



# City of Burlingame

BURLINGAME CITY HALL  
501 PRIMROSE ROAD  
BURLINGAME, CA 94010

## Meeting Minutes Planning Commission

*Chris Horan, Chair*  
*Walker Shores, Vice-Chair*  
*Sean Lowenthal*  
*Jennifer Pfaff*  
*John Schmid*  
*Audrey Tse*

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Monday, February 23, 2026

7:00 PM

BURLINGAME CITY HALL  
501 PRIMROSE ROAD  
OR ZOOM MEETING

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### 1. CALL TO ORDER

The meeting was called to order at 7:01 p.m. Staff in attendance: Planning Manager Ruben Hurin, Associate Planner Brittany Xiao and Assistant City Attorney Tamar Burke.

### 2. ROLL CALL

**Present** 5 - Horan, Lowenthal, Pfaff, Schmid, and Tse

**Absent** 1 - Shores

### 3. REQUEST FOR AB 2449 REMOTE PARTICIPATION

There were no requests.

### 4. REVIEW OF AGENDA

There were no changes to the agenda.

### 5. PUBLIC COMMENTS, NON-AGENDA

There were no public comments for non-agenda items.

### 6. CONSENT CALENDAR

#### a. Approval of January 26, 2026 Planning Commission Meeting Minutes

**Attachments:** [Draft January 26, 2026 Planning Commission Meeting Minutes](#)

Commissioner Schmid made a motion, seconded by Commissioner Tse, to approve the January 26, 2026 meeting minutes. The motion carried by the following vote:

**Yes:** 5 - Horan, Lowenthal, Pfaff, Schmid, and Tse

**Absent:** 1 - Shores

### 7. ACTION ITEMS (PUBLIC HEARING)

**a. Conditional Use Permit at 1465 Burlingame Avenue (CUP25-0005)**

Application for Conditional Use Permit for a small-scale commercial recreation use (Pilates studio) within a 2,557 square-foot tenant space in an existing 4,623 square-foot commercial building with four parking spaces on a 6,250 square-foot site in the BAC (Burlingame Avenue Commercial) zoning district.

Recommendation: That the Planning Commission, by resolution, approve the Conditional Use Permit as conditioned.

CEQA Determination: This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15301(a) of the CEQA Guidelines.

Staff: Emma Goldsmith, Associate Planner

Applicant: Jason Mighdoll, MNT Wellness Co.  
 Architect: Eriko Stauber, RSS Architecture, Inc.  
 Property Owner: Zdenko Baban

- Attachments:** [1465 Burlingame Ave - Staff Report](#)  
[1465 Burlingame Ave - Area Map](#)  
[1465 Burlingame Ave - Project Description](#)  
[1465 Burlingame Ave - Resolution](#)  
[1465 Burlingame Ave - Proposed Plans](#)

**SPEAKERS:**

Staff: Brittany Xiao, Associate Planner  
 Applicants: Jason Mighdoll and Barbara Mighdoll  
 Members of Public: None  
 Emails: None  
 Documents: PowerPoint by Staff  
 Ex-Parte Communication: None

**Commissioner Tse made a motion, seconded by Commissioner Pfaff, to approve Planning Commission Resolution 2026-02.23-7A, as presented and subject to the conditions. The motion carried by the following vote:**

**Yes:** 5 - Horan, Lowenthal, Pfaff, Schmid, and Tse

**Absent:** 1 - Shores

**8. STUDY SESSION (PUBLIC HEARING)**

**a. Major Design Review and Hillside Area Construction Permit at 2674 Summit Drive (DSR25-0020)**

Application for Major Design Review and Hillside Area Construction Permit to construct a

764 square-foot first and second story addition to an existing 2,572 square-foot single-unit dwelling and a 707 square-foot deck on a 17,061 square-foot site in the R-1 (Low Density Residential) zoning district.

Staff: Brittany Xiao, Associate Planner

Applicant and Architect: Ryan Morris, Morris Architecture LLC

Property Owner: David Matsuo

- Attachments:** [2674 Summit Dr - Staff Report](#)  
[2674 Summit Dr - Area Map](#)  
[2674 Summit Dr - Arborist Report](#)  
[2674 Summit Dr - Renderings](#)  
[2674 Summit Dr - Proposed Plans](#)

**SPEAKERS:**

Staff: Brittany Xiao, Associate Planner

Applicant: Ryan Morris, Architect

Members of Public: Burak Guner, 2656 Summit Drive

Emails: None

Documents: PowerPoint by Staff

Ex-Parte Communication: None

**Commissioner Tse made a motion, seconded by Commissioner Lowenthal, to place on the item on the Consent Calendar with the following direction to the applicant:**

**> Show the design of the structural supports under the proposed decks on the building elevations.**

**The motion carried by the following vote:**

**Yes:** 5 - Horan, Lowenthal, Pfaff, Schmid, and Tse

**Absent:** 1 - Shores

**b. Major Design Review and Special Permit at 1355 De Soto Avenue (DSR25-0023)**

Application for Major Design Review and Special Permit for plate height to construct a 535 square-foot first and second story addition to an existing 2,849 square-foot single-unit dwelling on a 6,000 square-foot site in the R-1 (Low Density Residential) zoning district.

Staff: Erika Lewit, Senior Planner

Applicant and Architect: Grant Takahashi Lee, GTL Architecture

Property Owner: Kearns-Ngyuen Family Trust

- Attachments:** [1355 De Soto Ave - Staff Report](#)  
[1355 De Soto Ave - Area Map](#)  
[1355 De Soto Ave - Proposed Plans](#)

**SPEAKERS:**

Staff: Brittany Xiao, Associate Planner  
 Applicant: Ryan Kearns and Jenny Nguyen, Property Owners  
 Grant Takahashi Lee, Architect  
 Members of Public: None  
 Emails: None  
 Documents: PowerPoint by Staff  
 Ex-Parte Communication: None

Commissioner Pfaff made a motion, seconded by Commissioner Lowenthal, to place the item on Action with the following direction to the applicant:

- > Consider using a different siding material at the rear corner of the house, one that doesn't absorb so much heat.
- > There should be a consistent approach to windows on all four elevations. Would like to see more grids on windows and more thought put into the shapes and sizes of windows on Right Elevation.
- > Add an architectural detail, such as a vent or plaster medallion, on the second floor gable at the front of the house.
- > Consider changing the front patio windows from casements to sliding windows.
- > Concerned with the new roof tiles matching the patina on the existing roof tiles.
- > Update the renderings to reflect consistency with the design intent.

The motion carried by the following vote:

**Yes:** 5 - Horan, Lowenthal, Pfaff, Schmid, and Tse

**Absent:** 1 - Shores

**c.** Major Design Review at 218-222 Lorton Avenue (CDSR25-0003)

Application for Major Design Review for exterior facade changes to an existing 6,089 square-foot commercial building on a 7,000 square-foot site in the BAC (Burlingame Avenue Commercial) zoning district.

Staff: Emma Goldsmith, Associate Planner

Applicant and Property Owner: Robert MacPhee  
 Architect: Robert Medan, AIA

- Attachments:** [218-222 Lorton Ave - Staff Report](#)  
[218-222 Lorton Ave - Area Map](#)  
[218-222 Lorton Ave - Renderings](#)  
[218-222 Lorton Ave - Proposed Plans](#)

**SPEAKERS:**

Staff: Brittany Xiao, Associate Planner

Applicant: Robert Medan, Architect

Members of Public: None

Emails: None

Documents: PowerPoint by Staff

Ex-Parte Communication: None

**Commissioner Schmid made a motion, seconded by Commissioner Tse, to place the item on Action with the following direction to the applicant:**

**> Concerned with the design of the tall opening on the right side of the façade (entry into tenant space at rear of building); it's not working together with the rest of the façade. Look for design opportunities that may add benefit to the overall aesthetic.**

**The motion carried by the following vote:**

**Yes:** 5 - Horan, Lowenthal, Pfaff, Schmid, and Tse

**Absent:** 1 - Shores

## **9. STAFF/COMMISSION REPORTS**

There were no Commission reports. Staff shared that the Commissioners have been invited to participate in the You Belong Burlingame event on Saturday, April 25, 2026.

## **10. ADJOURNMENT**

The meeting was adjourned at 8:16 p.m.