

BRISBANE PLANNING COMMISSION
Action Minutes of September 27, 2012
Regular Meeting

CALL TO ORDER

Chairman Munir called the meeting to order at 7:30 p.m.

ROLL CALL

Present: Commissioners Cunningham, Do, Parker, and Chair Munir
Absent: Reinhardt
Staff Present: Community Development Director Swiecki and Associate Planner
Johnson

ADOPTION OF AGENDA

Commissioner Cunningham moved and Commissioner Do seconded to adopt the agenda.
The motion carried 4-0.

APPROVAL OF DRAFT ACTION MINUTES

July 12, 2012 Actions Minutes. Commissioner Parker moved and Commissioner Cunningham seconded to adopt the July 12, 2012 Actions Minutes. The motion carried 4-0. Although shown on the agenda the minutes of August 9, 2012 were not included in the packet, so no action was taken.

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

Chair Munir acknowledged receipt of communications not related to items on the agenda.

NEW BUSINESS

1. **PUBLIC HEARING: 140 Valley Drive; Use Permit UP-6-12;** Use Permit to Convert Office Space into a Place of Worship, totaling approximately 7,345 square feet of the existing 17,070 sq ft building, including a 1,508 sq. ft. Sanctuary/Meeting Hall; Andrea Monteiro for the Brazilian Baptist Church of the Bay Area, applicant; Lincoln Properties, Inc., owner; Assessor's Parcel No. 005-211-060.

Associate Planner Johnson presented the agenda report and answered the Commission's questions regarding the zoning requirements for places of worship, vehicle trips, traffic volumes and potential future expansion or addition of a preschool.

Chair Munir opened the public hearing and the applicant, Andrea Monteiro, presented the church's history and plans for the church. The designer, Joan Lombardo, and Senior Pastor Monteiro, also spoke regarding the application. There being nobody present in the audience, Commissioner Cunningham moved, seconded by Commissioner Parker, to close the public hearing. The motion carried 4-0.

Commissioner Cunningham moved, seconded by Commissioner Do, to approve approval with a modification to Condition of Approval #6, to clarify when a traffic study would be required. The motion carried 4-0.

ITEMS INITIATED BY STAFF

Director Swiecki brought to the Commission's attention that the Green Building Subcommittee will be meeting next week. Also, next Monday, October 1st, the City will be going live with an on-line building permit system.

ITEMS INITIATED BY THE COMMISSION

Commissioner Cunningham asked about the Baylands EIR status and Director Swiecki responded that the current estimate for publishing the draft EIR is November. He also informed the Commission that a precursor to the EIR is to prepare a water supply assessment to demonstrate there will be a supply of water to serve the project and there are negotiations under way to set a Term Sheet to set the parameters for a future water deal.

Chair Munir inquired about the filing of a lawsuit by other cities regarding redevelopment agencies. Director Swiecki will look into this matter.

Chair Munir brought up the new standing item that he has requested on the agendas, of Subcommittee Updates. If the commissioners want to add a specific item to the agenda, under Subcommittee Updates, that they should notify staff by Wednesday the week before the meeting.

Chair Munir inquired about the status of accessory structure 480 Monterey Street. Associate Planner Johnson indicated that the owner has pulled a demolition permit and the structure has been removed.

Chair Munir asked for an update on the planned development of the Northeast Ridge housing. Associate Planner Johnson provided an update on the status of the final phase

of housing, including that the first of the building permits has been pulled for these last 71 homes and the status of the invasive species removal and open space parcel dedication related to this project.

Chair Munir asked about the Habitat Conservation Plan status update. Director Swiecki updated the Commission on the Taking Permit, which is set to expire next year. The potential for renewal of the Taking Permit is still under discussion/study by the various involved agencies and no detailed information is available at this time.

ADJOURNMENT

There being no further business, Commissioner Cunningham made a motion, seconded by Commissioner Do, adjourn to the meeting of October 11th, 2012. The motion was approved 4-0 and the meeting adjourned at 8:32 p.m.

Attest:

John Swiecki, Community Development Director

NOTE: A full video record of this meeting can be found on DVD at City Hall and the City's website at www.brisbaneca.org.