DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of September 12, 2017
Regular Meeting

A. CALL TO ORDER

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

B. ROLL CALL

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

C. ADOPTION OF AGENDA

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

D. CONSENT CALENDAR

1. APPROVAL OF DRAFT ACTION MINUTES
   i. July 18, 2017 special meeting
   ii. July 27, 2017 regular meeting

Chairperson Munir moved to adopt the consent calendar. Commissioner Anderson seconded the motion and it 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 Glenn Fieldman.

G. NEW BUSINESS

1. **PUBLIC HEARING: 670 Sierra Point Road; R-1 District; Grading Review EX-5-17;** Grading Review for 788 cubic yards of excavation and export on a 4,986 square foot lot with a 35% slope to accommodate development of a new single-family home; Jerry Kuhel, Kuhel Design, applicant; Michael Glynn, owner; APN 007-441-020.

Associate Planner Capasso gave the staff presentation. She answered Commissioner questions regarding: feedback from the adjacent property owner at 676 Sierra Point regarding the redwood trees, the existing number of street spaces as legally recognized by the BMC, requirements for safety fences, and the height of retaining walls in recent development projects.

Chairperson Munir opened the public hearing.

Jerry Kuhel, applicant, addressed the Commission regarding the proposed on-site parking within the front yard setback, previously approved projects with similar designs, the most recent discussions with the adjacent neighbor regarding the redwood trees, the grading changes required if the structure was pushed back on the lot, and retaining wall screening with landscaping.

Danny Ames shared his concern with the exposed retaining walls, the site drainage and drainage issues on other development projects in the neighborhood.

Cathy Zhu shared photos of a retaining wall uphill of her property and asked for an explanation of the drainage system for this project.

At the request of the Chairperson, Jerry Kuhel noted the drainage system would be designed at building permit.

Barbara Ebel asked that if the redwood trees on the adjacent property must be removed that they be replaced with upper canopy trees. She asked about provisions for electric vehicles, moisture barriers, and water conservation measures.

At the request of the Chairperson, Jerry Kuhel stated the property drainage would be designed at building permit and a landscape designer would be consulted if the redwood trees in question had to be removed.

Ms. Ebel reiterated that the trees be replaced with upper canopy trees if they are removed.

Tony Verreos encouraged use of a graywater system.

Seeing no one else wishing to address the Commission, Commissioner Cunningham moved to close the public hearing. Commissioner Anderson seconded and the motion was approved 4-0.

After deliberation, Commissioner Cunningham moved approval of the application with the following modifications:

- The arborist evaluating impacts to adjacent trees should be acceptable to the adjacent neighbor.
- If the redwood trees are to be removed, they should be replaced with suitable species appropriate to the site.

Commissioner Mackin seconded the motion and it was approved 4-0.

H. ITEMS INITIATED BY STAFF

Director Swiecki announced the project at 36-50 San Bruno Avenue recently approved by the Commission was appealed and would be heard by the Council on October 12, and the Council would consider the Parkside Plan on October 16. He said the Council had not determined when to interview for the open Commissioner seat.

I. ITEMS INITIATED BY THE COMMISSION

1. Discussing of parking regulations and enforcement.

Director Swiecki presented the staff memorandum. The Commission discussed the Planning Commission's purview over street parking, the existing residential permit parking program, the potential for pending State legislation to impact on-site parking requirements, and the need for additional public parking for residents.

Chairperson Munir invited interested members of the public to address the Commission.

Tony Verreos suggested contacting the DMV to provide the number of registered cars in Brisbane and shared frustration with the public parking provided at the Ridge.

Barbara Ebel thought parking lots should be private, not public, suggested a STAR article be published about the existing residential permit parking program, and suggested a Citywide residential permit program be explored.

Denise Gregory shared concerns with airport users parking in town, overcrowding and car ownership in apartments, and lack of enforcement of parking limits.

After discussion, it was the consensus of the Commission for the Chairperson to work with staff to draft a letter to the Council outlining the concerns and policy recommendations discussed by the Commission.

J. ADJOURNMENT

Commissioner Anderson moved and Commissioner Cunningham seconded to adjourn to the regular meeting of September 26, 2017 at 7:30 p.m. The motion passed 4-0 and the meeting adjourned at 9:15 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.