

“The City with a Heart”



Auros Ansbergs Harman, *Chair*  
Gerard Madden, *Vice Chair*  
Rick Biasotti  
Marco Durazo  
Mary Lou Johnson  
Kelly Lethin

**MINUTES  
PLANNING COMMISSION MEETING  
November 29, 2022  
7:00 p.m.**

**Meeting location: Virtual Zoom Meeting**

**1. MEETING CALL TO ORDER at 7:01 p.m.**

**2. ROLL CALL**

	<u>Present</u>	<u>Absent</u>
Chair Harman	X	
Vice Chair Madden	X	
Commissioner Biasotti	X	
Commissioner Durazo	X	
Commissioner Johnson	X	
Commissioner Lethin	X	

**STAFF PRESENT:**

Interim City Attorney: Trisha Ortiz  
Planning & Housing Manager: Michael Laughlin  
Assistant Planner: Kristie Woo

**3. PLEDGE OF ALLEGIANCE: Commissioner Durazo**

**4. APPROVAL OF MINUTES – September 20, 2022 and November 17, 2022**

**A. Motion to approve September 20, 2022 and November 17, 2022 minutes**

**Commissioner Lethin/Harman**

VOTE: 6-0-0-0

AYES: Harman, Madden, Biasotti, Lethin, Johnson, Durazo

NOES:

RECUSED:

ABSTAIN:

**5. PUBLIC COMMENT ON ITEMS NOT ON AGENDA – NONE**

**6. ANNOUNCEMENT OF CONFLICT OF INTEREST – NONE**

## 7. PUBLIC HEARINGS:

### A. 1150 El Camino Real - Off the Grid: San Bruno at Tanforan

(PDP22-004) Request for a Planned Development Permit to allow Off The Grid Services, LLC (OTG) to operate a recurring food truck market event in the parking lot of the Shops at Tanforan per Section 12.96.190.C of the San Bruno Municipal Code. Off the Grid Services, LLC (OTG) (Applicant) PDP22-004. This project has been determined to be Categorically Exempt per the California Environmental Quality Act (CEQA) Guidelines Class 1, Section 15301: Existing Facilities. This item was continued from the November 17, 2022 Special Meeting.

Kristie Woo presented the item.

Motion to close public hearing:

#### Commissioner Lethin/Harman

VOTE: 6-0-0-0

AYES: Harman, Madden, Biasotti, Durazo, Lethin, Johnson

NOES:

RECUSED:

ABSTAIN:

Motion to approve project subject to findings and recommended conditions of approval.

#### Commissioner Madden/Harman

VOTE: 5-1-0-0

AYES: Harman, Biasotti, Lethin, Madden,

NOES: Durazo

RECUSED:

ABSTAIN:

### B. 1261 Claremont Drive – Residential Home Addition

(UP21-012) and (AR21-013): Request for an Architectural Review Permit to allow a residential addition that would increase the overall floor area of the single-family residence by more than one thousand square feet and which would be greater than three thousand square feet, pursuant to Section 12.200.070 of the San Bruno Municipal Code; and for a Use Permit to allow a residential addition that would exceed the existing floor area by more than fifty percent pursuant to SBMC Section 12.200.030 (B.1). Kevin Lee (Owner), Brian Wong (Architect). UP21-012, AR21-013 This item was continued from the November 17, 2022 Special Meeting.

Michael Laughlin presented the item.

Motion to close public hearing:

#### Commissioner Durazo/Lethin

VOTE: 6-0-0-0

AYES: Harman, Madden, Biasotti, Durazo, Lethin, Johnson

NOES:

RECUSED:

ABSTAIN:

Motion to approve project subject to findings and recommended conditions of approval.

**Commissioner Harman/Madden**

VOTE: 5-1-0-0  
AYES: Harman, Biasotti, Lethin, Madden, Johnson  
NOES: Durazo  
RECUSED:  
ABSTAIN:

**8. CONDUCT OF BUSINESS - NONE**

**9. ITEMS FROM STAFF**

A. Michael Laughlin read a statement regarding City Council liaison attendance at Planning Commission meetings.

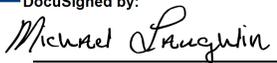
B. Selection of members to serve on ARC meeting of December 15, 2022.

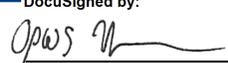
Chair Harman, Vice Chair Madden and Commissioner Johnson volunteered to serve (No alternate was chosen).

C. Michael Laughlin clarified that the appeal fee for Planning Commission was \$790, not \$500.

**10. COMMENTS FROM MEMBERS – NONE**

**11. ADJOURNMENT:** Meeting was adjourned at 9:03 p.m.

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12/28/2022  
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Michael Laughlin  
Secretary to the Planning Commission  
City of San Bruno

DocuSigned by:  
  
12/27/2022  
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Auros Ansbergs Harman, Chair  
Planning Commission  
City of San Bruno

**NEXT REGULAR MEETING: December 20, 2022**