

BRISBANE PLANNING COMMISSION  
Action Minutes of March 10, 2011  
Regular Meeting

CALL TO ORDER

Chairman Munir called the meeting to order at 7:30 p.m.

ROLL CALL

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

ADOPTION OF AGENDA

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

CONSENT CALENDAR

1. Approval of Draft Action Minutes of February 10, 2011 Regular Meeting

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

ORAL COMMUNICATIONS

No one wished to address the Commission.

WRITTEN COMMUNICATIONS

Chairman Munir noted that nothing was received regarding items on the agenda.

NEW BUSINESS

1. **PUBLIC HEARING:** (55-C) Industrial Way; Use Permit UP-1-11; Extension of Use Permit UP-10-08 for Outside Storage of Vehicles and Equipment on Southern Portion of Vacant Lot North of 131 Industrial Way; The Davey Tree Expert Company, applicant; Universal Paragon Corporation for Sierra Hotel Management Corp., owner; APN Ptn. 005-312-070

Senior Planner Tune presented the item and responded to questions from the

Commission.

Chairman Munir opened the public hearing.

There being no one wishing to speak, Chairman Munir moved that the public hearing be closed. The motion was seconded by Commissioner Cunningham and approved 4-0 (Commissioner Parker absent).

Commissioner Cunningham moved to approve Resolution UP-1-11. The motion was seconded by Commissioner Do and approved 4-0 (Commissioner Parker absent).

2. **PUBLIC HEARING:** (2801) Bayshore Blvd; Use Permit UP-2-11; Temporary Parking Lot for Car Clubs' Event on March 19, 2011; Vanessa Villacarlos, 7-Mile House, applicant; Universal Paragon Corp, owner; APN 005-340-060-100

Associate Planner Johnson presented the item, noting the new conditions of approval recommended in addition to those adopted with the previous approvals in 2009 and 2010.

In response to questions from Commissioner Cunningham, Associate Planner Johnson explained that recommended Condition F, regarding the need for 2 officers each from the Brisbane and Daly City Police Departments, arose from the necessity to call in a second Brisbane police officer at last year's event.

Vanessa Villacarlos, the applicant, noted the additional cost. She stated that she thought the same setup as last year's should work again.

In response to a question from Chairman Munir, Associate Planner Johnson said that given the size of last year's crowd, the Brisbane Police Department felt that a greater presence was needed. Director Swiecki added that any staffing required through the City of Daly City's encroachment permit was outside the Planning Commission's purview.

Chairman Munir opened the public hearing.

Vanessa Villacarlos, applicant, spoke in favor of the request

Terry O'Connell spoke in favor of the city obtaining revenue for parking fees.

There being no one else wishing to speak, Commissioner Cunningham moved that the public hearing be closed. The motion was seconded by Commissioner Reinhardt and approved 4-0 (Commissioner Parker absent).

The Commission questioned the basis for the required number of police officers.

Chairman Munir advised that the Commission could not continue the item to the next meeting to get answers regarding its questions, given the impending date of the event. He suggested that Resolution UP-2-11 be adopted with Condition F revised to require only 1 Brisbane police officer. Commissioner Do so moved. The motion was seconded by Commissioner Cunningham and approved 4-0 (Commissioner Parker absent).

3. **PUBLIC HEARING:** 99-B South Hill Drive; Use Permit UP-3-11; Relocation of Freight Forwarder to Approximately 75,487 Sq. Ft. Portion of Existing Building; DHL Global Forwarding, applicant; William Spencer Co., owner; APN 005-280-230

Senior Planner Tune presented the item and responded to questions from the Commission.

Chairman Munir opened the public hearing.

Joie Garrett, representing the applicant, stated that DHL Global Forwarding had outgrown its existing facility at 485 Valley Drive and was looking to expand with the capability of installing a cold storage room to store a wider range of product.

Dale Ezell, District Manager for DHL Global Forwarding, noted that at one point the business operated at both 99 South Hill Drive and 485 Valley Drive, then vacated 99 South Hill Drive in 2009 as the economy slowed.

In response to Chairman Munir's comment that the Planning Commission needed to balance the applicant's needs with the community's opposition to increases in freight forwarding, Mr. Ezell acknowledged that DHL Global Forwarding had worked with the Viewpoint at the Ridge Homeowners Association to address noise complaints regarding its existing facility at 485 Valley Drive.

David Black, real estate broker for both the applicant and property owner, stated that the facility at 99 South Hill Drive was better designed for freight forwarding than the current location.

Terry O'Connell questioned whether the benefits to the City of the proposed relocation and of freight forwarders in general. She noted specific concerns regarding biohazard hauling risks, back-up beeper noise and parking impacts upon other tenants in the building. She recommended adoption of a moratorium on freight forwarders.

Michele Salmon stated that the pollutant and traffic impacts of freight forwarders affect not just Crocker Park but also San Bruno Mountain and Bayshore Boulevard. She questioned whether building square footage was an accurate basis for projecting freight forwarder traffic. She expressed concern with the hours of operation, possible biohazards and impacts on the intersection of Valley and South Hill Drives.

David Black clarified that the 58 assigned spaces and 60 unreserved spaces at 99 South Hill Drive would be sufficient to meet the applicant's needs without shortchanging the other tenants, as evidenced by the fact that the applicant had operated out of the site without problem for 10 years until they left 2 years ago.

Commissioner Cunningham moved to close the public hearing. The motion was seconded by Commissioner Do and approved 4-0 (Commissioner Parker absent).

After a short recess, the Commissioners asked for more specific information breaking down the number of truck trips over the proposed hours of operation, as well as any projections for future growth within this larger facility. It was also requested that new noise measurements be taken, that information be provided regarding the types of hazardous materials that could be stored, and that the impact of emissions from Valley Drive truck traffic upon Lipman Intermediate School be addressed.

Chairman Munir moved to continue the public hearing to the March 24<sup>th</sup> meeting. The motion was seconded by Commissioner Cunningham and approved 4-0 (Commissioner Parker absent).

#### STUDY SESSION

1. Zoning Text/Map Amendment RZ-3-11; Study Session on Density Transfer and Clustered Development

Senior Planner Tune presented the item.

Chairman Munir suggested that the Commission review the preliminary draft revisions section by section.

Chairman Munir suggested that Section 17.12.040.C be clarified to explain that a site that met the 110 ft. minimum lot width and 140 ft. minimum lot depth standards would still have to meet the minimum 20,000 sq. ft. lot area.

Michele Salmon pointed out that although the density transfer project on San Diego Court may have preserved open space higher on the Mountain, the development affected trails and butterfly corridors through the lower site.

Terry O'Connell recommended that the ordinance specifically require maintenance agreements if any dedicated open space is to remain in private ownership.

Ms. Salmon expressed concern regarding the impact of landscape trees upon adjacent grassland habitat and, by extension, the butterflies. She recommended that landscape plans be reviewed by the HCP technical advisory committee.

It was the consensus of the Commission to continue the matter to a later date.

ITEMS INITIATED BY STAFF

None.

ITEMS INITIATED BY THE COMMISSION

Chairman Munir briefed the Commission on the Open Space & Ecology Committee's energy presentation and allowed Michele Salmon to address the Commission regarding the Mission Blue plant nursery sale.

ADJOURNMENT

There being no further business, Commissioner Cunningham made the motion, seconded by Commissioner Parker, to adjourn to the regular meeting of March 24, 2011. The motion was approved, 4-0 (Commissioner Parker absent), and the meeting was adjourned at 10:23 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).