

draft  
BRISBANE PLANNING COMMISSION  
Action Minutes of March 31, 2011  
Special Meeting

CALL TO ORDER

Chairman Munir called the meeting to order at 7:34 p.m.

ROLL CALL

Present: Commissioners Cunningham, Do, Parker and Reinhardt and Chairman  
Munir  
Absent: None  
Staff Present: Community Development Director Swiecki, Senior Planner Tune,  
Associate Planner Johnson

ADOPTION OF AGENDA

Commissioner Do moved to approve the agenda. The motion was seconded by  
Commissioner Cunningham and approved 5-0.

CONSENT CALENDAR

1. Approval of Draft Action Minutes of March 24, 2011 Regular Meeting

Commissioner Parker moved to approve the Minutes with one correction. The motion  
was seconded by Commissioner Cunningham and approved 3-0 (Commissioner  
Reinhardt and Chairman Munir abstained).

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

Chairman Munir noted receipt of letters/email from Sava Pentchev, Hiroshi Tanabe &  
Amy Yum, Chris Blick, Charlene Larson, Kevin McHenry, Beth Grossman and Mitch  
Bull regarding then next item of business.

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 results of the second noise readings and additional potential conditions of approval. He responded to questions from the Commission.

Director Swiecki advised the Commission of its legal scope of review of the proposal.

Chairman Munir opened the public hearing.

Dale Ezell, district manager for DHL, provided additional information in response to the Commission's previous request. He responded to questions from the Commission.

Michele Salmon stated that an adequate traffic study had not been done for the project. She noted a number of concerns with the specifics of the proposal.

Terry O'Connell spoke of the need for further study and a moratorium on freight forwarders.

Mitch Bull noted the number of businesses that have left Crocker Park, reducing the amount of truck traffic. He characterized the current cap on freight forwarders in Crocker Park as an existing moratorium.

There being no one else who wished to address the Commission, Commissioner Parker moved that the public hearing be closed. The motion was seconded by Commissioner Cunningham and approved 5-0.

Commissioner Parker noted that the noise impacts at 99 South Hill Drive would be significantly less than those currently experienced at 485 Valley Drive.

The Commission discussed the issues of truck retrofitting to reduce emissions and distinctions between freight forwarders and other types of trucking-dependent uses.

Commissioner Reinhardt agreed that the proposed location would have fewer impacts to neighbors than the current one.

Commissioner Do reiterated the Commission's limited purview in this case.

Commissioner Cunningham recommended that the additional conditions proposed by staff be included to address noise concerns.

Chairman Munir proposed that the conditions include a requirement for screening of any rooftop equipment.

Commissioner Do requested that the conditions reference the applicable federal regulations on transport of hazardous materials.

Commissioner Cunningham moved to adopt Resolution UP-3-11 with the conditions revised as proposed. The motion was seconded by Commissioner Reinhardt and approved 5-0.

#### ITEMS INITIATED BY STAFF

None.

#### ITEMS INITIATED BY THE COMMISSION

Commissioner Parker and Chairman Munir inquired about the status of the study sessions on the R-BA District and the Baylands.

#### ADJOURNMENT

There being no further business, Chairman Munir made the motion, seconded by Commissioner Do, to adjourn to the regular meeting of April 14, 2011. The motion was approved, 5-0, and the meeting was adjourned at 9:06 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](http://www.brisbaneca.org).