

**Millbrae Planning**  
**Commission**

**AGENDA**  
**October 16, 2023**  
**7:00 P.M.**

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**In Person Meeting Location:**

Millbrae Council Chambers  
621 Magnolia Avenue  
Millbrae, California

**Teleconference via**

**Zoom:** <https://us02web.zoom.us/j/81212851606>  
For dial-in comments, call 1-669-900-9128  
Meeting ID: 812 1285 1606

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**INFORMATION ON LANGUAGE AND SPECIAL ASSISTANCE:**

Any attendees who require special assistance, a disability related modification or language assistance in order to participate in the meeting should contact the Planning Division at (650) 259-2341. Notification prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

THIS MEETING WILL BE HELD IN-PERSON in accordance with the Ralph M. Brown Act and limitations prescribed by State law. To maximize transparency and public access, while the primary meeting takes place in the Millbrae City Council Chambers location, members of the public may attend in person at the Millbrae Council Chamber, at the teleconference location by Zoom or by phone. If technical issues arise with Zoom or the phone dial-in option, the Planning Commission meeting will continue unless the meeting is being held pursuant to the provisions of Assembly Bill 2449 for appointed Commissioners. The meeting will be broadcast live on the Millbrae Community Television Cable Channel 27 or on [www.mctv.tv](http://www.mctv.tv).

Members of the public are encouraged to provide comments. To maximize time for public comment, speakers are subject to a 3-minute time limit unless otherwise determined by the Chair.

**PUBLIC COMMENT:** *In person speakers will be called first, followed by virtual attendees.*

In person speakers to fill out a speaker request slip and turn it into City Staff.

Virtual attendees can participate by joining the Planning Commission meeting via Zoom: for web, visit <https://zoom.us/>, select “Join a Meeting” and enter Meeting ID: 812 1285 1606. Use the “Raise Hand” feature to request to speak. For dial-in comments, call 1-669-900-9128, enter Meeting ID: 812 1285 1606, and press \*6 to request to speak.

MATERIALS RELATED TO AN AGENDA ITEM THAT ARE SUBMITTED TO THE PLANNING COMMISSION AFTER DISTRIBUTION OF THE AGENDA PACKET ARE AVAILABLE FOR PUBLIC INSPECTION IN THE PLANNING DIVISION AT 621 MAGNOLIA AVENUE, MILLBRAE, CA 94030, MONDAY-FRIDAY FROM 8:30 A.M. TO 5:00 P.M.

**CALL TO ORDER THE MILLBRAE PLANNING COMMISSION MEETING**

ROLL CALL

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

1. AGENDA REVIEW

2. APPROVAL OF MINUTES

- Special Meeting Minutes of August 28, 2023 - ACTION

3. PUBLIC COMMUNICATION

Reserved for persons wishing to comment on any item not appearing on the agenda. Public Communication is limited to no more than thirty (30) minutes, with each speaker given no more than three (3) minutes. If more than ten (10) speakers are present, speakers' time shall be reduced so that all speakers have an equal time to speak. Although we welcome and encourage public communication, the views or information presented by the speakers are not necessarily the views of the Council or the members of the public in Millbrae.

4. PUBLIC HEARING

NOTICE TO THE PUBLIC: Persons who wish to speak on matters set for PUBLIC HEARING will be heard when the presiding officer calls for comments from those persons who are in support of or in opposition thereto. After oral testimony has been given, the hearing is closed unless continued to another time, and brought to Planning Commission level for discussion and action. Normally no further oral testimony is permitted unless requested and allowed by the Planning Commission.

- a. 8 Spring Valley Lane (APN #024-212-250): A public hearing on a DESIGN REVIEW PERMIT application to allow the demolition of an existing two-story residence and the construction of a new two-story residence in the Single-Family Residential Large Lot (R-1LL) Zoning District – ACTION

The project is categorically exempt pursuant to CEQA Guidelines Section 15303 New Construction or Conversion of Small Structures (Class 3) because the construction will be for only one single-family residence in an urbanized area and the area in which the project is located is not environmentally sensitive.

ATTACHMENT 1: Resolution with Exhibit A Conditions of Approval

ATTACHMENT 2: Project Plans

ATTACHMENT 3: Project Description

ATTACHMENT 4: Proof of Adjacent Owner Consultation

5. NEW BUSINESS

o None

6. STAFF UPDATES

7. PLANNING COMMISSIONER ANNOUNCEMENTS

ADJOURN PLANNING COMMISSION