrastructure; improvement of

creek habitats; enhanced pedestrian and bicycle improvements with transit-oriented development; and requiring unbundled parking in new and existing developments.

**Commissioner Comments:**

Overall, the Commission expressed general support for the comments and input provided by the GPS and made comments about the need for some policies to be more focused and, in many cases, include stronger language. For the **Circulation Element**, comments included prioritizing capital projects that focus on improving the City's pedestrian, bicycle and transit infrastructure, prioritizing safety improvements for pedestrian and bicycle users, reducing off-street parking requirements and focus on ways to maximize existing parking. For the **Conservation, Open Space and Recreation Element**, comments included identifying new funding sources for parks and recreation maintenance and improvements; identifying ways to improve air quality and reduce pollution, and setting limits on gas powered equipment such as leaf blowers. For the **Public Services and Facilities Element**, comments included strengthening policies related to water supply, including how the City works with its water providers, improving water supply conservation and efficiency, and strengthening policies related to childcare. For the **Noise Element**, comments included collecting more data on noise sources around the City and using that information to establish more focused policies and reducing excessive noise.

The Commission moved to recommend to the City Council that the draft goals, policies, and actions for the **Circulation Element** be updated per the Commissions input provided at this meeting before being incorporated into the Draft General Plan.

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

The Commission moved to recommend to the City Council that the draft goals, policies, and actions for the **Conservation, Open Space, and Recreation Elements** be updated per the Commissions input provided at this meeting before being incorporated into the Draft General Plan.

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

The Commission moved to recommend to the City Council that the draft goals, policies, and actions for the **Public Services and Facilities Element** be updated per the Commissions input provided at this meeting before being incorporated into the Draft General Plan.

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

The Commission moved to recommend to the City Council that the draft goals, policies, and actions for the **Noise Element** be updated per the Commissions input provided at this meeting before being incorporated into the Draft General Plan.

Moved: Wiggins, Seconded: Patel

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

## REPORTS AND ANNOUNCEMENTS

Chair Williams made a motion to move the Reports and Announcements before the Consent Calendar for this meeting.

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

Community Development Deputy Director, Zachary Dahl, provided updates on items for future Planning Commission meetings, including the Special meeting on 9.27.2022 and the possibility of a Special meeting on 11.29.2022. Community Development Director, Christina Horrisberger, provided an update on the Planning Commission Handbook. There were no other reports from Chair, Commissioners, or City Attorney.

## ADJOURNMENT

The meeting adjourned at 10:57 pm.

APPROVED BY:

SUBMITTED BY:

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Margaret Williams, Chair

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Ashley Snodgrass, Administrative Assistant