



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes Planning Commission

Monday, August 25, 2025

7:00 PM

Council Chambers/Zoom

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. Staff in attendance: Planning Manager Ruben Hurin, Assistant Planner Brittany Xiao, and Assistant City Attorney Tamar Burke.

2. ROLL CALL

Present 4 - Horan, Lowenthal, Pfaff, and Schmid

Absent 2 - Shores, and Tse

3. REQUEST FOR AB 2449 REMOTE PARTICIPATION

There were no requests.

4. REVIEW OF AGENDA

There are no changes to the agenda.

5. PUBLIC COMMENTS, NON-AGENDA

There were no public comments on non-agenda items.

6. CONSENT CALENDAR

Items on the consent calendar are considered to be routine. They are acted on simultaneously unless separate discussion and/or action is requested by the applicant, a member of the public or a commissioner prior to the time the Commission votes on the motion to adopt.

a. Approval of August 11, 2025 Planning Commission Meeting Minutes

Attachments: [Draft August 11, 2025 Planning Commission Meeting Minutes](#)

Commissioner Schmid made a motion, seconded by Commissioner Lowenthal, to approve the August 11, 2025 meeting minutes. The motion carried by the following vote:

Yes: 4 - Horan, Lowenthal, Pfaff, and Schmid

Absent: 2 - Shores, and Tse

7. ACTION ITEMS (PUBLIC HEARING)

a. Amendment to Major Design Review and Hillside Area Construction Permit at 1829

Sebastian Drive (Project No. AMEND25-0004)

Application for Amendment to Major Design Review and Hillside Area Construction Permit for changes to a previously approved first and second story addition to an existing single-unit dwelling in the R-1 (Low Density Residential) zoning district.

Recommendation: That the Planning Commission, by resolution, approve the Major Design Review and Hillside Area Construction Permit as conditioned.

CEQA Determination: This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15301(e)(2) of the CEQA Guidelines.

Staff: Brittany Xiao

Applicant and Designer: Tim Raduenz, Form+One
Property Owners: Gina and Yousef Shamieh

Attachments: [1829 Sebastian Dr - Staff Report](#)
[1829 Sebastian Dr - Area Map](#)
[1829 Sebastian Dr - Resolution](#)
[1829 Sebastian Dr - Proposed Plans](#)
[1829 Sebastian Dr - Proposed Renderings](#)
[1829 Sebastian Dr - Previous Approved Plans](#)
[1829 Sebastian Dr - Previous Approved Renderings](#)

SPEAKERS:

Staff: Brittany Xiao, Associate Planner

Applicant: Tim Raduenz, Designer

Members of Public: None

Emails: None

Documents: PowerPoint by Staff

Ex-Parte Communication: None

Commissioner Lowenthal made a motion, seconded by Commissioner Schmid, to approve Planning Commission Resolution 2025-08.25-7A, as presented and subject to the conditions. The motion carried by the following vote:

Yes: 4 - Horan, Lowenthal, Pfaff, and Schmid

Absent: 2 - Shores, and Tse

8. STUDY SESSION (PUBLIC HEARING)**b. Master Sign Program at 1720 El Camino Real (Project No. MSP25-0004)**

Application for Master Sign Program for a new wall sign located above the first story on an existing commercial building in the NBMU (North Burlingame Mixed-Use) zoning

district.

Staff recommends the Planning Commission, by resolution, approve a Master Sign Program as conditioned.

CEQA Determination: The project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15311(a) of the CEQA Guidelines.

Staff: Brittany Xiao

Applicant: Mardeen Gordon

Property Owner: PPF/AHP OFF 1720 El Camino Real Owner, LP

Designer: Dustin Passalalpi, Corporate Signs

Attachments: [1720 El Camino Real - Staff Report](#)
[1720 El Camino Real - Area Map](#)
[1720 El Camino Real - Resolution](#)
[1720 El Camino Real - Proposed Plans](#)

SPEAKERS:

Staff: Brittany Xiao, Associate Planner

Applicant: Dustin Passalalpi

Members of Public: None

Emails: None

Documents: PowerPoint by Staff

Ex-Parte Communication: None

Commissioner Schmid made a motion, seconded by Commissioner Pfaff, to approve Planning Commission Resolution 2025-08.25-7B, as presented and subject to the conditions. The motion carried by the following vote:

Yes: 4 - Horan, Lowenthal, Pfaff, and Schmid

Absent: 2 - Shores, and Tse

9. STAFF/COMMISSION REPORTS

There were no Staff/Commission reports.

10. ADJOURNMENT

The meeting was adjourned at 7:14p.m.