

Draft  
BRISBANE PLANNING COMMISSION  
Action Minutes of March 14, 2013  
Regular Meeting

CALL TO ORDER

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

ROLL CALL

Present: Commissioners, Parker and Cunningham and Chairman Munir  
Absent: Commissioner Do and Reinhardt  
Staff Present: Community Development Director Swiecki and Senior Planner Johnson

ADOPTION OF AGENDA

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

SELECTION OF OFFICERS

Commissioner Parker moved and Commissioner Cunningham seconded to continue selection of officers to the Meeting of March 28<sup>th</sup>, 2013.

APPROVAL OF DRAFT ACTION MINUTES

Commissioner Parker moved and Chair Munir seconded to approve the draft action minutes of November 8, 2012. The motion carried 3-0.

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

Chair Munir acknowledged communications regarding Zoning Text Amendment RZ-1-13, which will be part of the record for that item, rules of procedure and other communications not on the agenda.

OLD BUSINESS

1. **Zoning Text Amendment RZ-1-13** to Amend Brisbane Municipal Code Title 17: Chapter 17.32.220, "Grading Permit- When Required" to clarify the circumstances under which grading permits are subject to Planning Commission

review and to establish review criteria upon which the Planning Commission will evaluate grading permit applications; Applicant, City of Brisbane.

Director Swiecki presented the agenda report and highlighted the recommended text changes to the ordinance since the last meeting.

The Commission asked questions of staff regarding reducing the grading volume threshold and the potential impacts on development of single family homes and on the review process to address stormwater and groundwater flow from sites, which may impact neighboring sites. After discussion on these issues, the Commission requested that the City Engineer provide an informational session to the Planning Commission regarding safety issues related to grading. The Commission agreed with the recommended changes and there were no members of the public to address the Commission on this item.

Commissioner Cunningham moved to recommend approval of RZ-1-13 to City Council and Commissioner Parker seconded. The motion carried 3-0.

#### ITEMS INITIATED BY STAFF

Director Swiecki provided a status update on the Baylands Draft EIR.

#### ITEMS INITIATED BY THE COMMISSION

Chair Munir brought to the Commission's attention the large solar project that was recently approved near Palm Springs and the need to continue to focus on solar energy and ease regulatory restrictions.

The Commission discussed the potential rezoning of Southwest Bayshore as required in the Housing Element and the potential for other sites to be considered, specifically the former VWR site (Southeast Bayshore), which was not contemplated at the time of the Housing Element. Chairman Munir then opened the floor for members of the public to speak on this item. Dennis Busse spoke in opposition to rezoning Southwest Bayshore and suggested other potential sites and safety issues that would need to be addressed along Bayshore Boulevard. Cheryl Brayton asked questions of staff regarding the planning process for the district and expressed concerns over the potential increased density in Southwest Bayshore.

There were no Subcommittee updates.

#### ADJOURNMENT

There being no further business, Commissioner Parker motioned and Commissioner Cunningham seconded to adjourn to the meeting of March 28th, 2013. The motion passed 3-0 and the meeting adjourned at 8:58 p.m.

Attest:

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