

BRISBANE PLANNING COMMISSION  
Action Minutes of April 26, 2012  
Regular Meeting

CALL TO ORDER

Chairman Munir called the meeting to order at 7:32 p.m.

ROLL CALL

Present: Commissioners Do, Parker and Reinhardt and Chair Munir  
Absent: Commissioner Cunningham  
Staff Present: Community Development Director Swiecki, Associate Planner Johnson  
and Special Assistant to the Director Tune

ADOPTION OF AGENDA

Commissioner Reinhardt moved and Commissioner Do seconded to adopt the agenda.  
The motion carried 4-0.

APPROVAL OF DRAFT ACTION MINUTES

**February 9, February 23 and March 8, 2012 Regular Meetings.** Commissioner Parker moved and Commissioner Do seconded to adopt the minutes with an edit on page 3 of the February 23<sup>rd</sup> minutes. The motioned carried 4-0.

ORAL COMMUNICATIONS

None

WRITTEN COMMUNICATIONS

Chair Munir acknowledged various communications not related to items on the agenda.

OLD BUSINESS

1. **CONTINUED PUBLIC HEARING: Zoning Text Amendment RZ-5-11** to Amend Brisbane Municipal Code Title 17; Chapter 17.06, R-1 Residential District; Chapter 17.08, R-2 Residential District; Chapter 17.10, R-3 Residential District; Chapter 17.12, R-BA Brisbane Acres Residential District; Chapter 17.32, General Use Regulations; Chapter 17.34, Off-Street Parking; and Chapter 17.38, Nonconforming Uses and Structures; City of Brisbane, applicant.

Special Assistant Tune presented the agenda report and answered the Commission's questions regarding square footage of existing homes in Brisbane and the potential impacts of the parking ordinance on expansion of these homes.

There being nobody from the public to speak on the matter, Chair Munir opened the matter for discussion by the Commission. The Commission requested that staff conduct research on existing home sizes and impacts of the parking ordinance on these homes.

After some discussion, the Commission agreed that the requirement of up to 6 parking spaces, as included in Alternative A (based on both floor area and bedrooms), would be too much and that they preferred Alternative C. Alternative C keeps the existing requirement, based on lot frontage, but offers exceptions for smaller homes, just 1 space required for up to 900 sq ft homes and 2 spaces for up to 1800 sq ft homes. The Commission deferred the discussion of on-street versus off-street parking and secondary dwelling unit parking until staff has had an opportunity to do further research. The Commission requested that staff refine the language of the ordinance and bring it back to the Commission for further discussion.

Chair Do moved, seconded by Commissioner Reinhardt, to continue this item to the next Regular Meeting of May 10, 2012. The motion carried 4-0.

#### ITEMS INITIATED BY STAFF

Director Swiecki outlined the process for the update of the Green Building Ordinance. The Commission selected Commissioners Reinhardt and Cunningham as members to serve on the subcommittee to update this ordinance, with Commissioner Do as an alternate in case Commissioner Cunningham could not serve in this capacity.

Director Swiecki presented an update on the process for hiring a consultant for CEQA training in preparation of the Baylands EIR being published. Consultant interviews are scheduled for next Monday and Tuesday, April 30<sup>th</sup> and May 1<sup>st</sup>. The Commission selected Chair Munir to sit on the interview panel.

Director Swiecki reminded the Commission that the next free APA training session is coming up on May 5<sup>th</sup>.

#### ITEMS INITIATED BY THE COMMISSION

Commissioner Parker reminded the Commission of the upcoming BBCAG meeting,

Chair Munir raised several items including: the Commission will be supportive of new commissioners if the Council decides to appoint two additional commissioners; also that the Chair should provide input on the agenda before it's finalized; the poor quality of the

video images that's broadcast over cable; and that the commissioners do not represent the City in an official capacity except at the Planning Commission.

Commissioner Parker inquired about the status of the proposed rezoning using Form-Based Codes and the Baylands EIR review process. She suggested more interaction and partnership with Visitacion Valley in the Baylands process.

Chair Munir inquired about the status of the Sierra Point Design Guidelines. Director Swiecki explained that the demise of the Redevelopment Agency, that was the result of new state law, has caused this item to be put on hold for the time being until the title of the lands that were owned by the agency can be cleared up.

The Commission requested that staff provide an update of the status of the proposed accessory structure at 480 Monterey Street in the next meeting.

#### SELECTION OF CHAIR AND VICE CHAIR

Commissioner Do nominated and Commissioner Reinhardt seconded Chair Munir to continue as the Chair and Vice Chair Parker to continue as the Vice Chair. The nominations passed 4-0.

#### ADJOURNMENT

There being no further business, Chairman Reinhardt made a motion, seconded by Commissioner Do, to adjourn to the meeting of May 10, 2012. The motion was approved 4-0 and the meeting adjourned at 8:54 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).