

draft
BRISBANE PLANNING COMMISSION
Action Minutes of August 25, 2011
Regular Meeting

CALL TO ORDER

Acting Chairperson Parker called the meeting to order at 7:33 p.m.

ROLL CALL

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

ADOPTION OF AGENDA

Commissioner Cunningham moved to postpone the study session on planning permit expirations and extensions to the next meeting when Chairman Munir is expected to attend. Commissioner Reinhardt seconded the motion to adopt the agenda as revised. The motion was approved 3-0 (Commissioner Do and Chairman Munir absent).

CONSENT CALENDAR

1. Approval of Draft Action Minutes of July 28, 2011 Regular Meeting

Commissioner Cunningham moved to approve the Minutes. The motion was seconded by Acting Chairperson Parker and approved 2-0 (Commissioner Reinhardt abstained, Commissioner Do and Chairman Munir absent).

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

Acting Chairperson Parker acknowledged receipt of materials not regarding items on the agenda.

OLD BUSINESS

1. **CONTINUED 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 September 8th. The motion was seconded by Commissioner Reinhardt and adopted, 3-0 (Commissioner Do and Chairman Munir absent).

NEW BUSINESS

1. **PUBLIC HEARING: (462) & (466) Kings Road;** Use Permit UP-14-11, Variance V-3-11 & Setback Exception Modification SB-1-11; Use Permit to Modify the Parking Regulations to Recognize Four Parking Spaces within the "Alexander Road" Easement, Including Two Off-Site for (466) Kings Road, Variance for Shared Driveway (Alexander Road) and for Houses to Exceed Height Limits, and Setback Exception Modification for Elevated Stairway Within the Side Setbacks Between (462) & (466) Kings Road; Peter Anderson, applicant; Tuhin Roy & Lorn Dittfeld and Tara Schraga, owners; APNs 007-443-110 & 007-443-120

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

Acting Chairperson Parker opened the public hearing.

Peter Anderson, project architect, introduced the property owners Tuhin Roy, Lorn Dittfeld and Tara Schraga. He reviewed the Commission's previous approvals for the property and the changes proposed. He countered staff's recommended condition of approval regarding the upper front decks by showing photographs of existing houses on the upslope side of Kings Road with similar protruding decks.

In response to questions from Commissioners Reinhardt and Cunningham, Senior Planner Tune clarified that the recommendation was an aesthetic one.

In response to comments from Commissioner Reinhardt, Mr. Anderson offered to add more landscaping along the street to provide a vegetative screen. Commissioner Cunningham agreed that this would be a better alternative to smaller decks.

Carl Thomas asked how many trees would be removed.

Susan Van Matre asked how her neighboring property would be affected by construction.

Rong Li questioned what will happen to the portion of the stairway within the easement when Alexander Road is widened at Kings Road. She wanted to make sure that the

house foundations are engineered to take into account the future retaining wall for widening the roadway.

Rochelle Rose expressed concerns about the impacts of construction activity.

Mr. Anderson responded to the public comments, noting that some scrubby trees would have to be removed, but that they intended to maintain as much existing vegetation as possible. He said that the prefab sectional stairway will be removed when the roadway is widened, since the stairs will no longer be needed for emergency access. He said the house foundations had been designed as independent structures to place no load on the future retaining wall. Mr. Anderson said that by utilizing existing retaining walls on the property, the amount of grading and its impacts would be limited.

Tuhin Roy stated that he was in discussions with the Van Matres regarding use of their property for temporary construction access to the lower portion of the subject site.

Acting Chairperson Parker moved to close the public hearing. Commissioner Cunningham seconded the motion, which was approved, 3-0 (Commissioner Do and Chairman Munir absent).

A motion to approve the project, deleting the condition regarding the upper decks and revising the landscaping condition to require more screening along Kings Road, was made by Commissioner Reinhardt, seconded by Commissioner Cunningham, and adopted, 3-0 (Commissioner Do and Chairman Munir absent).

2. **PUBLIC HEARING:** Zoning Text Amendment RZ-4-11; 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 presented the agenda report.

Commissioner Reinhardt commented that the draft ordinance addressed the Commission's concerns regarding emergency housing.

Acting Chairperson opened the public hearing, but no one in the audience wished to speak, so the public hearing was closed on a motion by Commissioner Cunningham and seconded by Commissioner Reinhardt, 3-0 (Commissioner Do and Chairman Munir absent).

Acting Chairperson Parker made the motion, seconded by Commissioner Cunningham, to adopt Resolution RZ-4-11, recommending that the City Council adopt the draft ordinance. The motion was approved, 3-0 (Commissioner Do and Chairman Munir absent).

STUDY SESSION

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

Senior Planner Tune presented the agenda report and responded to questions from the Commissioners.

Acting Chairperson Parker agreed that, based upon the counts taken by staff, there appeared to be justification for reducing the previously recommended guest parking requirement, as well as support for the recommended parking reduction for senior housing complexes.

Commissioner Cunningham stated that the parking situation in Central Brisbane varies from street to street, needing a case-by-case assessment. Commissioner Reinhardt observed that if the parking ordinance changes result in more nonconforming situations, then the Commission will have to deal with them on a case-by-case basis.

Acting Chairperson Parker supported that suggested requirement of only 1 parking space for units under 900 sq. ft.

Commissioner Cunningham noted that larger homes may require more parking because they may be occupied by multiple generations of a family at the same time.

The Commission agreed to continue the study session to the next meeting.

2. Introduction to Form-Based Codes for Implementation of Housing Element Programs H.B.1.a, H.B.1.b, H.B.1.c, H.B.1.d, H.B.3.e, H.B.3.i, H.D.1.b and H.D.1.d, regarding Rezoning the Southern Portion of the Southwest Bayshore SCRO-1 District to R-SWB and the Southwest Portion of Crocker Park TC-1 District to NCRO-3

The Commission agreed to continue the presentation of this item to the next meeting.

3. Planning Permit Expirations and Extensions, Appeal Periods, Hearing Deadlines and Notification Requirements

The Commission agreed to continue the presentation of this item to the next meeting.

ITEMS INITIATED BY STAFF

Director Swiecki noted the upcoming celebration of the 50th anniversary of the City's incorporation.

ITEMS INITIATED BY THE COMMISSION

Acting Chairperson Parker questioned if the City is still accepting applications to the next Brisbane Citizens Academy. Director Swiecki advised any interested persons to contact the City Clerk for information.

ADJOURNMENT

There being no further business, Commissioner Cunningham made the motion, seconded by Commissioner Reinhardt, to adjourn to the regular meeting of September 8, 2011. The motion was approved, 3-0 (Commissioner Do and Chairman Munir absent), and the meeting was adjourned at 9:51 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.