DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of July 18th, 2017
Regular Meeting

A. CALL TO ORDER

Chairperson Munir called the meeting to order at 7:32 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

Commissioner Anderson moved and Commissioner Mackin seconded to adopt the agenda. The motion was approved 4-0.

D. CONSENT CALENDAR

1. APPROVAL OF DRAFT ACTION MINUTES
   i. June 8, 2017 regular meeting
   ii. June 22, 2017 regular meeting

Commissioner Anderson moved and Commissioner Cunningham 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. NEW BUSINESS

1. PUBLIC HEARING: Parkside at Brisbane Village Precise Plan/General Plan Amendment GPA-2-17.

Director Swiecki introduced Chris Beynon and Christina Paul of MIG, consultants to the City.

Mr. Beynon and Ms. Paul presented an overview of the planning process, development standards, and design guidelines proposed by the Draft Plan.

Chairperson Munir requested development standards to require variation in the roof form of individual buildings, screening of mechanical and HVAC equipment, and that new bus stops be handicap accessible and not block the travel lane.

Ms. Paul stated the development standards did require screening of mechanical and HVAC equipment (Standard 3.3.G).

Director Swiecki stated as an existing bus stop was in proximity to the Plan Area, the Parkside Plan did not plan for a new bus stop. Handicap access for transit stops was required.

Commissioner Anderson requested that electric vehicle charging stations be located away from the building entrance to avoid competing with handicap parking and discourage people from parking illegally in an electric vehicle space.

Chairperson Munir said the draft Plan should address fiber optic upgrades in redevelopment.

Chairperson Munir requested that site design include wind screening.

Chairperson Munir stated that area was partially within the floodplain and asked what requirements would be imposed in that case.

Director Swiecki stated any development on a site within a mapped floodplain would be subject to site-specific improvements and studies to ensure development was flood proofed.

Chairperson Munir stated his concern with entering the Brisbane Village Shopping Center from Bayshore Boulevard.

Commissioner Anderson asked if a level of service or vehicle miles traveled analysis was done for the Parkside Plan.

Director Swiecki stated the analysis performed was related to circulation safety in general.

Chairperson Munir asked how the Draft Plan would address senior housing and universal access for handicapped residents.

Ms. Paul stated the Draft Plan did not designate sites specifically for senior housing. That type of housing would need to be proposed by a developer.

Chairperson Munir asked if the Draft Plan provided for the number of housing units required by the City's Housing Element.

Ms. Paul stated it did.

Chairperson Munir asked about existing City policy regarding public arts.

Director Swiecki stated the Council recently adopted an art in public places program in conjunction with larger building projects and the Council was considering guidelines for administering the program.

Commissioner Cunningham shared her support for a robust public arts program related to the Parkside Plan and for including open areas within new development.

Mr. Beynon said the Parkside Plan's standards and guidelines aimed to have physical building forms complement open spaces and make them more vibrant places for community activity.

Commissioner Cunningham stated she wanted mixed-use and live work buildings to be considered in the Parkside Plan.

Chairperson Munir encouraged courtyards in the middle of large buildings for community gathering.

Director Swiecki stated regarding mixed-use, the economic consultant for the Parkside Plan found that it was challenging to build mixed-use or live-work developments at the relatively low densities and building heights desired by the community, so the Draft Plan did not include a mixed-use component.

Commissioner Mackin requested additional requirements for third-story setbacks to ensure buildings were not monolithic. She also stated that the parking appeared to be inadequate compared to current Municipal Code standards. She suggested that senior housing units could help meet the density requirements and have lesser parking standards.

Director Swiecki said the Planning Commission could recommend that the Draft Plan encourage senior housing. He stated fewer number of bedrooms in a unit would typically result in reduced parking demand. He stated the City was precluded by Housing Element law to privilege one type of special needs housing (e.g., senior housing) over other special needs housing such as low-income and family housing.

Commissioner Cunningham asked if other special needs housing groups could fall into the senior housing development type.

Director Swiecki stated MIG utilized certain prototypical unit size and number of bedroom assumptions in developing the conceptual land use framework that could apply to a variety of small household types.

Chairperson Munir said transit oriented development was not possible in Brisbane due to the lack of adequate public transit and car ownership rates were high. He said the City had an existing parking supply issue.

Commissioner Cunningham suggested requiring an electric shuttle in the Parkside Plan.

Director Swiecki stated the Commission could recommend that the Council include an electric shuttle in any community benefits program tied to implementation of the Parkside Plan. He stated that the proposed density range of 20-30 units per acre would not be feasible to support underground parking.

Chairperson Munir asked about a parking structure adjacent to Bayshore Boulevard at Tunnel Road.

Director Swiecki stated the Planning Commission could recommend that to the City Council as a community benefit.

Ms. Paul referred to the conceptual land use framework on page 22 of the Draft Plan and stated the townhomes on Park Place were approximately 1,000 to 1,400 square-feet. The small units on Old County Road were an average of 700 square-feet, and the multi-family housing was an average of 900 square-feet. The average unit size took into account a variety of actual unit sizes to provide housing for a multitude of households types, including families and single-person households.

Commissioner Cunningham said parking rates for small-unit housing should be at least on a one to one ratio per unit. She said larger units would have even higher car ownership rates.

Mr. Beynon said the Plan attempted to balance a variety of community interests. Some of those interests include the desire to have more open areas, landscaping, and articulation in building footprints, which have to be balanced with on-site parking requirements. While vertical mixed-used was not provided in the Draft Plan, there is horizontal mixed-use in the Parkside Plan supported by enhanced pedestrian and bicycle connectivity. The Commission could recommend to increase parking requirements above current Code requirements, but that could result in loss of other community interests.

Chairperson Munir asked if the number of dwelling units could be reduced.

Director Swiecki stated the number of dwelling units and densities in the Parkside Plan were mandated by the Housing Element.

Commissioner Cunningham asked about opportunity sites for parking lots or parking structures.

Director Swiecki stated there had been conversations about developing a public lot on an infill site on Visitacion Avenue but no formal plans were in the works.

Mr. Beynon stated from a market perspective, residential development would not include off-site parking. From a retail perspective, Bayshore Boulevard is a barrier to pedestrian access. Where that model works is in more compact downtown areas with better connectivity for pedestrians. He said it was considered in preparing the Parkside Plan.

Associate Planner Capasso stated that land use alternative C considered by the City Council in 2016 included a parking structure with much more dense development around it to support it. That alternative was not supported by the Council.

Chairperson Munir asked if the City could designate other properties in Crocker Park to increase the housing unit yield.

Director Swiecki stated that at the direction of the City Council the Parkside Plan included an additional housing opportunity site at 280 Old County Road which expanded the footprint of housing to reduce the building heights on the other properties in the Parkside Area.

Commissioner Mackin suggested recommending to the Council that the City consider in the future acquiring property in collaboration with developers to increase parking on Park Lane.

Chairperson Munir asked if the commercial portion of the Plan Area would be rezoned.

Ms. Paul stated no zoning changes were proposed to the commercial portion of the Plan Area. Its redevelopment was addressed through design guidelines in Chapter 4.

Chairperson Munir announced a five-minute break.

The Commission reconvened.

Associate Planner Capasso reviewed the General Plan amendments and the separate zoning amendment process that would follow.

Commissioner Cunningham stated she did not want to reduce existing parking requirements for development in the Parkside Area.

Chairperson Munir agreed.

Commissioner Mackin suggested recommending to Council that the City proactively look at circulation as a problem and implementing an electric shuttle in town.

Chairperson Munir opened the public hearing.

Stephanie Straka stated she was an attorney with Cox Castle Nicholson representing DCT Industrial, which owns several properties in the Parkside Plan included in the residential zoning overlay. She summarized the comments contained in the letter submitted by her firm to the Commission.

Commissioner Anderson asked Ms. Straka is the property owner intended to redevelop the properties in the near future.

Ms. Straka stated she was unaware of any plans of the property owner to redevelop the properties.

Tony Verreos, Brisbane resident, stated he did not like the name of the Parkside Plan. He thought Crocker Park was an attractive industrial park. He supported requiring height variation and articulation in new buildings. He supported increasing building heights on Park Lane in the rear to allow for podium parking. He said more parking was needed. He supported electric shuttles.

Commissioner Mackin supported Mr. Verreos' statement regarding podium parking in the rear of Park Lane developments.

Bill Dettmer, Brisbane resident, advocated for incorporating handicap accessibility into new buildings in the Parkside Area. He supported the proposed residential overlay.

Lisa Snyder, Brisbane resident, asked for the meaning of "tuck under" parking referred to on the conceptual land use framework.

Ms. Paul replied it meant that the garage was provided on the ground floor within the building footprint.

Ms. Snyder stated that making parking available at the shopping center would attract more customers. She supported small housing unit sizes of 300 square feet for seniors.

Tony Verreos shared his support for smaller unit sizes of about 400 square-feet.

Commissioner Anderson moved and Commissioner Cunningham seconded to close the public hearing. The motion was approved 4-0.

Commissioner Anderson indicated support for the housing vision in the Parkside Plan but had reservations with environmental hazards such as liquefaction. He preferred flexibility to require more parking. He suggested a higher ratio of shade trees to parking spaces than proposed in the Draft Plan. He suggested that any physical shade structures erected in parking lots be covered in solar panels. He supported the modifications requested by DCT.

Commissioner Mackin asked staff to respond to the last comment from Cox Castle Nicholson.

Director Swiecki stated the request from Cox Castle Nicholson related to their desire that existing and future non-residential uses be conforming under the TC-1 and NCRO-1 zoning.

Chairperson Munir stated Parkside Plan implementation will be difficult and liquefaction and traffic impacts seemed not to be considered. He didn't like that it didn't require redevelopment of the Brisbane Village shopping center.

Director Swiecki stated the Draft Plan was a vision tool that gave flexibility to property owners. The City was obligated to allow housing by-right, which was achieved by the overlay residential zones. He stated the development standards and design guidelines in the Draft Plan refine what was proposed in the Housing Element to guide by-right development within the overlay zones.

Commissioner Cunningham stated the property owners had been a part of the discussion from the beginning and their property values would increase as a result.

Commissioner Anderson suggested tying the parking requirements to provision of alternative transportation modes.

Associate Planner Capasso summarized the comments made by individual Commissioners for consideration by the Commission.

Commissioner Anderson stated concern with adopting the Parkside Plan without additional environmental study.

Director Swiecki indicated that a Negative Declaration was adopted for the Housing Element and the proposed Parkside plan was consistent with the Housing Element. He stated that Building Code requirements address site-specific studies and analysis at the time of site-specific development proposals to determine how buildings should be engineered relative to underlying geologic hazards to meet safety standards.

Commissioner Cunningham asked for clarification of private open area policies in Section 3.5.

Ms. Paul reviewed the proposed policies under that section.

Commissioner Anderson moved to continue the Commission's deliberations to the meeting of July 27, 2017 to allow staff to provide responses to the Commissioner's comments and the comments of Cox, Castle and Nicholson dated June 28, 2017. Commissioner Cunningham seconded and the motion was approved 4-0.

H. ITEMS INITIATED BY STAFF

Director Swiecki indicated the City Council would discuss scheduling interviews for the open Planning Commission seat at their meeting on July 20, 2017.

I. ITEMS INITIATED BY THE COMMISSION

Commissioner Mackin thanked MIG for their work on the Parkside Plan presentation.

Commissioner Cunningham requested that the Commission discuss street parking permits at a future meeting.

J. ADJOURNMENT

Commissioner Cunningham moved and Commissioner Anderson seconded to adjourn to the regular meeting of July 27, 2017 at 7:30 p.m. The motion passed 4-0 and the meeting adjourned at 10:30 p.m.

Attest:

_____

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.