



San Carlos City Planning and Transportation Commission
Special Meeting
Council Chambers, City Hall
600 Elm Street, San Carlos, CA 94070
April 7, 2025 6:00 PM

MINUTES

1. CALL TO ORDER
2. ASSEMBLY BILL 2449 TELECONFERENCE REQUESTS
3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

Commissioners Present:
Ellen Garvey (Vice Chair)
Janet Castaneda
Twisha Anand
Summer Bundy

Commissioner Excused:
Kristen Clements (Chair)

Staff Present:
Lisa Porras, Planning Manager
Rucha Dande, Principal Planner
Laura Richstone, Senior Planner
Rendell Bustos, Senior Planner

5. PUBLIC COMMENT - None

MOTION:	Close Public Comment
MOVER:	Janet Castaneda
SECONDER:	Twisha Anand
AYES:	Bundy, Anand, Castaneda, Garvey
NAYS:	None
EXCUSED:	Kristen Clements
RESULT:	Motion Passed 4 – 0 – 1

6. PUBLIC HEARING

- a. 11 El Camino Real - Public hearing to consider approving a Design Review Amendment and Below Market Rate Housing Plan Amendment to add nine (9) units to a previously approved 242-unit multi-family apartment building located in the MU-NB-120 District. The proposal would result in a total of 251 rental units.

Laura Richstone, Senior Planner and the applicant team, Richard Norris, and Elaine Breeze, presented the item and answered commissioners' questions.

Public Comment – None

MOTION:	Close Public Hearing
MOVER:	Janet Castaneda
SECONDER:	Summer Bundy
AYES:	Bundy, Anand, Castaneda, Garvey
NAYS:	None
EXCUSED:	Kristen Clements
RESULT:	Motion Passed 4 – 0 – 1

The Commissioners provided the following feedback and guidance to staff:

- The 251 units is a significant contribution to San Carlos' Housing Goals
- The new units integrate well into the existing design
- The stacker parking is preferred over the tandem parking to provide easy access to the car
- Accepted and appreciated the applicant's commitment to expand the width of the garage driveway from 20' to 24'.

MOTION:	Approve the request for Design Review Amendment and Below Market Rate Housing Plan Amendment to add nine (9) units to a previously approved six-story, 242-unit multi-family apartment building resulting in a total of 251 units with 38 Below Market Rate units and 306 parking stalls in the MU-NB-120 District located at 11 El Camino Real (APNs: 045-320-170; 045-320-220) based on the findings, amended conditions of approval, and for the reasons incorporated in the staff report.
MOVER:	Janet Castaneda
SECONDER:	Summer Bundy
AYES:	Bundy, Anand, Castaneda, Garvey
NAYS:	None
EXCUSED:	Kristen Clements
RESULT:	Motion Passed 4 – 0 – 1

Vice Chair Garvey noted that the deadline to file an appeal is 5:00 p.m. on Thursday, April 17, 2025.

7 NEW BUSINESS

- a Adopt a Resolution recommending the City Council adopt the Downtown Streetscape Master Plan.

Lisa Porras, Planning Manager and Jim Stickley, Principal from WRT presented the item and responded to commissioners' questions.

The Commissioners provided the following feedback and guidance to staff:

Downtown

- Recommend for further signage, for example, reading “Share the Lane,” citing recent collisions between vehicles and bikes.

Mid and South Laurel Street

- Recommend bikes routed away from the block between El Camino and Laurel on Brittan, citing heavy traffic coming from 101, 280, and onto adjacent alleys. Arroyo might be a safer alternative.

Alleys

- Recommend to Council consider looking into the phasing order of the alley reconstruction.
- Ensure access to merchants when the Laurel Street segments are being reconstructed. If the alley reconstruction is complete, it would provide more alternative parking for the merchants.
- Suggested that undergrounding all utilities at once rather than as part of the phasing may be more cost-efficient.

Implementation

- Reminded that pursuing grant funding to help pay for the project may require reordering the implementation plan to work within the required timeframes of grants that are made available.

Public Comment

Sonia Elks (In-person) suggested implementing rain-specific programming to keep downtown active during wet weather. She noted that wind screens should block northward winds due to Laurel Street's orientation. She also recommended a tactile barrier to require cyclists to dismount at the 700 block Plaza. Lastly, she emphasized including amenities and spaces that appeal to teenagers.

Jennifer Rosse (Zoom) shared concerns about pedestrian safety at El Camino crossings - specifically at Cherry, Arroyo, and San Carlos Avenue. She questioned when improvements to El Camino would be made.

MOTION:	Close Public Hearing
MOVER:	Janet Castaneda
SECONDER:	Twisha Anand
AYES:	Bundy, Anand, Castaneda, Garvey
NAYS:	None
EXCUSED:	Kristen Clements
RESULT:	Motion Passed 4 – 0 – 1

MOTION:	Adopt a Resolution recommending the City Council adopt the San Carlos Downtown Streetscape Master Plan
MOVER:	Twisha Anand
SECONDER:	Janet Castaneda
AYES:	Bundy, Anand, Castaneda, Garvey
NAYS:	None

EXCUSED:	Kristen Clements
RESULT:	Motion Passed 4 – 0 – 1

8. STUDY SESSION

- a. Study Session for the Transportation Demand Management (TDM) and Parking Reform Project.

Rendell Bustos, Senior Planner, Brian Canepa, Principal from W-Trans, and Phil Olmstead, Principal from Nelson\Nygaard presented the item and clarified commissioners' questions.

The Commissioners provided the following feedback and guidance to staff:

- Suggested that obtaining parcel by parcel parking occupancy data would be helpful.
- Agreed that granting authority to the Public Works Director to adjust parking regulations helps streamline decisions while still allowing for public input and dialogue.
- Suggested that public service businesses should be considered for Average Daily Trips (ADT) and TDM exemptions.
- Suggested that completing the TDM Ordinances sooner rather than later would be beneficial - particularly because it could strengthen the City's position when applying for grants.
- Supported establishing an organization like a Transportation Management Association (TMA) to coordinate the collective efforts of developers.
- Requested case studies from other cities on parking districts to gain a better understanding of the burdens and benefits of such a strategy.
- Supported demand-based pricing and shared-use parking.
- Emphasized equity in permit pricing and unbundled parking to avoid burdening the community.

Public Comment

Jennifer Rosse (Zoom), GESC Co-President, voiced concerns about proposed parking changes, noting a past agreement that Transit Village residents wouldn't be charged for permits. She raised issues with business permits impacting parking, asked whether the new system would be citywide, requested more clarity on commercial permit policies, and asked that shuttle routes avoid GESC's slow streets.

Sonia Elks (Zoom) expressed strong support for the Wheeler Plaza parking garage model, highlighting its benefits for downtown businesses. She was disappointed to hear of opposition to shared parking and urged the City to encourage similar models in future developments.

9. REPORTS, CORRESPONDENCE AND GENERAL INFORMATION - None

10 ADJOURNMENT

Rucha Dande
Principal Planner