

BRISBANE PLANNING COMMISSION
Action Minutes of June 12, 2018
Regular Meeting
DRAFT

A. CALL TO ORDER

Chairperson Mackin 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, Associate Planner Capasso.

C. ADOPTION OF AGENDA

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

D. CONSENT CALENDAR

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

E. ORAL COMMUNICATIONS

There were none.

F. WRITTEN COMMUNICATIONS

There were none.

G. NEW BUSINESS

1. **PUBLIC HEARING: Design Permit DP-3-17, Grading Review EX-8-17, Variance V-2-18, Fence Deviation FD-1-18, Use Permit UP-3-18; 661 San Bruno Avenue; R-3 Residential District;** Design Permit, Grading Review, Variance, Fence Deviation, and Use Permit for demolition of an existing single-family dwelling and construction of a new four-unit condominium development on a 6,874 square foot lot; Stephen R. Johnson, applicant/owner.

Associate Planner Capasso presented the staff report and answered questions from the Commission regarding the Municipal Code requirements for dedicated parking space sizes, the legal instrument for dedicating parking spaces to units, guidelines for replacement street trees.

Chairperson Mackin opened the public hearing.

Steve Johnson, applicant, and Charlie Kavanagh, project engineer, addressed the design considerations that require the parking garage to be open on the north side of the building.

Dennis Busse, Brisbane resident, asked that the final project design include bollards or another structural element engineered to stop a car from jumping the wheelstop and that the private sewer line running down the northern side of the property from Tulare Street be replaced during project construction.

Hector Estipona, project architect, addressed the Commission regarding the handrail design adjacent to the garage.

Steve Johnson, applicant, stated he intended to replace the sewer line during project construction.

Commissioner Gomez moved to close the public hearing. Commissioner Gooding seconded the motion and it was approved 5-0.

Following deliberation, Commissioner Saysane moved to approve the application by adopting Resolution DP-3-17/EX-8-17/V-2-18/FD-1-18/UP-3-18, with the additional conditions that the project design incorporate a structural barrier adequate between the north side yard walkway and the wheelstop of the parking spaces, and an advisory condition for the applicant to work with the City Engineer to replace the private sewer line subject to the City specifications. Commissioner Patel seconded the motion and it was approved 5-0.

2. **PUBLIC HEARING: Design Permit DP-2-18, Grading Review EX-2-18; 221 Tulare Street; R-3 Residential District;** Design Permit and Grading Review for demolition of an existing single-family dwelling and construction of new three-unit condominium development on an approximately 6,355 square foot property, requiring 1,384 cubic yards of soil excavation and export; Fred Herring, Herring and Worley Inc., applicant; Harold Lott, owner.

Associate Planner Capasso presented the staff report and answered questions from the Commission regarding street parking improvements.

Chairperson Mackin opened the public hearing.

Fred Herring, applicant and project architect, discussed the proposed street and parking improvements in the right-of-way adjacent to the property line required by the City Engineer and the project design, the noise level of the mechanical parking lifts, the height of the proposed replacement trees, and development plans for the lot to the north.

Boya Yan, Brisbane resident, shared a letter regarding a private sewer line crossing over the subject property and serving other properties to the east.

Associate Planner Capasso noted the City was aware of letters to that effect in the property files but that no recorded easements exist.

Mr. Herring stated if there is a private sewer line it would be accommodated and protected through the project.

Commissioner Gooding moved to close the public hearing. Commissioner Gomez seconded and the motion was approved 5-0.

Following deliberation, Commissioner Patel moved to approve the application by adopting Resolution DP-2-18/EX-2-18, with the additional conditions that the project plans submitted for building permit include the interior mechanical lifts for the parking garage, and an advisory condition for the applicant to work with the City Engineer to replace the private sewer line subject to the City specifications. Commissioner Sayasane seconded the motion and it was approved 5-0.

H. ITEMS INITIATED BY STAFF

Director Swiecki asked the Commission to appoint a 1-2 person subcommittee to study the tree preservation ordinance with staff at the request of the City Council. Commissioner Sayasane moved to appoint Commissioners Gomez and Gooding to the subcommittee. Commissioner Patel seconded the motion and it was approved 5-0. Director Swiecki stated the Council continued the Baylands public hearings to June 21, 2018.

Associate Planner Capasso announced staff intended to cancel the July 10 meeting.

I. ITEMS INITIATED BY THE COMMISSION

Commissioner Gooding inquired when the Commission meetings would be changed to Thursdays.

Director Swiecki stated that change would be effective in August.

J. ADJOURNMENT

Commissioner Gooding moved adjournment to the next regular meeting of June 26, 2018. Commissioner Gomez seconded the motion and the meeting adjourned at 9:12 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.