DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of March 27, 2018
Regular Meeting

A. CALL TO ORDER

In the absence of the appointed Chair and Vice Chair, Director Swiecki called the meeting to order at 7:30 p.m.

B. ROLL CALL

Present: Commissioners Gomez, Gooding, Mackin, Patel, and Sayasane.
Absent: None.
Staff Present: Community Development Director Swiecki, Senior Planner Johnson.

Director Swiecki opened the floor for nominations for appointment of an Acting Chairperson for the remainder of the meeting.

Commissioner Sayasane moved appointment of Commissioner Mackin as Acting Chairperson. Commissioner Gooding seconded the motion and it was approved 5-0.

C. INTRODUCTION OF NEWLY APPOINTED COMMISSIONERS

Acting Chairperson Mackin welcomed new Commissioners Gomez, Gooding, and Patel, who each briefly introduced themselves.

D. ADOPTION OF AGENDA

Commissioner Sayasane moved adoption of the agenda. Commissioner Gooding seconded the motion and it was approved 5-0.

E. CONSENT CALENDAR

Commissioner Sayasane moved adoption of the consent calendar. Commissioner Gooding seconded the motion and it was approved 5-0.

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

There were none.

G. WRITTEN COMMUNICATIONS

There were none.

H. NEW BUSINESS

1. **PUBLIC HEARING: Use Permit UP-6-17; 3795 Bayshore Boulevard; TC-2 Southeast Bayshore Trade Commercial District;** Use Permit to allow for outdoor storage of vehicles, equipment and materials on an approximately 1 acre vacant, paved, previously established storage site (former City of Brisbane Corp Yard); Christina Jackson, applicant; M & L Associates, owner.

Senior Planner Johnson gave the staff presentation. He answered Commissioner questions regarding estimated trip counts, potential impacts to the signalized intersection at Bayshore Boulevard and traffic flow on Bayshore Boulevard, enforcement of conditions of approval, limitations on hours of operation related to vehicle trips, procedures for Use Permit revocation, truck idling regulations, site drainage, and business license review and approval.

Acting Chairperson Mackin opened the floor to public comment.

Christina Jackson, the applicant, addressed the Planning Commission in support of the application and answered questions of the Commission regarding prospective tenants.

Commissioner Patel moved to close the public hearing. The motion was seconded by Commissioner Sayasane and approved 5-0.

After deliberation, Commissioner Sayasane moved adoption of Resolution UP-6-17, approving the Use Permit, with the added conditions that storage or staging of rental cars is not included and would require review by the Planning Commission via separate application and that the operations of any tenant shall not degrade the level of service for Bayshore Boulevard to below that called for in the General Plan. Commissioner Patel seconded the motion and it was approved 5-0.

I. ITEMS INITIATED BY STAFF

Director Swiecki updated the Commission on the Council's March 22, 2018 City Council meeting regarding the Baylands and reminded the Commission of the upcoming Planning Commissioners Academy. He announced staff would be scheduling upcoming workshops on specific topics related to the Commission's operations and planning laws.

J. ITEMS INITIATED BY THE COMMISSION

There were none.

K. SELECTION OF PLANNING COMMISSION OFFICERS

Commissioner Patel moved nomination of Commissioner Mackin as Chairperson. Commissioner Sayasane seconded the motion and it was approved 5-0.

Chairperson Mackin moved nomination of Commissioner Sayasane as Vice Chairperson. Commissioner Patel seconded the motion and it was approved 5-0.

L. ADJOURNMENT

Commissioner Gomez moved and Commissioner Gooding seconded to adjourn to the regular meeting of April 10, 2018 at 7:30 p.m. The motion passed 5-0 and the meeting adjourned at 8:34 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.