



Planning Commission Proposed Ordinance

Planning Approval Extensions

August 8, 2023

Julia Klein, Principal Planner
Community Development

Recommendation

Recommend to the City Council to:

- Recommend to the City Council adoption of an Ordinance to amend San Mateo Municipal Code Section 27.08.087 (Planning Approval Extension) to allow for extensions of up to two years for approved planning application; and determine the amendment is exempt from further environmental review pursuant to California Environmental Quality Act (CEQA) Section 15061(b)(3).

Next Step:

- Subject to review by City Council, effective 30-days after adoption

27.08.087 PLANNING APPROVAL EXTENSION.

The following extensions to planning approvals are available:

(a) Extensions required by state or federal law. Where state or federal law requires that extension of a planning approval be considered, the Zoning Administrator shall approve an extension if they find that the project complies with all applicable zoning, planning, and general plan regulations and conditions.

(b) City extensions. The Zoning Administrator may approve one extension of a planning approval for up to two years, subject to the following provisions:

(1) Application required. To apply for a planning approval extension, an applicant must submit the application prior to the expiration date of the planning approval, pay the application fee and provide the reason(s) for the extension request.

(2) Findings required. To approve a time extension, the Zoning Administrator must find all of the following:

(A) The approved project is still consistent with the City's General Plan; and

(B) The approved project is still consistent with the City's Zoning Ordinance; and

(C) The extension will not result in any new environmental impacts or an increase in severity of previously identified environmental impacts.

(c) Notice of Zoning Administrator Decision on Extension. Notice will be provided to the neighborhood by the same process followed for the original project approval. Notice will also be provided to the Planning Commission and City Council within ten days of the Zoning Administrator's decision.

(d) Appeals. The decision of the Zoning Administrator is appealable to the Planning Commission within ten days of the Zoning Administrator's decision by filing a written appeal with the Planning Division and payment of applicable fees. When an appeal is filed, the expiration date of a planning approval is tolled until a final action is taken. The provisions of Municipal Code Chapter 26.48 govern for all projects with associated subdivision maps.

27.08.087 PLANNING APPROVAL EXTENSION.

The following extensions to planning approvals are available:

(a) Extensions required by state or federal law. Where state or federal law requires that extension of a planning approval be considered, the Zoning Administrator ~~will~~shall approve an extension if ~~he or she~~they finds that the project complies with all applicable zoning, planning, and general plan regulations and conditions.

~~(b) City extensions applied for prior to July 1, 2015. The Zoning Administrator may approve applications filed prior to July 1, 2015, for extensions of planning approvals, as a minor modification to a planning approval, for extensions of two years each. No applications for extensions may be considered on or after July 1, 2015.~~City Extensions. The Zoning Administrator may approve one extension of a planning approval for up to two years, subject to the following provisions:

~~(1) Application required. In order to apply for a planning approval extension, an applicant must pay the extension application fee and submit a copy of the project plans as originally approved.~~Application Required. To apply for a planning approval extension, an applicant must submit the application prior to the expiration date of the planning approval, pay the application fee and provide the reason(s) for the extension request.

~~(2) Findings r~~Required. In order to~~To~~ approve a time extension, the Zoning Administrator must find all of the following:

(A) The approved project is still consistent with the City's General Plan; and

(B) The approved project is still consistent with the City's Zoning Ordinance; and

~~(C) The project site and its environs are in substantially the same condition as when the project was initially approved.~~The extension will not result in any new environmental impacts or an increase in severity of previously identified environmental impacts.

~~(c) Notice of Zoning Administrator d~~Decision on e~~Extension. Notice will be provided to the neighborhood by the same process followed for the original project approval. Notice will also be provided to the Planning Commission and City Council within ten days of the Zoning Administrator's decision.~~

~~(d) Appeals. The decision of the Zoning Administrator is appealable to the Planning Commission within ten days of the Zoning Administrator's decision by filing a written appeal with the Planning Secretary. With regard to the extension of subdivision maps, the provisions of Municipal Code Chapter 26.72 govern.~~Planning Division and payment of applicable fees. When an appeal is filed, the expiration date of the planning approval is tolled until a final action is taken. The provisions of Municipal Code Chapter 26.48 govern for all projects with associated subdivision maps.