

BRISBANE PLANNING COMMISSION  
Action Minutes of March 26, 2015  
Regular Meeting

A. CALL TO ORDER

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

B. ROLL CALL

Present: Commissioners Do, Munir and Parker  
Absent: Commissioner Reinhardt  
Staff Present: 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 3-0.

D. CONSENT CALENDAR

1. APPROVAL OF DRAFT ACTION MINUTES

i. March 12, 2015 Regular Meeting

Commissioner Parker moved and Commissioner Munir seconded to adopt the consent calendar, with amendments to the draft minutes to reflect that two speakers shared the opinion that short-term rentals should not be allowed since they may pose a threat to the residential character of Central Brisbane. The motion carried 3-0.

E. ORAL COMMUNICATIONS

None.

F. WRITTEN COMMUNICATIONS

None.

G. NEW BUSINESS

1. **PUBLIC HEARING:** 601 Tunnel Avenue; Interim Use Permit UP-1-15; Interim Use Permit to replace two existing office trailers and portions of a hardware shed building totaling 3,450 sq. ft. with one new modular, administrative office building, totaling 5,000 sq. ft. at the Sierra Point Lumber facility; Golden State Lumber, applicant; Brisbane Properties, owner; APN 005-250-020.

Senior Planner Johnson gave the agenda report and presentation. Ken Lidicker of MBH Architects, representing the applicant, gave a brief presentation to the Commission using display boards to illustrate the proposal. He answered questions of the Commission regarding on-site parking, maneuvering of trucks and customer vehicles within the site, and parking along Tunnel Road. Seth Nobmann, applicant, addressed the Commission regarding the proposal's primary intent to improve workstations and consolidate the workflow for existing employees. Although there were no immediate plans for adding employees, it would also provide the opportunity to expand employment in the future. He answered questions of the Commission.

There being no other members of the public wishing to speak, Commissioner Munir motioned and Commissioner Parker seconded to close the public hearing. The motioned carried 3-0.

Commissioner Munir moved and Commissioner Parker seconded to approve Resolution UP-1-15, containing the findings and conditions of approval in Exhibit A. The motion carried 3-0.

#### H. ITEMS INITIATED BY STAFF

Senior Planner Johnson announced the draft Housing Element would be considered for adoption by the City Council at their meeting of April 2, 2015. Associate Planner Capasso stated the deadline for submitting the community survey on short-term residential rentals was extended to March 27, 2015.

#### I. ITEMS INITIATED BY THE COMMISSION

Commissioner Munir stated that a new representative should be assigned to the Green Building Subcommittee if the subcommittee reconvened in the future. He suggested that a celebration be held to commemorate the service of former Commissioner Karen Cunningham. Chairperson Do read the appeals process.

#### J. ADJOURNMENT to the Regular Meeting of April 9, 2015 at 7:30 pm.

There being no further business, Commissioner Parker moved and Commissioner Munir seconded to adjourn to the meeting of April 9, 2015. The motion carried 3-0 and the meeting adjourned at 8:14 p.m.

Attest:

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