

draft
BRISBANE PLANNING COMMISSION
Action Minutes of April 22, 2010
Regular Meeting

CALL TO ORDER

Acting Chairperson Parker called the meeting to order at 7:30 p.m.

ROLL CALL

Present: Commissioners Cunningham, Maturo and Reinhardt and Acting
Chairperson Parker
Absent: Chairperson Munir
Staff Present: Senior Planner Tune and Associate Planner Johnson

ADOPTION OF AGENDA

Commissioner Maturo moved to adopt the agenda. The motion was seconded by
Commissioner Cunningham and approved 4-0.

PRESENTATION

1. Resolution Honoring James J. Hunter for his Service as Planning Commissioner

Acting Chairperson Parker read the resolution honoring former Commissioner Hunter,
who accepted the plaque. The meeting temporarily recessed for refreshments and
resumed at 8:00 p.m.

CONSENT CALENDAR

1. Approval of Draft Action Minutes of April 1, 2010 Special Meeting

Commissioner Maturo moved to approve the Minutes. The motion was seconded by
Commissioner Cunningham and approved 3-0 (Parker abstained).

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

Nothing was received regarding items on the agenda.

OLD BUSINESS

1. **CONTINUED PUBLIC HEARING: 70 Old County Road;** Sign Review SR-3-10; Sign Program to Revise and Relocate Internally Illuminated Monument Sign and to Replace 2 Existing Wall Signs with 3 Halo-Illuminated Channel-Letter Fascia Signs; Northwest Signs/Coast Sign, Inc., applicant; Bank of America, owner; APN 005-212-120

Senior Planner Tune summarized the agenda report.

Acting Chairperson Parker opened the public hearing.

Mike Terron of Northwest Signs stated that the Bank of America was now proposing an ivory background for the monument sign, similar to that used for the tenant signs at the Brisbane Village Shopping Center.

Terry O'Connell cautioned against brightly illuminated signage.

Acting Chairperson Parker relayed comments she had received from Cliff Lentz, recommending that landscaping be installed and the building repainted before installation of the signs, and noting that the Commission had previously conditioned its approval upon an agreement with the Bank of America to allow the City to use the foundation of the existing monument sign for a Downtown Brisbane entryway sign.

Jerry Kuhel asked that care be taken in approving signage at the entrance to Central Brisbane.

With no one else wishing to speak, Commissioner Maturo made the motion to close the public hearing. Commissioner Cunningham seconded the motion, which was approved unanimously.

The Commission discussed whether a prototype of the proposed monument sign should be installed before approving it. The nexus between repainting the building and the finding requiring that signs not conflict with building colors was noted. The Commission considered the timing of landscaping and repainting in regards to issuance of the Building Permit for the proposed signs.

Mr. Terron explained that he was authorized by the Bank of America to agree to the Commission's requests.

In response to questions from Commissioner Cunningham regarding the level of lighting, Senior Planner Tune suggested adding a condition to note that the Commission retains its authority of the level of lighting and can require that it be adjusted as necessary.

Commissioner Maturo made the motion to approve the Sign Review subject to additional conditions requiring that the vacant portion of the site be landscaped and the building be repainted to coordinate with the proposed ivory background of the monument sign as approved by the Community Development Director prior to issuance of the Building Permit, and that the Commission retain authority over the level of lighting at the site. The motion was seconded by Commissioner Reinhardt and approved 4-0.

NEW BUSINESS

1. **PUBLIC HEARING: 110 Solano Street;** Use Permit UP-6-10; Use Permit to Modify Parking Regulations to Recognize Four-Car Garage as Meeting the Parking Requirements to Convert Existing Accessory Structure into Primary Dwelling Unit and to Convert Existing Single-Family Residence into Secondary Dwelling Unit; Angela Phillips, applicant & owner; APN 007-261-060

Senior Planner Tune summarized the agenda report. In response to questions from Acting Chairperson Parker, he explained that the Municipal Code requires City Council approval of shared private sewer lines; although, the applicant has the option of installing a separate lateral for the property.

Chairman Munir opened the public hearing.

Jerry Kuhel, representing the applicant, described how the new stairs over the shared line would be removable. He responded to questions from the Commission regarding construction impacts to the line, parking and the Planning Commission's most recent approval for the property.

Matt and Angela Phillips explained how their intentions for the property had changed.

Dan Ryan detailed his concerns regarding future maintenance of the shared line.

Michele Salmon related what she knew of the history of the shared line, including the construction of a bathroom addition at 110 Solano Street atop the line. She said she did not want to be responsible for the cost of removing and replacing such construction, if the line had to be repaired.

Terry O'Connell spoke about parking and shared private sewer lines.

In response to a comment from Ms. Salmon, Mr. Kuhel noted that the current proposal would double the existing amount of parking.

Commissioner Maturo moved to close the public hearing. The motion was seconded by Commissioner Cunningham and passed 4-0.

The Commission questioned staff and the applicant's representative about the history of the property, parking enforcement and a shared sewer maintenance agreement. Adding a condition of approval requiring that the applicant satisfy the Public Works Department regarding the shared private sewer prior to issuance of the Building Permit was raised.

The public hearing was reopened to allow Ms. Salmon to reiterate her concerns. Mr. Kuhel, Ms. O'Connell and Ms. Phillips also spoke.

Commissioner Maturo moved to close the public hearing again. The motion was seconded by Commissioner Cunningham and passed 4-0.

After further discussion of parking enforcement and the shared private sewer line, Commissioner Maturo moved to approve the Use Permit with the additional condition. The motion was seconded by Commissioner Cunningham and approved 4-0.

ITEMS INITIATED BY STAFF

There were no items for the Commission.

ITEMS INITIATED BY THE COMMISSION

Commissioner Cunningham explained that she has requested paperless agenda packets and is using her laptop at the meetings to view the downloaded agenda reports. Commissioner Maturo noted the upcoming Habitat Restoration Day.

ADJOURNMENT

There being no further business, Commissioner Reinhardt made a motion, seconded by Commissioner Maturo, to adjourn to the Regular Meeting of May 13, 2010. The motion was unanimously approved and the meeting was adjourned at 9:30 p.m.

ATTEST:

John Swiecki, Interim Director
Community Development Department

NOTE: A full record of this meeting can be found on DVD available at City Hall.