

- a. Approval of the April 2, 2025 Planning and Transportation Commission Special Meeting Minutes



San Carlos City Planning and Transportation Commission  
Special Meeting  
Council Chambers, City Hall  
600 Elm Street, San Carlos, CA 94070  
April 2, 2025 6:00 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:

Al Savay, Community and Economic Development Director  
Andrea Mardesich, Assistant Community Development Director  
Lisa Porras, Planning Manager  
Sajuti Haque, Economic Development & Housing Manager  
Rendell Bustos, Senior Planner

5. PUBLIC COMMENT

Richard Crone (In-person) expressed concern over the removal of three 50-year-old redwoods at 172 Glasgow and requested data regarding tree permits.

Heidi Liebenguth (In-Person), a resident of Glasgow Lane, shared her concern for the City's heritage tree policies and enforcement as well as more transparency in the process.

Sam Herzberg (Zoom), Co-President of Great East Side San Carlos (GESC), referenced 789 Old County Road and the Alexandria project. He urged the Planning and Transportation Commission (PTC) to require Environmental Impact Reports for contaminated sites and to establish stronger cleanup policies, citing risks of pollution developments.

Andrea Mardesich, Assistant Community Development Director, informed the public that permits—such as those for tree removals and new homes—can be searched online by map or address.

<b>MOTION:</b>	Close Public Comment
<b>MOVER:</b>	Ellen Garvey
<b>SECONDER:</b>	Janet Castaneda
<b>AYES:</b>	Bundy, Anand, Castaneda, Garvey, Clements
<b>NAYS:</b>	None

<b>EXCUSED:</b>	None
<b>RESULT:</b>	Motion Passed 5 – 0 – 0

## 6. APPROVAL OF MINUTES

- a. Approval of the March 17, 2025 Planning and Transportation Commission Meeting Minutes

<b>MOTION:</b>	Approve the Minutes from the Planning and Transportation Commission Meeting of March 17, 2025.
<b>MOVER:</b>	Janet Castaneda
<b>SECONDER:</b>	Twisha Anand
<b>AYES:</b>	Bundy, Anand, Castaneda, Garvey, Clements
<b>NAYS:</b>	None
<b>EXCUSED:</b>	None
<b>RESULT:</b>	Motion Passed 5 – 0 – 0

## 7. STUDY SESSION

- a. Study Session for the Northeast Area Specific Plan Public Draft

Rendell Bustos, Senior Planner and Marc Asnis, Project Manager at Perkins&Will presented the item and responded to Commissioners' questions.

### Public Comment

Anatoly Chikanov (In-person), a resident of the GESC, expressed concerns about narrow sidewalks and the East San Carlos Ave and Old County Road intersections, suggesting an underpass or overpass to improve traffic flow. He also recommended adding a high school in the northeast area to support upcoming housing developments.

Daimon Naeem (In-person) from GW Williams urged the City to raise the 90-foot height limit in the Northeast Area Plan, arguing it is necessary to meet housing goals and attract redevelopment.

Laurie Berger (In-person), an attorney representing Honda San Carlos, requested clarification regarding the paseo extending from Bragato to Industrial Road. Referring to page 173 of the Draft Plan, she asked whether the 26-foot width and 5-foot setback requirements apply to all three proposed paseos.

Carolyn Shepard (In-person) resident of Belmont urged the City to include supportive housing for low-income adults with mental health disabilities, especially those at risk of homelessness due to aging caregivers.

Leslie Wamback (In-person) a longtime volunteer with National Alliance on Mental Illness (NAMI) San Mateo County and advocate for supportive housing solutions, stated that the Northeast Area Specific Plan presents a valuable opportunity to better serve individuals with disabilities. She urged the Commission to recommend that the City Council implement concrete incentives to encourage the development of permanent supportive housing in the area.

Sam Herzberg (Zoom) Co-Present of the GESC supported the development plan but highlighted concerns about toxic site cleanup, parking issues, and the need for neighborhood inclusion in discussions on community benefits and green space. He also expressed support for the new park and sought to stay involved in the planning process.

Patricia Urbina (Zoom) Patricia stressed the urgent need for permanent supportive housing for people with mental illness, highlighting concerns for both young families and aging parents who currently provide care.

The Commissioners provided the following feedback and guidance to staff:

#### Land Use and Urban Form

- Supportive of language that encourages the placement of any additional height farther away from the streetscape. This could help incentivize projects that maintain the 35-foot height limit closer to residential areas, preserving the neighborhood character.
- Appreciated retail services and ground-floor opportunities for small businesses are valued.
- Appreciated the open space along Belmont Creek and mixed-use residential areas.

#### Mobility and Parking

- Consider school drop off and pickup times as part of the traffic analysis.

#### Environmental Resilience

- It is important to ensure there is an opportunity for a focused review of soil conditions during site development, especially if there is potential for soil contamination.
- Appreciated the setbacks and site elevation plans to reduce flood risk by improving creek banks and creating more water retention areas.
- Recommended preserving space near the creek for future pump stations to manage flooding as sea levels rise and storms intensify.

#### Other

- Appreciated the draft plan aligns with the community and stakeholders' vision and is well thought out.
- Appreciated the effective management of building setbacks and transitions, and that the transitions were responsive to stakeholder input.
- Recommended including childcare as a community benefit, along with essential additions like schools and grocery stores, to support the growing population in the area.
- Emphasized communicating the value of new development to the local community.
- Suggested setting clear Objective Design Standards with flexibility.
- Supported permanent supportive housing and contamination cleanup as community benefits.
- Stressed the importance of including affordable apartments and special needs/service housing.

## 8. REPORTS, CORRESPONDENCE AND GENERAL INFORMATION

### a. Report on Recent City Council Actions

- City Council adopted the Pulgas Creek Watershed Plan, Economic Development Plan and Annual Reporting to the Housing and Community Department

### b. Planning and Transportation Commission comments or reports

- Chair Clements encouraged commissioners to attend the next Commissioner Training organized by 21 Elements

- Commissioner Anand shared that she attended the March 24 City Council meeting where they recognized March as Women's History Month, and the Planning and Transportation Commission (PTC) was recognized as an all women commission.

c. Correspondence

- A copy of the GW Williams comment was left at the Dias for the Commissioners

d. Planning Staff comments, reports, and updates on current projects

- The next PTC meeting is April 7 at 6pm.
- On April 7, there will be items on 11 El Camino Real, Downtown Streetscape Master Plan recommendation to City Council and Traffic Demand Management (TDM) and Parking Study Session.
- The Alexandria development is scheduled for April 21.

Chair Clements stated that she will not be attending the April 7 PTC Meeting.

9. ADJOURNMENT

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Andrea Mardesich, Assistant  
Community Development Director