



San Carlos City Planning and Transportation Commission
Regular Meeting
Council Chambers, City Hall
600 Elm Street, San Carlos, CA 94070
March 17, 2025 7:00 PM

MINUTES

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

4. ROLL CALL

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

Staff Present:

Andrea Mardesich, Assistant Community Development Director
Rucha Dande, Principal Planner
Vinnie Chen, Assistant Planner

5. PUBLIC COMMENT – None

MOTION:	Close Public Comment
MOVER:	Ellen Garvey
SECONDER:	Janet Castaneda
AYES:	Bundy, Anand, Castaneda, Garvey, Clements
NAYS:	None
EXCUSED:	None
RESULT:	Motion Passed 5 – 0 – 0

6. APPROVAL OF MINUTES

- a. Approval of the March 3, 2025 Planning and Transportation Commission Meeting Minutes.

MOTION:	Approve the Minutes from the Planning and Transportation Commission Meeting of March 3, 2025.
MOVER:	Janet Castaneda
SECONDER:	Summer Bundy
AYES:	Bundy, Anand, Castaneda, Garvey, Clements
NAYS:	None
EXCUSED:	None
RESULT:	Motion Passed 5 – 0 – 0

7. PUBLIC HEARING

Procedure for Public Hearing:

Staff will present a report on the history, physical features, etc., on the application followed with the staff's recommendations. If applicable, the applicant may make a presentation. Thereafter, interested members of the community may speak on the proposal. When all interested parties have had an opportunity to be heard, the hearing will be closed, and no further discussion from the floor can be held. The Commission will then consider the evidence and make its recommendation. If you challenge a public hearing item in Court you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, the public notice, or in written correspondence delivered to the City at or prior to the public hearing. Speakers should fill out a speakers form, found by the door, and hand it to the recording secretary prior to addressing the Commission. The speaker should come up to the microphone to speak since the meeting is being recorded. This will assist staff in preparing the minutes.

- a. Alexandria Center for Life Sciences, 961- 967, 987, 1003, 1011, 1015, 1057 and 1075 Commercial Street; and 915, 921, 1015, 1055 and 1063 Old County Road (APNs 046-162-010, 046-162-210, 046-162-270, 046-162-280, 046-162-290, 046-184-090, 046-184-110, 046-184-120, 046-184-280, 046-184-290 and 046-184-300) - Public Hearing to Consider Recommending the City Council certify the Environmental Impact Report, and Adopt the Planned Development Zoning, Planned Development Permit and Development Agreement, and Consider Approving the Tentative Parcel Map, Transportation Demand Management Plan, Grading & Dirt Haul Certificate, Master Sign Program, Tree Removal and Design Review to develop the Alexandria Life Science research and development campus.

This item has been continued to a date uncertain.

Public Comment

Anthony Urbina (in person) from Sheet Metal Workers Union, Local 104. from South San Francisco emphasized the importance of the project in creating construction jobs for apprentices, both locally and across the Bay Area. He stressed that projects like this are crucial for providing work opportunities and supporting apprenticeship programs.

Maxwell Schavmkel (in person) represented Evan Ruan, an apprentice with IBEW Local 617. He shared Mr. Ruan's comments in support of the Alexandria project, emphasizing its importance in providing valuable job opportunities for local apprentices and union workers. He noted that projects like this sustain apprenticeship programs, strengthen the local economy, and ensure that local wages are reinvested within the community.

Eric Lee (in person) with IBEW and a lifelong San Carlos resident, expressed strong support for the project and urged consideration of union labor, emphasizing local workers' pride in building quality projects within their own community.

Sean Callan (in person) a long-time San Carlos resident and former IBEW apprentice shared his experience working locally, becoming a foreman, and expressed interest in mentoring future apprentices on this project, highlighting the opportunity and convenience it offers.

Chair Clements noted that the Public Commet period stays open until the next time when the item is considered. She stated that the date is to be determined.

Andrea Mardesich reminded that the public can send written comments via email to planning@cityofsancarlos.org. The emails received will be included in the published packet.

- b. 21 El Camino Real - Consideration of Design Review for a new Sign Program for an existing multi-tenant building including a new Monument Sign, and a Protected Tree Removal Permit at 21 El Camino Real ("San Carlos Plaza"). APN: 045-320-230

Vinnie Chen, Assistant Planner and Richard Norris, Director of Development at Summer Hill presented the item and responded to Commissioners' questions.

Public Comment – None

MOTION:	Close Public Comment
MOVER:	Janet Castaneda
SECONDER:	Summer Bundy
AYES:	Bundy, Anand, Castaneda, Garvey, Clements
NAYS:	None
EXCUSED:	None
RESULT:	Motion Passed 5 – 0 – 0

The Commissioners provided the following feedback and guidance to staff:

- Appreciated that the pedestrian and traffic safety concerns were addressed adequately.
- Appreciate the improvement over the existing signs and a nice upgrade to the parcel.

MOTION:	Adopt the Resolution approving the request for a Design Review for a new Sign Program for the existing multi-tenant building including a new Monument Sign, and a Protected Tree Removal Permit at 21 El Camino Real (APN: 045-320-230) based on the findings, conditions of approval, and for the reasons incorporated in the staff report.
MOVER:	Janet Castaneda
SECONDER:	Twisha Anand
AYES:	Bundy, Anand, Castaneda, Garvey, Clements
NAYS:	None
EXCUSED:	None
RESULT:	Motion Passed 5 – 0 – 0

Chair Clements noted that the deadline to file an appeal is 5:00pm on Thursday March 27, 2025.

8 REPORTS, CORRESPONDENCE AND GENERAL INFORMATION

a. Report on Recent City Council Actions

- City Council received a presentation and gave feedback to staff on design features on the 700 block Laurel Street and Harrington Park. No action was taken.

- b. Planning and Transportation Commission comments or reports - None
- c. Correspondence - None
- d. Planning Staff comments, reports, and updates on current projects
 - On Wednesday, April 2, there will be a PTC Special Meeting, which will include a Study Session on the Northeast Area Specific Plan.
 - On April 7, there will be a full agenda with items on 11 El Camino Real, Traffic Demand Management (TDM) and Parking Study Session, and Downtown Streetscape Master Plan recommendation to City Council.
 - Rucha Dande, Principal Planner, will be running the April 7, 2025 PTC Meeting.

9. ADJOURNMENT

Andrea Mardesich, Assistant
Community Development Director