

draft
BRISBANE PLANNING COMMISSION
Action Minutes of March 24, 2011
Regular Meeting

CALL TO ORDER

Acting Chairperson Parker called the meeting to order at 7:32 p.m.

ROLL CALL

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

ADOPTION OF AGENDA

Commissioner Cunningham moved to revise the agenda to move the second item of New Business before Old Business. The motion was seconded by Commissioner Do and approved 3-0 (Commissioner Reinhardt and Chairman Munir absent).

CONSENT CALENDAR

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

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

ORAL COMMUNICATIONS

Michele Salmon proposed adoption of the Northeast Ridge's CC&Rs by ordinance so the City could enforce them. She also proposed adoption of a night sky protection ordinance with amortization provisions to require existing outdoor lighting to comply.

WRITTEN COMMUNICATIONS

Acting Chairperson Parker noted receipt of notice of administrative approval of a sign permit in the Brisbane Village Shopping Center, in addition to letters regarding Old Business.

NEW BUSINESS (taken out of order)

2. **PUBLIC HEARING: 180 Industrial Way;** Use Permit UP-4-11, Use Permit for a Boxing School; FLAME – Ring of Fire, applicant; Brisbane Bayshore Properties for Sierra Hotel Management Corp., owner; APN 005-311-100

Associate Planner Johnson presented the item.

Acting Chairperson Parker opened the public hearing.

Dale Conway, representing the applicant, described the youth program operated by the non-profit organization and responded to questions from the Commission regarding the availability of parking in the vicinity for occasional events.

Dean Peterson, San Mateo County Environmental Health Director, answered questions from the Commission regarding the required clean up of metals inside the building. He noted that levels were so low and unlikely to become airborne that air monitoring outside the building would not be necessary.

The public hearing was closed on a motion by Commissioner Cunningham, seconded by Commission Do and passed 3-0 (Commissioner Reinhardt and Chairman Munir absent).

After taking additional testimony from Miguel Rios, representing the applicant, and Director Peterson, the Commission adopted Resolution UP-4-11 upon a motion by Commissioner Cunningham, seconded by Commission Do and approved 3-0 (Commissioner Reinhardt and Chairman Munir absent).

OLD BUSINESS

1. **CONTINUED 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, noting an additional recommended condition of approval.

Chairperson Parker opened the public hearing.

Dale Ezell, district manager for DHL, reviewed the history of their operations in Crocker Park and projections for the future. He responded to questions from the Commission regarding DHL's night operations and noise issues.

Jose Elias, warehouse manager for DHL, provided further details regarding the night

operations.

Senior Planner Tune responded to a question from Commissioner Do regarding the stated and projected numbers of daily truck trips.

Acting Chairperson Parker read letters from Hiroshi Tanabe and Beth Grossman into the record.

Mitch Bull, president and chief officer of the Brisbane Chamber of Commerce, noted the number of businesses that have left Crocker Park, reducing the amount of truck traffic. He responded to questions from Acting Chairperson Parker regarding how new businesses could be attracted to Brisbane.

David Black confirmed that Crocker Park is approximately 85% occupied.

Alane Gray spoke in opposition to the proposal, particularly due to noise issues.

Kevin McHenry, Altamar Homeowners Association board president, recounted noise problems with DHL's current operations at 485 Valley Drive. He pointed out that staff did not measure the noise levels from when the metal dock plates are in use.

Acting Chairperson Parker noted for the record that, although she lives in Altamar, she had not previously been involved in the noise issues there.

Dr. Raymond Lui referred to his previous comments opposing the FedEx proposal at 325 Valley Drive. He recommended encouraging healthy businesses to locate in Crocker Park.

Michele Salmon noted that noise in Crocker Park is amplified by its bowl configuration.

Acting Chairperson Parker called for a short recess, after which the public hearing resumed.

Will Spencer, owner of 99 South Hill Drive, explained that the building had been designed to accommodate uses such as DHL.

David Black said that DHL was moving to a more appropriate building for their needs.

A discussion followed as to how freight forwarders were regulated differently from wholesale distribution operations.

Michele Salmon noted additional concerns with refrigerated trucks and cold storage rooms.

In response to questions from Acting Chairperson Parker, Dale Ezell agreed to work with the neighbors regarding the noise issues.

Commissioner Cunningham moved that the public hearing be closed. The motion was seconded by Commissioner Do and approved 3-0 (Commissioner Reinhardt and Chairman Munir absent).

Commissioner Cunningham noted the discrepancy in how freight forwarders and large wholesale distributors are treated. She recognized that all businesses generate truck traffic to some degree. She requested that noise readings be taken when the metal dock plates are dropped. Acting Chairperson Parker added that a comparison between the existing site and the proposed site was needed.

Commissioner Do asked that the differences between the numbers of trucks and trips provided by the applicant be clarified.

Chairman Cunningham moved to continue the public hearing to the April 14th meeting. The motion was seconded by Commissioner Do and approved 3-0 (Commissioner Reinhardt and Chairman Munir absent).

NEW BUSINESS (continued)

1. **PUBLIC HEARING: 100 Old County Road;** Sign Review SR-2-11; Brisbane Village Shopping Center Sign Program Amendment; Judy Yuen Ng, applicant; United Ng's Limited Partnership, owner; APN 005-212-110

This item was continued to the meeting of April 14, 2011, at the previous request of the applicant.

STUDY SESSION

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

This item was continued indefinitely without action by the Commission.

ITEMS INITIATED BY STAFF

None.

ITEMS INITIATED BY THE COMMISSION

None

ADJOURNMENT

There being no further business, Commissioner Cunningham made the motion, seconded by Commissioner Do, to adjourn to the regular meeting of April 14, 2011. The motion was approved, 3-0 (Commissioner Reinhardt and Chairman Munir absent), and the meeting was adjourned at 10:12 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.