

**DRAFT**  
**BRISBANE PLANNING COMMISSION**  
Action Minutes of April 23, 2015  
Regular Meeting

**A. CALL TO ORDER**

Chairperson Do called the meeting to order at 7:32 p.m.

**B. ROLL CALL**

**Present:** Commissioners Munir, Parker, and Chairperson Do. Commissioner Reinhardt arrived at 7:38 p.m.

**Absent:** None.

**Staff Present:** Community Development Director Swiecki and Associate Planner Capasso.

**C. ADOPTION OF AGENDA**

Commissioner Parker moved and Commissioner Munir seconded to adopt the agenda. The motion carried 3-0.

**D. CONSENT CALENDAR**

**1. APPROVAL OF DRAFT ACTION MINUTES**

- i. June 12, 2014 Regular Meeting
- ii. July 10, 2014 Regular Meeting
- iii. April 9, 2015 Regular Meeting

Commissioner Parker moved and Commissioner Munir seconded to adopt the consent calendar. The motion carried 3-0.

**E. ORAL COMMUNICATIONS**

None.

**F. WRITTEN COMMUNICATIONS**

Chairperson Do acknowledged an invitation from Housing Leadership Council of San Mateo County and written communications regarding agenda item G.

**G. NEW BUSINESS**

1. Consideration of recommendation to the City Council regarding short-term residential rental regulations.

Associate Planner Capasso gave the staff report. Chairperson Do invited members of the public to address the Commission, including: Prem Lall, Peter McGurty, Aaron Kleven, Barbara Ebel, Greg Anderson, Deb Horne, and Karen Cunningham. There being no other individuals wishing to address the Commission, Commissioner Munir moved and Commissioner Parker seconded to close the public

hearing. The motion passed 4-0. The Commission engaged in a discussion and made the following observations:

- Commenters on both sides of the issue brought up very good points.
- There are a lot of “unknowns,” including traffic, parking, and neighborhood safety, and data was needed on their actual impacts.
- Further discussion and data was needed regarding property owner rights, the difference between long-term and short-term rentals, and other important questions posed by the community and Commission.
- City ordinances are based on community values, and without an accurate picture of community opinion it is not clear whether the regulations should be changed.

After discussion, it was the consensus of the Commission to recommend to the City Council that a ballot measure be placed on the next general election to determine the majority opinion of the community whether the City should adopt an ordinance to regulate short-term residential rentals. If the results of the vote favor adoption of an ordinance, the Commission would recommend that staff collect the necessary data and have legal counsel assistance in crafting the ordinance. The Commission directed staff to work with Chairperson Do to draft a letter to the City Council conveying that recommendation, to be endorsed by the Commission collectively.

Chairperson Do invited further public comment from the following individuals: Prem Lall, Barbara Ebel, Deb Horne, Aaron Kleven, and Joel Diaz.

#### H. ITEMS INITIATED BY STAFF

Director Swiecki announced City Clerk received eight applications for the Planning Commission vacancy. He said there would be a public scoping meeting on Thursday, April 30 at 7 p.m. at City Hall for the Notice of Preparation for the Recology modernization and expansion project Environmental Impact Report.

#### I. ITEMS INITIATED BY THE COMMISSION

Commissioner Reinhardt announced the Sustainability Committee would meet next on May 5.

#### J. ADJOURNMENT to the Regular Meeting of May 14, 2015 at 7:30 pm.

There being no further business, Commissioner Munir moved and Commissioner Parker seconded to adjourn to the meeting of May 14, 2015. The motion carried 4-0 and the meeting adjourned at 9:03 p.m.

Attest:

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John A. 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](http://www.brisbaneca.org).

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