

draft
BRISBANE PLANNING COMMISSION
Action Minutes of December 10, 2009
Regular Meeting

CALL TO ORDER

Chairperson Maturo called the meeting to order at 7:31 p.m.

ROLL CALL

Present: Commissioners Hunter, Munir and Parker (who arrived after Adoption of Agenda), and Chairperson Maturo
Absent: None
Staff Present: Community Development Director Prince, Senior Planner Tune, Associate Planner Johnson

ADOPTION OF AGENDA

Commissioner Hunter moved to adopt the agenda with the Consent Calendar moved after the Discussion of Action Minutes Format. The motion was seconded by Commissioner Munir and approved 3-0 (Commissioner Parker absent).

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

Chairperson Maturo acknowledged receipt of letters from AT&T Mobility and T-Mobile regarding the proposal at 50 Park Place.

OLD BUSINESS

1. **CONTINUED PUBLIC HEARING: 88 Thomas Avenue;** Variance V-2-09, Variance for Development on a Ridgeline, Determination of Consistency with the Agreement with Respect to the San Bruno Mountain Area Habitat Conservation Plan and the Section 10(a) Permit for Proposed Single-Family Residence, and Planning Commission Review for 982+/- Cubic Yards of Grading; Wing Lee, applicant; Gladys Chan, owner; APN 007-350-310

Senior Planner Tune summarized the agenda report and responded to a question from Commissioner Hunter regarding staff's ridgeline view analysis.

Chairperson Maturo opened the public hearing.

Wing Lee, applicant and architect for the project, explained how his “modified east elevation” exhibit illustrated how the proposal had been redesigned to address comments from the public and the Commission. Mr. Wing responded to questions from the Commissioners.

There being no one else who asked to speak, Commissioner Munir moved, seconded by Commissioner Hunter, to close the public hearing. The motion was unanimously approved and the public hearing was closed.

The Commissioners noted the various improvements to the design. Senior Planner Tune confirmed that no formal public comments had been received since this project was originally considered by the Commission at the September 24th meeting. Chairperson Maturo noted that she had reviewed the video from that meeting, at which she was not present. Commissioner Hunter emphasized that ridgeline view analyses cannot assume that existing buildings that already block views will remain in the future.

Commissioner Munir moved to approve the project as recommended in the agenda report. The motion was seconded by Commissioner Hunter and unanimously approved.

2. **CONTINUED PUBLIC HEARING: 50 Park Place;** Use Permit UP-13-09, Use Permit for 70 Ft. Tall Telecommunications Tower with up to 9 Antennas and 63+/- Ft. Tall Temporary Mobile Cell Tower (or 6 Temporary Antennas on Existing Monopole); West Coast Towers LLC, applicant; City of Brisbane, owner; APN 005-201-130

Senior Planner Tune summarized the agenda report. He and Community Development Director Prince answered questions from Commissioners.

Chairperson Maturo opened the public hearing.

Dan Burke, representing the applicant, noted the letters received from the carriers who would be using the proposed tower. He described the difficulties in finding available sites with adequate coverage that are not subject to interference from other facilities. He responded to questions from the Commissioners regarding AT&T's and T-Mobile's coverage/interference analyses of a potential site at the Fire Station. The potential for collocation on the existing and proposed towers at City Hall was also discussed.

Terry O'Connell questioned why the need for such towers was not taken into better consideration in the City Hall remodel plans. She noted that increasing demand for cellular service will result in taller towers with more antenna arrays that would be aesthetically inappropriate at City Hall.

There being no one else who asked to speak, Commissioner Hunter made a motion to close the public hearing, which was seconded by Commissioner Munir and unanimously approved by the Commission.

Commissioner Parker stated that the new tower would conflict with the landscape plan for City Hall site and would not be sufficient to meet future needs.

Commissioner Hunter noted that replacing the existing tower at City Hall might make the most sense.

Commissioner Munir agreed. He said that insufficient data had been submitted to justify the proposed construction of a second tower.

Dan Burke clarified that a 100-110 ft. tower would be needed to accommodate 6 carriers.

Chairperson Maturo questioned whether the community would find more towers or a taller tower desirable at City Hall to provide better service for the freeway.

Commissioner Hunter reviewed the findings required to act on the Use Permit.

Commissioner Hunter moved to deny the Use Permit, based upon findings in a resolution to be drafted by staff and brought back to the next meeting for adoption by the Commission. The motion was seconded by Commissioner Munir and unanimously approved.

NEW BUSINESS

1. **PUBLIC HEARING: 276 Sierra Point Road**; Accessibility Improvement Permit AIP-1-09, Accessibility Improvement Permit for 3 Ft. North Side Setback for Rear Deck Accessing Elevator and Variance for Concrete Pad Under Rear Deck to Exceed Floor Area Ratio Limit; Dan Pennisi, applicant & owner; APN 007-313-020

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

Chairperson Maturo opened the public hearing.

Paul Gallant introduced himself as contractor for the project. He responded to questions from the Commission regarding any difficulty in removing the lift at the rear of the building if it is no longer needed.

With no one else wishing to speak, a motion to close the public hearing made by Commissioner Hunter, with a second by Commissioner Munir, was approved by a 4-0 vote.

The Commissioners discussed the potential for the unenclosed lift to become a noise

problem if it is not properly maintained and whether it should be required to be removed if no longer needed by the applicant. It was concluded that removal was not needed upon resale of the property.

Commissioner Hunter moved to approve the project subject to an additional condition of approval to require that if the rear lift is removed, those portions of the rear deck that were added to increase the floor area under the deck and/or to encroach into the 4.3 ft. side setback shall also be removed.

The motion was seconded by Commissioner Munir and unanimously approved.

2. **PUBLIC HEARING: 515 Tunnel Avenue;** Use Permit UP-15-09; Temporary Christmas Tree Storage for Recycling; Brad Drda, SF Recycling & Disposal, Inc., applicant; Sanitary Fill Company/Recology Properties, owner; APN 005-152-330
Senior Planner Tune summarized the agenda report.

Chairperson Maturo opened the public hearing.

Brad Drda, applicant, responded to questions from the Commissioners.

Terry O'Connell spoke in favor of recycling.

Commissioner Hunter moved to conditionally approve the Use Permit. The motion was seconded by Commissioner Munir and approved, 4-0.

3. **PUBLIC HEARING: 6 San Diego Court;** Design Permit DP-3-09; Renewal of Design Permit DP-4-06 for Single-Family Residence on Parcel "B" of Three-Lot Subdivision Approved through Density Transfer (formerly 6 Humboldt Court); Aidan Fahy, applicant/owner; APN 007-554-050

Commissioner Hunter recused himself, because he owns property within 500 ft. of the site.

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

Chairperson Maturo noted that the applicant was not present. She read into the record written comments received from Nancy Crow Christensen regarding the existing retaining wall at the end of San Diego Court.

Commissioner Parker moved to continue the public hearing to January 14th. The motion was seconded by Commissioner Munir and approved, 3-0 (Hunter abstained).

4. Discussion of Action Minutes Format

Senior Planner Tune explained why the City Council and the other Committee/Commissions had switched to the “action minutes” format. Commissioner Parker noted that she had raised the issue at the Council meeting. Commissioner Hunter said videos of the meetings should be available on the City’s website. Commissioner Munir suggested that software is available to convert audio into written text. Terry O’Connell requested that the record be made accessible to the public in a format that can be easily searched.

CONSENT CALENDAR (taken out of order)

1. Approval of Draft Action Minutes of October 22, 2009 Regular Meeting

Commissioner Hunter moved to approve the minutes. The motion was seconded by Commissioner Munir and approved, 3-0 (Chairperson Maturo abstaining).

2. Approval of Draft Action Minutes of November 12, 2009 Regular Meeting

Commissioner Hunter moved to approve the minutes. The motion was seconded by Chairperson Maturo and approved, 3-0 (Commissioner Munir abstaining).

NEW BUSINESS (continued)

5. Election of Temporary Vice Chairperson

Chairperson Maturo nominated Commissioner Hunter, Commissioner Munir seconded the nomination, and Commissioner Hunter was unanimously elected Vice Chairperson.

ITEMS INITIATED BY STAFF

Community Development Director Prince advised that applications are being accepted by the City Council for two positions on the Planning Commission.

ITEMS INITIATED BY THE COMMISSION

Commissioner Hunter noted what had taken place at the City Council’s reorganization meeting on December 7th, and Commissioner Munir requested that a resolution of appreciation be prepared for former Commissioner Lentz.

ADJOURNMENT

There being no further business, Commissioner Hunter made a motion, seconded by Commissioner Munir, to cancel the regular meeting of December 24, 2009, and to adjourn to the Regular Meeting of January 14, 2010. The motion was unanimously approved and the meeting was adjourned at 10:08 p.m.

ATTEST:

William Prince, Director
Community Development Department

NOTE: A full record of this meeting can be found on DVD available at City Hall.