

Draft
BRISBANE PLANNING COMMISSION
Action Minutes of July 25, 2013
Regular Meeting

CALL TO ORDER

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

ROLL CALL

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

ADOPTION OF AGENDA

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

APPROVAL OF DRAFT ACTION MINUTES

Commissioner Munir moved and Commissioner Cunningham seconded to approve the draft action minutes of April 11, 2013. The motion carried 4-0.

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

None.

NEW BUSINESS

1. **PUBLIC HEARING: 108 Old County Road Use Permit UP-3-13,** Proposal to establish a Commercial Gym/Educational Facility for Martial Arts Training, totaling approximately 1,456 square feet, on the Second Floor of the Brisbane Village Shopping Center; Applicant, Mark A. K. Dee; Owner, United Ng's Limited Partnership LTD.

Senior Planner Johnson presented the agenda report and answered the Commission's questions regarding parking, noise, and monitoring children between classes.

The applicant, Mark A. K. Dee, the principal instructor, Joseph Moreno, and the property owner, Judy Ng, spoke to the Commission about their plans and answered the Commission's questions regarding the operational details of the proposed school. There being no other members of the public to address the Commission, Commissioner Do moved and Commissioner Cunningham seconded to close the public hearing. The motion carried 4-0.

Commissioner Cunningham moved and Commissioner Do Seconded to approve the application. The motion carried 4-0.

ITEMS INITIATED BY STAFF

Director Swiecki introduced Brisbane's new City Attorney, David Kahn, to the Commission. City Attorney Kahn gave a brief presentation on his background. The Commission followed up with a number of questions and welcomed him.

ITEMS INITIATED BY THE COMMISSION

Commissioner Munir inquired about the status of the newly formed traffic and safety subcommittee. Director Swiecki indicated that he would provide the Commission with information on that subcommittee following the meeting.

Commissioner Munir inquired about the status of the General Plan update and the reselection of Housing Element sites and Director Swiecki provided an update. The Commission requested preliminary background data on the potential housing sites as a workshop item prior to the planning charrette anticipated for this Fall, which Council has recently authorized.

Commissioner Munir asked about the Baylands DEIR schedule and Director Swiecki provided an update.

ADJOURNMENT

There being no further business, Commissioner Munir motioned and Commissioner Cunningham seconded to adjourn to the meeting of August 8th, 2013. The motion passed 4-0 and the meeting adjourned at 8:22 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.