

BRISBANE PLANNING COMMISSION  
Action Minutes of September 12, 2019  
Regular Meeting  
DRAFT

A. CALL TO ORDER

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

B. ROLL CALL

Present: Commissioners Gomez (arrived at 7:32 p.m.), Gooding, Mackin, and Patel.

Absent: Commissioner Sayasane.

Staff Present: Community Development Director Swiecki, Senior Planner Johnson, Senior Planner Ayres, Sustainability Management Analyst Etherton.

C. ADOPTION OF AGENDA

Commissioner Mackin moved adoption of the agenda. Commissioner Patel seconded the motion and it was approved 3-0.

D. CONSENT CALENDAR

Commissioner Patel moved approval of the consent calendar. Commissioner Gomez seconded the motion and it was approved 4-0.

E. ORAL COMMUNICATIONS

There were none.

F. WRITTEN COMMUNICATIONS

Acting Chairperson Gooding acknowledged written communications from the Housing Leadership Council and 21 Elements.

G. NEW BUSINESS

None.

H. ITEMS INITIATED BY STAFF

1. Staff presentation on 2019 California Building Code update and local “reach codes”.

Senior Planner Johnson gave the staff presentation. The Commissioners and staff discussed electric vehicle (EV) parking regulations, EV infrastructure costs for new construction and retrofitting, and construction and ongoing maintenance costs for all electric buildings vs. electric and natural gas.

2. Staff presentation on commercial building energy benchmarking ordinance.

Sustainability Management Analyst Etherton gave the staff presentation. The Commissioners and staff discussed stakeholder outreach with building owners, green leasing, the costs and types of building retrofitting vs. retrocommissioning, provisions for exceptions or waivers from the ordinance, coordination between property owners and lessees, and the anticipated ordinance implementation timeline.

### 3. Other items

Director Swiecki announced the City Council introduced the tree ordinance and initiated a zoning text amendment regarding how much garage floor area may be exempted from the floor area ratio calculation for single-family homes on substandard lots.

## I. ITEMS INITIATED BY THE COMMISSION

### 1. Update from Commissioner Patel on short term rental stakeholder conversation.

Commissioner Patel reported on the conversation and areas of consensus and disagreement on topics including parking and business license fees.

### 2. Update from Vice Chairperson Gooding on retail cannabis tour.

Acting Chairperson Gooding described his visit with Chairperson Sayasane to two cannabis retail storefronts in San Jose on September 7, White Fire and Caliva.

## J. ADJOURNMENT

Commissioner Mackin moved to adjourn to the regular meeting of Thursday, September 26<sup>th</sup>, 2019. Commissioner Patel seconded the motion and it was approved 4-0. The meeting adjourned at 9:10 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](http://www.brisbaneca.org).