DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of June 22nd, 2017
Regular Meeting

A. CALL TO ORDER

Chairperson Munir called the meeting to order at 7:34 p.m.

B. ROLL CALL

Present: Commissioners Anderson, Cunningham, Munir, and Mackin.
Absent: None.
Staff Present: Community Development Director Swiecki, Senior Planner Johnson and Associate Planner Capasso.

C. ADOPTION OF AGENDA

The Commission adopted the agenda by consensus.

D. CONSENT CALENDAR

1. APPROVAL OF DRAFT ACTION MINUTES
   i. May 25, 2017 regular meeting

Commissioner Anderson moved and Commissioner Mackin seconded to approve the consent calendar. The motion was approved 4-0.

E. ORAL COMMUNICATIONS (limit to a total of 15 minutes)

There were none.

F. WRITTEN COMMUNICATIONS

Chairperson Munir acknowledged written communications received from San Mateo County HEART.

G. WORKSHOP

1. **Draft Parkside at Brisbane Village Precise Plan:** Plan Overview and Orientation

Associate Planner Capasso gave the staff presentation.

Chairperson Munir asked if the property owners within the proposed residential overlay zones could choose to redevelop their properties according to the overlay zoning regulations, and if the existing land use would be allowed to continue when the properties were sold.

Director Swiecki said the property owners would have the choice to redevelop their properties in line with the overlay zoning regulations or the existing zoning regulations. He said the overlay zone would not render the underlying existing land uses nonconforming.

Chairperson Munir asked why residential overlay zones were proposed without mandating redevelopment.

Director Swiecki stated the overlay zone approach was per Council's policy direction, but the Council could modify that if desired. He noted the property owners' had voiced support for an overlay zone versus changes to the existing zoning.

Commissioner Mackin asked why the property at 280 Old County Road was within the same zone as the townhomes on Park Place, as the units at 280 Old County Road were smaller in size than the townhomes.

Associate Planner Capasso replied that while the land use and design framework envisions small units at 280 Old County Road compared to the size of the townhomes envisioned on Park Place, they were similar in terms of physical form and private yard requirements. In contrast, the multi-family development in the PAOZ-2 zone may have several units within a single structure or multiple larger structures and could have shared rather than private yard areas.

Commissioner Mackin asked if the Draft Plan's economic feasibility analysis takes into account planned and in progress residential development in communities surrounding the City. She also asked why the land use and design framework did not show an entrance to the Brisbane Village Shopping Center from Valley Drive.

Associate Planner Capasso replied that Hexagon Consulting Inc. analyzed different access points to the Shopping Center during the conceptual land use alternative preparation, including access from Valley Drive. Ultimately their analysis found that access from Valley Drive posted significant sight-distance concerns. She said that the economic feasibility analysis included planned and in-progress development in San Francisco, South San Francisco, and other adjacent communities. The analysis found that even potential customers from new residential development in adjacent communities would be captured by retail developments closer to those new residential developments. The economic analysis provides policy suggestions to improve the existing shopping center to capture trips that may not currently be captured from existing traffic on Bayshore Boulevard.

Commissioner Mackin asked where the access from Valley Drive was located in the transportation study.

Associate Planner Capasso said the transportation consultants studied access from Valley Drive taken from the existing driveway for 125 Valley Drive. Land Use Concept Alternative C proposed a realignment of Old County Road to connect Valley Drive and Visitacion Avenue, but that alternative was not supported by the City Council and it was not proposed in the Draft Plan.

Commissioner Anderson asked if the Draft Plan required potential relocation of the Post Office.

Associate Planner Capasso indicated the Council ad hoc subcommittee studying the housing portion of the Draft Plan requested that the Post Office be relocated elsewhere in town or accommodated in the site redevelopment.

Chairperson Munir said he was concerned with the proposed entrance to the shopping center from Bayshore Boulevard and that it should be carefully designed.

Associate Planner Capasso stated the City Engineer had voiced concerns with the safety of a shopping center entrance on Bayshore Boulevard, and had worked with MIG to identify the safest location for that entrance. The Design Guidelines also recommend that the City adopt street calming measures to slow traffic in that corridor.

Commissioner Mackin stated her concern over the safety of a Bayshore Boulevard shopping center entrance.

Chairperson Munir asked for questions from the public.

Carolyn Parker, Brisbane resident, asked what incentives were provided to build low-income housing and if low-income housing units would be built separately from market-rate units.

Director Swiecki said the City's inclusionary housing requirements would apply to any new residential development, and inclusionary units would be incorporated into the new residential development. He noted that additional affordable units could be negotiated through a community benefits program.

Tony Verreos, Brisbane resident, asked if property owners could request revisions to the design guidelines after adoption.

Associate Planner Capasso confirmed that property owners could request amendments to the design guidelines after they were adopted.

Chairperson Munir asked Economic Development Director Mitch Bull to make a brief statement on the Draft Plan.

Director Bull stated the Draft Plan gave the City and property owners a benefit to develop higher and better uses for the properties in the Plan area. He noted the Draft Plan could be utilized as existing buildings reach the end of their useful life. He stated the shopping center is nearly fully leased and is generating revenue, but could draw more customers if renovated.

Barbara Ebel, Brisbane resident, said she thought residential architectural design should be art deco inspired. She asked if adding the property at 280 Old County Road lowered the residential density in the PAOZ-1 overlay district.

Associate Planner Capasso said the density in the PAOZ-1 District was not reduced below the Housing Element's requirement of a minimum of 20 dwelling units per acre.

Director Swiecki noted that the Council ad hoc subcommittee recommended spreading out the number of units on Park Place to the property at 280 Old County Road to provide opportunities for negotiations with developers if higher densities were desired on a particular site.

Ms. Ebel said meeting the Regional Housing Needs Allocation (RHNA) requirements was the most important aspect of the Draft Plan.

H. ITEMS INITIATED BY STAFF

Director Swiecki said the Commission would not meet on July 13th as the City Council would use that date for Baylands deliberation, and the Commission would instead have a special meeting on July 18th.

I. ITEMS INITIATED BY THE COMMISSION

1. Adoption of Resolution PC-3-17 to change regular Planning Commission meeting dates to the second and fourth Tuesdays of every month, effective August 1, 2017.

Commissioner Anderson moved adoption of Resolution PC-3-17. Commissioner Cunningham seconded the motion and it was approved 4-0.

2. Correspondence from Commissioner Munir regarding suggested Planning Commission work program items.

Director Swiecki provided updates on the status of the listed items. After discussion, the Commission agreed to develop a "priority work plan" of policy issues to address over the year, which would be agendized at a future meeting as a Commission-initiated item.

Chairperson Munir asked for comments from the audience.

Barbara Ebel suggested that a subcommittee prepare a work plan and submit it to the City Council for approval. She shared her support for revising the Brisbane Acres zoning regulations, item #7 on the submitted list.

Carolyn Parker supported the idea of citizens presenting ideas to the Commission.

J. ADJOURNMENT

Commissioner Cunningham moved and Commissioner Anderson seconded to adjourn to the special meeting of July 18, 2017 at 7:30 p.m. The motion passed 4-0 and the meeting adjourned at 9:12 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.