



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes Planning Commission

Walker Shores, Chair
John Schmid, Vice Chair
Chris Horan
Sean Lowenthal
Jennifer Pfaff

Tuesday, May 26, 2026

7:00 PM

BURLINGAME CITY HALL
501 PRIMROSE ROAD
OR ZOOM MEETING

1. CALL TO ORDER

The meeting was called to order at 7:02 p.m. Staff in attendance: Community Development Director Neda Zayer, Planning Manager Ruben Hurin, Senior Planner Catherine Keylon, and Assistant City Attorney Tamar Burke.

2. ROLL CALL

Present 4 - Horan, Pfaff, Schmid, and Shores

Absent 1 - Lowenthal

3. REPORT OF REMOTE PARTICIPATION

There were no Commissioners participating remotely.

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 April 27, 2026 Planning Commission Meeting Minutes

Attachments: [Draft April 27, 2026 Planning Commission Meeting Minutes](#)

Commissioner Horan made a motion, seconded by Vice Chair Schmid, to approve the April 27, 2026 meeting minutes.

The motion carried by the following vote:

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

Absent: 1 - Lowenthal

7. ACTION ITEMS (PUBLIC HEARING)

- a. Major Design Review and Special Permit at 1431 Laguna Avenue (Project No. DSR26-0002)

Application for Major Design Review and Special Permit for garage location to construct a 3,307 square-foot single unit dwelling and a 293 square-foot detached garage on a 6,000 square-foot site in the R-1 (Low Density Residential) zoning district.

Recommendation: Staff recommends the Planning Commission, by resolution, approve the Major Design Review and Special Permit applications as conditioned.

CEQA Determination: This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15303 (a) of the CEQA Guidelines.

Staff: Faiza Ali, Assistant Planner

Applicant and Property Owner: Collin Yu

Designer: Luyao Zhang

Attachments: [1431 Laguna Ave - Staff Report](#)
[1431 Laguna Ave - Area Map](#)
[1431 Laguna Ave - Resolution](#)
[1431 Laguna Ave - Rendering](#)
[1431 Laguna Ave - Proposed Plans](#)
[1431 Laguna Ave - Previous Plans](#)

SPEAKERS:

Staff: Catherine Keylon, Senior Planner

Applicant: Collin Yu, Property Owner

Members of Public: Gary and Denise Vennarucci

Emails: None

Documents: PowerPoint by Staff

Ex-Parte Communication: None

Vice Chair Schmid made a motion, seconded by Commissioner Horan, to approve Planning Commission Resolution 2026-05.26-7A, as presented and subject to the conditions.

The motion carried by the following vote:

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

Absent: 1 - Lowenthal

- b. Major Design Review and Special Permit at 1150 Vancouver Avenue (Project No. DSR25-0010)

Application for Major Design Review and Special Permit for attached garage to construct a 3,014 square-foot, two-story single-unit dwelling and an attached garage on a 6,000 square-foot site in the R-1 (Low Density Residential) zoning district.

Recommendation: That the Planning Commission, by resolution, approve the Major Design Review and Special Permit applications as conditioned.

CEQA Determination: This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15303(a) of the CEQA Guidelines.

Staff: Erika Lewit, Senior Planner

Applicant and Designer: Theo Tao, Team Metric Inc.

Property Owner: Rarefund Project 9 LLC

Attachments: [1150 Vancouver Ave - Staff Report](#)
[1150 Vancouver Ave - Area Map](#)
[1150 Vancouver Ave - Arborist Report](#)
[1150 Vancouver Ave - Resolution](#)
[1150 Vancouver Ave - Proposed Plans](#)
[1150 Vancouver Ave - Previous Plans](#)

SPEAKERS:

Staff: Catherine Keylon, Senior Planner

Applicant: Jasen Guo, Owner Representative

Members of Public: None

Emails: None

Documents: PowerPoint by Staff

Ex-Parte Communication: None

Vice Chair Schmid made a motion, seconded by Commissioner Pfaff, to approve Planning Commission Resolution 2026-05.26-7B, as presented and subject to the conditions, including the following added condition:

> that the exterior siding on the house shall be a natural wood material to match the aesthetic shown on the renderings, with the exception of the fluted aluminum siding and stone veneer at locations shown on the building elevations; the natural wood material shall be verified by the Planning Division prior to submittal of a building permit.

The motion carried by the following vote:

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

Absent: 1 - Lowenthal

- c. Major Design Review, State Density Bonus, and Vesting Tentative Parcel Map at 2, 12 and 16 Park Road (Project No. DSR25-0021)

Application for Major Design Review, State Density Bonus, and Tentative Parcel Map to merge four parcels and construct a seven-story, 144 multi-unit residential building that includes 12 below market rate (BMR) units (6 very-low and 6 moderate income units) with two levels of above-grade parking containing 140 parking spaces in the Bayswater Mixed Use (BMU) and High Density Residential zoning district within the Downtown Specific Plan.

CEQA Determination: This project is Statutorily Exempt from review pursuant to the California Environmental Quality Act (CEQA), pursuant to Assembly Bill (AB) 130. The Tentative Parcel Map is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15315 of the CEQA Guidelines.

Staff: Neda Zayer, Community Development Director
Catherine Keylon, Senior Planner

Applicant: Windy Hill Property Ventures
Property Owners: John F. Crosby (2 Park Road) / Michael K. Howard (12-16 Park Road)
Architect: BDE, Ian Murphy

Attachments: [2 Park Rd - Staff Report](#)
[2 Park Rd - Area Map](#)
[2 Park Rd - AB 130 Checklist](#)
[2 Park Rd - Public Works Department Memorandum](#)
[2 Park Rd - Public Comments](#)
[2 Park Rd - Public Comments - Supplemental](#)
[2 Park Rd - Entitlement Resolution](#)
[2 Park Rd - Map Resolution](#)
[2 Park Rd - Proposed Plans](#)

SPEAKERS:

Staff: Catherine Keylon, Senior Planner

Applicant: Austin O'Such, Applicant

Ian Murphy, Architect

Jack Katzback, Architect

Members of Public: Andrew Ha

Mary Jane Rice

Susan Baker

Shohre Vossoughi

Zach Rozlen

Emails: None

Documents: PowerPoint by Staff

Ex-Parte Communication: None

Vice Chair Schmid made a motion, seconded by Commissioner Horan, to approve Planning Commission Resolution 2026-05.26-7C.1 (Major Design Review and State Density Bonus), as

presented and subject to the conditions.

The motion carried by the following vote:

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

Absent: 1 - Lowenthal

Vice Chair Schmid made a motion, seconded by Chair Shores, to approve Planning Commission Resolution 2026-05.26-7C.2 (Vesting Tentative Parcel Map), as presented and subject to the conditions.

The motion carried by the following vote:

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

Absent: 1 - Lowenthal

- d. Amendments to Title 25 (Zoning) of the Burlingame Municipal Code, the Zoning Map, the General Plan, the Downtown Specific Plan, and the North Rollins Specific Plan (Project No. ZOA26-0001)

Consideration of Amendments to Title 25 (Zoning) of the Burlingame Municipal Code, the Zoning Map, the General Plan, the Downtown Specific Plan and the North Rollins Specific Plan to create Transit Oriented Development overlay zones within one-quarter mile radius of the Millbrae BART/Caltrain Station and Downtown Burlingame Caltrain Station in order to comply with Senate Bill 79 by creating a transit-oriented development local alternative plan (TODAP). (Project No. ZOA26-0001)

Recommendation: That the Planning Commission, by resolution, recommend the City Council amend Title 25 (Zoning) of the Burlingame Municipal Code and the Zoning Map; and amend the General Plan, Downtown Specific Plan and North Rollins Specific Plan.

CEQA Determination: Exempt Pursuant to State CEQA Guidelines 15061(b)(3) and 15378(b)(2).

Staff: Neda Zayer, Community Development Director
Joseph Sanfilippo, Economic Development and Housing Specialist
Catherine Keylon, Senior Planner

- Attachments:** [Staff Report](#)
[Resolution - Title 25 and Zoning Map](#)
[Exhibit A - Title 25](#)
[Exhibit B - Zoning Map](#)
[Resolution - General Plan Amendments](#)
[Exhibit A - General Plan](#)
[Exhibit B - Land Use Map](#)
[Resolution - Downtown Specific Plan Amendments](#)
[Exhibit A - Downtown Specific Plan](#)
[Resolution - North Rollins Specific Plan Amendments](#)
[Exhibit A - North Rollins Specific Plan](#)
[Title 25 Redlined Version](#)
[General Plan Redlined Version](#)
[Downtown Specific Plan Redlined Version](#)
[North Rollins Specific Plan Redlined Version](#)

SPEAKERS:

Staff: Neda Zayer, Community Development Director

Applicant: None

Members of Public: Kate Philips
Zach Rozlen

Emails: None

Documents: PowerPoint by Staff

Ex-Parte Communication: None

Vice Chair Schmid made a motion, seconded by Commissioner Horan, to recommend the City Council adopt Resolution 2026-05.26-7D.1; Amendments to Title 25 (Zoning) of the City of Burlingame Municipal Code Chapters 25.06, 25.10, 25.14, 25.16, 25.20 and 25.78 and adopt Amendment to the City of Burlingame Zoning Map.

The motion carried by the following vote:

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

Absent: 1 - Lowenthal

Vice Chair Schmid made a motion, seconded by Commissioner Horan, to recommend the City Council adopt Resolution 2026-05.26-7D.2; General Plan Amendments to Chapter 4 - Community Character and Chapter 6 - Mobility of the General Plan.

The motion carried by the following vote:

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

Absent: 1 - Lowenthal

Vice Chair Schmid made a motion, seconded by Commissioner Pfaff, to recommend the City Council adopt Resolution 2026-05.26-7D.3; Amendments to Chapter 3 - Land Use and Chapter 5 -

Design and Character of the Burlingame Downtown Specific Plan.

The motion carried by the following vote:

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

Absent: 1 - Lowenthal

Vice Chair Schmid made a motion, seconded by Commissioner Pfaff, to recommend the City Council adopt Resolution 2026-05.26-7D.4; Amendments to Chapter 1 - Introduction, Chapter 2 - Planning Context, Chapter 3 – Plan Elements, Chapter 4- Design Guidelines and Standards, and Chapter 5 - Development Standards of the North Rollins Specific Plan.

The motion carried by the following vote:

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

Absent: 1 - Lowenthal

8. STUDY SESSION (PUBLIC HEARING)

There were no Study Session items for review.

9. STAFF/COMMISSION REPORTS

There were no Commission reports.

Planning Manager Hurin highlighted planning items that staff is currently working on, including:

- > Safety Element Update
- > Environmental Justice Element
- > Bayfront Specific Plan
- > Sign Code Update
- > Updates to Public Facilities Impact Fees and Residential Impact Fees

10. ADJOURNMENT

The meeting was adjourned at 9:40 p.m.