

draft
BRISBANE PLANNING COMMISSION
Action Minutes of July 28, 2011
Regular Meeting

CALL TO ORDER

Chairman Munir called the meeting to order at 7:33 p.m.

ROLL CALL

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

ADOPTION OF AGENDA

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

CONSENT CALENDAR

1. Approval of Draft Action Minutes of July 14, 2011 Regular Meeting

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

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

Chairman Munir acknowledged receipt of an email from the applicant for the public hearing item and materials from staff regarding the first study session.

NEW BUSINESS

1. **PUBLIC HEARING: 575 Tunnel Avenue;** Interim Use Permit UP-13-11; Modification of Interim Use Permit UP-3-09 to change from the storage, dispatch, operations and maintenance of approximately 50 SFO commuter shuttle buses (45 ft buses) to approximately 50 small vans, mini buses and small shuttle buses (up to 25 ft) for para-transit services, with a change in hours from Monday –Friday, 5 am to 9 pm to 7 days per week 24 hours per day, on approximately 2.3 acres previously occupied by an

industrial building, MV Transportation, Inc., applicant; Universal Paragon Corporation owner; APN's 005-152-240, 005-152-250 and 005-152-260

Per the applicant's submitted request, Commissioner Cunningham made the motion to continue the public hearing to the meeting of August 25th. The motion was seconded by Commissioner Parker and adopted, 4-0 (Commissioner Reinhardt absent).

STUDY SESSION

1. Implementation of Housing Element Programs H.B.1.c, H.B.1.f, H.B.1.g, H.B.3.e, H.B.3.i, H.D.1.c & H.E.1.a, Regarding Definitions, Design Permits, Emergency Shelters, Supportive Housing and Development Standards in the Southwest Bayshore Subarea

Associate Planner Johnson responded to the issues raised by the Commission at the previous study session. He described the results of his tour of the Safe Harbor Emergency Shelter. He noted that the facility's director recommended that the City's regulations allow emergency shelters the flexibility to adjust programs depending upon changing needs and the types of funding available.

In response to questions from Commissioner Cunningham and Chairman Munir, Associate Planner Johnson noted that there are various models for emergency shelters, depending upon the segment of the population they are targeting with their services. He explained that a shelter's management plan would be required to address the various populations in need that are proposed to be served.

Commissioner Do stated that project proponents need to be aware of other services available so as to be able to prioritize and avoid duplication. She said potential populations in need of shelter should not be overlooked.

Chairman Munir made the motion, seconded by Commissioner Parker, to adopt Resolution RZ-4-11a to initiate amendment of the Municipal Code. The motion was approved, 4-0 (Commissioner Reinhardt absent),

2. Implementation of Housing Element Programs H.B.3.b, H.B.3.i, H.I.1.b & H.I.1.c, Regarding Parking Requirements

Senior Planner Tune led the review of the Planning Commission's changes to the parking regulations recommended in 2004. He noted that the units at Altamar had been used to gauge parking demand by floor area and number of bedrooms. Commissioner Parker pointed out that the condominium association restricts the number of vehicles that may be parked per unit based upon number of bedrooms.

Chairman Munir suggested that further consideration be given to including the number of bedrooms in the previously recommended residential parking ratios.

Commissioner Cunningham questioned why any of the parking was required to be covered, if garages are more likely to be used for other purposes, which then increases the demand for on-street parking. The Commission and staff then discussed some of the pros and cons of covered parking.

Commissioner Cunningham raised the possibility of a City parking lot to help reduce demand for on-street parking. An in-lieu parking fee was also mentioned.

Senior Planner Tune clarified that renovations were not subject to compliance with the parking regulations, only significant additions. Chairman Munir noted that in those instances where it would be difficult to provide the required parking, exceptions could be considered by the Planning Commission.

Regarding parking exceptions for senior housing, Commissioner Parker requested that staff take parking counts at the Visitacion Gardens apartment complex.

Regarding parking exceptions for units designed and dedicated for occupancy by persons with disabilities, Commissioners Parker and Cunningham requested clarification of the State's Title 24 requirements and restrictions.

At Chairman Munir's suggestion, the Commission agreed to continue the study session to the next meeting.

ITEMS INITIATED BY STAFF

Director Swiecki noted that the appeal of 3000-3500 Marina Boulevard had been granted by the City Council. The Planning Commissioners discussed issues regarding the project.

ITEMS INITIATED BY THE COMMISSION

Chairman Munir proposed that the process for reviewing planning permit extensions be revised.

Commissioner Parker requested that information be provided regarding LED lighting glare impacts.

ADJOURNMENT

There being no further business, Chairman Munir made the motion, seconded by Commissioner Cunningham, to cancel the regular meeting of August 11, 2011, and adjourn to the regular meeting of August 25, 2011. The motion was approved, 4-0 (Commissioner Reinhardt absent), and the meeting was adjourned at 9:42 p.m.

ATTEST:

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.