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**Planning Commission Members:**

- Kumkum Gupta, 1<sup>st</sup> District
  - Frederick Hansson, 2<sup>nd</sup> District
  - Lisa Ketcham, 3<sup>rd</sup> District
  - Manuel Ramirez, Jr., 4<sup>th</sup> District
  - Carlos Serrano Quan 5<sup>th</sup> District
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**MEETING NO. 1733**  
**WEDNESDAY, MAY 24, 2023**  
**IN-PERSON AND BY VIDEO CONFERENCE**

**CALL TO ORDER**

The meeting was called to order at 9:01 a.m. by Chair Kumkum Gupta.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present: Commissioners Frederick Hansson, Lisa Ketcham, Manuel Ramirez. Chair Kumkum Gupta presiding.

Absent: Commissioner Carlos Serrano Quan.

Staff Present: Steve Monowitz, Director of Community Development; Tim Fox, County Counsel; Mercedes Segura, Interim Planning Commission Secretary; and Maria Gonzalez, Planning and Building Executive Secretary.

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

1. Consideration of the Minutes of the Planning Commission Hearings on April 12, 2023, and April 26, 2023.

**COMMISSION ACTION:**

Motion for approval of the Minutes of the Planning Commission Hearings on April 12, 2023, and April 26, 2023.

Motion: Ketcham / Second: Hansson

Ayes: Gupta, Hansson, Ketcham, Ramirez

Noes: None

Abstained: None

**The motion carried with 4 in favor.**

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END OF CONSENT AGENDA

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**REGULAR AGENDA**

2. **Owner:** American Towers  
**Applicant:** Sprint PCS, AT&T Wireless



File Number: PLN2006-00075, PLN2017-00135  
 Location: 3501 Whiting Ridge Rd., Montara  
 Assessor’s Parcel No: 036-370-020, 036-330-030, 036-340-020, 036-340-050, 036-340-060, 036-340-070, 036-332-020, 036-382-020, 036-382-030, and 036-382-999

Consideration of a Coastal Development Permit (CDP), Resource Management-Coastal Zone Permit, Resource Management Permit, Planned Agricultural District Permit, Use Permit, Use Permit Renewal, Variance, Design Review, Grading Permit, and adoption of a Mitigated Negative Declaration, to continue operation of an existing Sprint PCS wireless facility, legalize an existing unpermitted AT&T Wireless facility, repair eroded sections of an existing 3.5-mile dirt access road, including 2,065 cubic yards of cut and the installation of four new firetruck turnouts, and request for a substandard right side yard setback; no tree removal is proposed. The project is located atop Montara Mountain in the unincorporated Montara area of San Mateo County. The CDP is appealable to the California Coastal Commission. Application deemed complete March 8, 2023. Project Planner: Olivia Boo, oboo@smcgov.org.

**COMMISSION ACTION**

Chair Gupta recognized Item 2 has been postponed. No action taken.

**3. Owner/Applicant: Alexander Bagerman**

File Number: PLN2020-00467  
 Location: Chesham Avenue  
 Assessor’s Parcel No: 049-020-070

Consideration of a Design Review Permit, pursuant to Section 6565.3 of the Zoning Regulations, and Grading Permit, pursuant to Section 9283 of the County Ordinance Code, to allow the construction of a new three-story, 5,742 sq. ft. single-family residence with a 501 sq. ft. attached garage, involving 1,830 cubic yards (c.y.) of earthwork for the construction of a residence and a driveway/access road from Chesham Avenue, on a legal, 9.73-acre parcel on Devonshire Boulevard in the unincorporated Devonshire area of San Mateo County. The access road would be constructed within the area of a recorded easement located on the adjacent undeveloped parcel, APN 049-020-110. The project includes removal of 24 significant trees. In conjunction with the requested permits, it is recommended that the Planning Commission determine that the project is categorically exempt from California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15303. Application Deemed Complete January 23, 2023. Project Planner Erica Adams, eadams@smcgov.org.

**SPEAKERS**

1. Alex Bagerman
2. David Wilson
3. Jennifer Larsen
4. Camas Steinnetz
5. Ron Roberts

**COMMISSION ACTION**

Motion to continue Item 3 for two (2) months.

Motion: Ketcham / Second: Ramirez  
 Ayes: Gupta, Hansson, Ketcham, Ramirez  
 Noes: None  
 Abstained: None

**The motion carried with 4 in favor.**

*THE PLANNING COMMISSION RECESSED AT 10:15 A.M. AND RECOVERED AT 10:25 A.M.*

**4. Owner: The Peninsula Humane Society & SPCA**  
**Applicant: Jerry Griffin**  
 File Number: PLN2021-00316



Location: 12429 Pescadero Creek Road, Loma Mar  
Assessor’s Parcel No: 082-050-020, 082-050-011, 083-320-060, 083-320-070

Consideration of a Resource Management (RM) Permit, Use Permit, Kennel/Cattery Permit, and a Grading Permit, and adoption of a Mitigated Negative Declaration, to construct an Animal Sanctuary facility with supporting site improvements that will provide permanent housing for dogs, cats, and small animals on 216 acres. The facility will include 70 dog cottages, 14 cat cottages, a 2,000 sq. ft. farm animal barn, a 6,500 sq. ft. administration and veterinary medical center, a 660 sq. ft. maintenance building, and a new 995 sq. ft. two-bedroom caretaker’s residence with a two-car garage. A total of 12,090 cubic yards (c.y.) of grading (6,230 c.y. of cut and 5,860 c.y. of fill) and the removal of 7 trees is proposed for building, site, and roadway improvements. A portion of the project is in the Pescadero Creek Road County Scenic Corridor. Application deemed complete December 29, 2022. Project Planner: Summer Burlison, sburlison@smcgov.org.

**SPEAKERS**

1. Greg Hagey
2. Jerry Griffin
3. Katie Dinneen

**COMMISSION ACTION**

Motion to adopt the mitigated negative declaration and approve the Resource Management (RM) Permit, Use Permit, Kennel/Cattery Permit, and a Grading Permit as per county file number PLN2021-00316 by making the required findings and adopting the conditions of approval in attachment A.

Motion: Ramirez / Second: Hansson  
Ayes: Gupta, Hansson, Ketcham, Ramirez  
Noes: None  
Abstained: None

**The motion carried with 4 in favor.**

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**CORRESPONDENCE AND OTHER MATTERS**

No additional correspondence was received.

**CONSIDERATION OF STUDY SESSION FOR NEXT MEETING**

Director Monowitz informed the Planning Commissioners of the following:

- There is no study session planned for the next Planning Commission meeting of June 7, 2023.
- There will be one item on the June 7, 2023, agenda which will be the fourth (4<sup>th</sup>) phase of North Fair Oaks Rezoning Plan.

**DIRECTOR’S REPORT**

Director Monowitz provided the following:

- Thank you to both Mercedes Segura and Maria (Tet) Gonzalez for assistance with meeting.
- Planning Commission minutes - request to change format by including only changes that are made to the staff report during the hearing and not including all Findings and Conditions of Approval. Commissioners are in favor of change to format. New format will be reflected on May 24, 2023, minutes.
- Board of Supervisors denied appeal and upheld the Planning Commission decision for the Sequoia track condominium subdivision at the May 23, 2023, meeting.
- Board of Supervisors June 13, 2023, meeting - Planning and Building Department will brief Supervisors on comments received regarding Housing Element Update.
- Upcoming Budget Hearings - Planning and Building Department will be considered on June 27, 2023.
- Moss Beach Chevron Station - Building permit issued May 17, 2023.



**COMMISSIONER UPDATES AND QUESTIONS**

Commissioner Hansson would like update on Form 700. Director Monowitz will follow up with Ellie Dallman, Planning and Building, Administrative Services Manager.

**ADJOURNMENT**

The meeting was adjourned at 11:18a.m.

Minutes submitted by Mercedes Segura, Interim Planning Commission Secretary.