

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

A. CALL TO ORDER

Chairperson Do called the meeting to order at 7:33 p.m.

B. ROLL CALL

Present: Commissioners Anderson, Munir, Parker, and Chairperson Do. Commissioner Reinhardt arrived at 7:36 p.m.

Absent: None.

Staff Present: Community Development Director Swiecki, Senior Planner Johnson, and Associate Planner Capasso.

C. ADOPTION OF AGENDA

Commissioner Parker moved and Commissioner Munir seconded to adopt the agenda. The motion carried 4-0.

D. CONSENT CALENDAR

1. APPROVAL OF DRAFT ACTION MINUTES

i. July 9, 2015 regular meeting

Commissioner Munir moved and Commissioner Parker seconded to adopt the consent calendar. The motion carried 4-0.

E. ORAL COMMUNICATIONS

None.

F. WRITTEN COMMUNICATIONS

Chairperson Do acknowledged publications and communications regarding item G.1 that were not on the agenda.

G. NEW BUSINESS

1. **PUBLIC HEARING:** 875 Humboldt Road; Variance V-4-14, Use Permit UP-5-14 & Setback Exception Modification SE-2-14; Variance, Use Permit and Setback Exception Modification to allow construction of a new home with a maximum height of 35 feet, 10 inches, where 30 feet is the maximum height permitted; to allow a 2 foot setback from the front lot line where a setback of 4 feet, 2 inches is required; to provide 3 on-site parking spaces, where 4 spaces are required; and to allow

construction of a stairway within the front yard setback approximately 24 feet in height, where 20 feet is the maximum height permitted; Jerry Kuhel, applicant; K & M iDevelopment LLC, owner; APN 007-441-250.

Commissioner Munir recused himself as he resides within 500 feet of the subject property and left the dais. Associate Planner Capasso gave the agenda report and presentation. Staff answered Commissioner's questions regarding the required findings necessary to approve the application, the scale of homes in the immediate neighborhood and throughout the city, current parking requirements, how green building requirements relate to home size, and the maximum height measured from natural and finish grade.

Chairperson Do opened the public hearing. Jerry Kuhel, applicant, reviewed the project proposal and summarized the need for the requested variance, use permit, and setback exception permits in relation to the lot's slope and relation to the right-of-way improvements. He answered Commissioner's questions in regards to the proposed parking configuration.

The following members of the public addressed the Commission: Mike Davenport, Danny Ames, Storrs Hoen, Cathy Zhu, Susan (last name not given), and Jameel Munir (speaking as a private citizen). The public comment addressed the size of the home, the lack of notice to neighbors prior to the first public hearing, on-site drainage and impacts to downslope properties, the engineering of on-site retaining walls and the wall within the public right-of-way, and the applicant's proposed construction schedule. Chairperson Do reviewed two written letters received prior to the public hearing by Roel Funke and Nancy Roeser that were in opposition to the proposed project.

Commissioner Parker moved and Commissioner Reinhardt seconded to close the public hearing. The motion carried 4-0. Each Commissioner summarized their views of the proposed project and the findings required to grant the requested Variances, Use Permit, and Setback Exception. After deliberation, Commissioner Parker moved and Commissioner Anderson seconded to adopt Resolution V-4-14/UP-4-14/SE-2-14 approving the project subject to the conditions and findings of approval contained therein. The motion passed 4-0-1 (Munir recused).

2. **PUBLIC HEARING:** General Plan Amendment GPA-1-15; Proposal of the City of Brisbane to amend the Circulation Element of the General Plan to incorporate Complete Street provisions and incorporate other recommended text changes from the 2005-2007 General Plan update process; citywide.

Commissioner Munir returned to the dais. Senior Planner Johnson gave the agenda report and presentation and answered Commissioner questions. The Commission discussed various components of the Element and proposed various amendments to the proposed Circulation Element revisions. Chairperson Do opened the public hearing. There being no individuals wishing to address the Commission, Commissioner Reinhardt moved and Commission Anderson seconded to close the public hearing. The motion carried 5-0.

Commissioner Parker moved to recommend that the City Council adopt the proposed amendments to the Circulation Element as amended per the Commission's discussion. The motion carried 5-0.

H. ITEMS INITIATED BY STAFF

Director Swiecki discussed tentative scheduling for upcoming Baylands Final EIR and Specific Plan hearings in the fall and noted that final scheduling would be determined at a later time. He reported that the City Council had received the Planning Commission's recommendation on short-term rentals and opted not to place the matter on the ballot. The Council would provide further direction to staff regarding next steps. He announced that staff had released a request for proposals for consultants for preparation of a precise plan for the southeast Crocker Park area, and stated that community outreach on that effort would be happening early in the process.

I. ITEMS INITIATED BY THE COMMISSION

1. Subcommittee Updates - None.

Commissioner Munir urged staff to ensure the audio levels of broadcasted Planning Commission meetings are correct as he hears many complaints on streaming sound quality. The Commission also requested that staff agendize discussion of recognizing committee and Commission members as volunteers in the "volunteer of the year" award process. Chairperson Do read the appeal process.

J. ADJOURNMENT to the Regular Meeting of August 13, 2015 at 7:30 pm.

Commissioner Munir moved and Commissioner Anderson seconded to adjourn to the meeting of August 13, 2015. The motion carried 5-0 and the meeting adjourned at 10:01 p.m.

Attest:

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.