

draft  
BRISBANE PLANNING COMMISSION  
Action Minutes of January 27, 2011  
Regular Meeting

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Cunningham, Do, Parker and Reinhardt  
Absent: Chairman Munir  
Staff Present: Community Development Director Swiecki, Senior Planner Tune,  
Associate Planner Johnson

ADOPTION OF AGENDA

Commissioner Do moved to adopt the agenda. The motion was seconded by  
Commissioner Cunningham and approved 4-0 (Chairman Munir absent).

CONSENT CALENDAR

1. Approval of Draft Action Minutes of January 13, 2011 Regular Meeting

Commissioner Do moved to approve the Minutes. The motion was seconded by  
Commissioner Cunningham and approved 3-0 (Commissioner Reinhardt abstained,  
Chairman Munir absent).

WRITTEN COMMUNICATIONS

Acting Chairperson Parker acknowledged receipt of letters from San Bruno Mountain  
Watch and Sustainability San Mateo County that did not relate to any items on the  
agenda.

STUDY SESSION

1. Fence Regulations

Senior Planner Tune presented the item and responded to questions from the Commission  
regarding razor wire and missing subsection B.5.b of Brisbane Municipal Code Section  
17.32.050 quoted in the agenda report.

Acting Chairperson Parker thanked those who prepared and participated in the survey.  
The Commission and staff discussed the potential for using this type of survey in  
implementing other Housing Element programs.

Acting Chairperson Parker guided the Commission through the suggested text amendments presented in the agenda report. It was noted that the regulations would not be retroactive. The need to inform the public about the adopted fence regulations was emphasized. The Commissioners agreed that new chain-link fences in residential neighborhoods should require a public hearing, as should razorwire in any zoning district.

Senior Planner Tune answered questions regarding the review process for development subject to the San Bruno Mountain Area Habitat Conservation Plan and the Building Official's determination of whether Building Permits would be required for fences over 6 ft. tall.

The Commissioners agreed that allowing 8 ft. tall chain-link fences in the trade commercial districts and as demolition/construction barricades in any zoning district would provide additional security.

Commissioner Cunningham moved to approve Resolution RZ-4-10a to initiate the zoning text amendment process regarding fences. The motion was seconded by Commissioner Do and approved 4-0 (Chairman Munir absent).

2. Implementation of Housing Element Program H.B.3.d Regarding Reasonable Accommodation for Housing for Persons with Disabilities and Updating of Existing Height Limit Exceptions

Senior Planner Tune presented the item. In response to questions from Commissioner Do, he estimated that approximately 12% of Brisbane's population has a disability. He also agreed to provide copies of the reasonable accommodation procedures prepared by the City of Long Beach and Mental Health Advocacy Services, Inc., referenced in the Attorney General's letter.

Commissioner Cunningham spoke in favor of eliminating arcane provisions of the Municipal Code and simplifying the process for accessibility improvements.

Acting Chairperson Parker questioned the need to condition approval of such improvements upon their removal when no longer specifically needed by a resident with a disability.

The Commissioners discussed the potential neighborhood impacts of allowing taller chimneys and rooftop solar equipment. The consensus was to adopt a process to allow administrative approval of height exceptions for rooftop solar equipment with notice to adjacent property owners.

Commissioner Cunningham moved to approved Resolution RZ-2-11a to initiate the zoning text amendment process regarding reasonable accommodation and height limit

exceptions. The motion was seconded by Commissioner Reinhardt and approved 4-0 (Chairman Munir absent).

ITEMS INITIATED BY STAFF

Director Swiecki advised that the City Council had adopted the Housing Element and that staff would be presenting an implementation work program at the Commission's next meeting. He also noted that election of officers was scheduled for that meeting.

ITEMS INITIATED BY THE COMMISSION

Commissioner Do wished everyone a happy Lunar New Year.

ADJOURNMENT

There being no further business, Commissioner Cunningham made the motion, seconded by Commissioner Reinhardt, to adjourn to the regular meeting of February 10, 2011. The motion was approved, 4-0 (Chairman Munir absent), and the meeting was adjourned at 8:50 p.m.

ATTEST:

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John Swiecki, Community Development Director

NOTE: A full video record of this meeting can be found on DVD at City Hall and on the City's website at [www.brisbaneca.org](http://www.brisbaneca.org).