

draft  
BRISBANE PLANNING COMMISSION  
Action Minutes of June 10, 2010  
Regular Meeting

CALL TO ORDER

Acting Chairperson Parker called the meeting to order at 7:38 p.m.

ROLL CALL

Present: Commissioners Cunningham, Maturo and Reinhardt and Acting Chairperson Parker (Chairman Munir arrived at 8:08 p.m. during the first New Business item)

Staff Present: Senior Planner Tune and Associate Planner Johnson

ADOPTION OF AGENDA

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

CONSENT CALENDAR

1. Approval of Draft Action Minutes of May 13, 2010 Regular Meeting

Commissioner Maturo moved to approve the Minutes with one correction noted by Commissioner Cunningham. The motion was seconded by Commissioner Cunningham and approved 4-0 (Chairman Munir absent).

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

Acting Chairperson Parker noted that she had received an email from Dana Dillworth regarding both public hearing items on the agenda.

NEW BUSINESS

1. **PUBLIC HEARING: 661 San Bruno Avenue;** Design Permit DP-1-10, Use Permit UP-9-10, Variance V-3-10 and Fence Exception FD-1-10; Renewal of Previous Approvals for Four-Unit Multi-Family Dwelling Exceeding Height Limit to Accommodate Van-Accessible Garage Parking Space with Reduced Parking Lot Aisle Width, and 8 Ft. Tall Solid Wood Fence on North Property Line at Garage; Melvin Johnson, applicant/owner; APN 007-362-090

Senior Planner Tune summarized the agenda report.

Acting Chairperson Parker opened the public hearing and invited the applicant to speak.

Melvin Johnson, applicant, explained that it had not been feasible to proceed with the project due to market and economic considerations. In response to a question from Commissioner Maturo, Mr. Johnson could not state when the project would be built.

Dennis Busse expressed his concern about the possibility that construction activity would damage the existing private sewer line that runs between his property and the applicant's.

With no one else wishing to speak, Commissioner Maturo made the motion to close the public hearing. Commissioner Cunningham seconded the motion, which was approved 4-0 (Chairman Munir absent).

At Commissioner Cunningham's request, Senior Planner Tune suggested that recommended Condition of Approval M be amended to include the requirement that the location of the existing private sewer line be identified on the plans and marked at the site prior to start of construction.

Chairman Munir arrived during the Commission's discussion of extensions of project approvals. Private sewer line responsibilities were also discussed.

Chairman Munir made a motion to approve the permits with the added condition regarding identifying the location of the private sewer line on the plans and at the site, which was seconded by Commissioner Cunningham and approved 5-0.

- 2. PUBLIC HEARING: 300 San Bruno Avenue;** Variance V-4-10, Variance to Allow 2 Ft. by 10 ½ Ft. Addition to Encroach 1 ½ Ft. into Required 3 Ft. North Side Setback; Kathleen and Henry Salvia, applicants/owners; APN 007-332-070

Chairperson Parker passed the gavel to Chairman Munir.

Senior Planner Tune summarized the agenda report.

Chairman Munir opened the public hearing.

Kathleen Salvia, applicant, responding to a question from Commissioner Maturo, stated that she had not received any comments from her neighbors regarding the proposal.

Jerry Kuhel noted that existing buildings on two adjacent properties about the property line.

With no one else wishing to speak, Commissioner Maturo made the motion to close the public hearing. Commissioner Reinhardt seconded the motion, which was approved 5-0.

Commissioner Cunningham moved to conditionally approve the Variance as recommended. The motion was seconded by Commissioner Parker and approved unanimously.

#### ITEMS INITIATED BY STAFF

There were no items initiated by staff.

#### ITEMS INITIATED BY THE COMMISSION

Commissioner Maturo initiated a discussion of the appeals process and the fee charged or waived to file appeals. A request was made that the Commission be kept apprised of the Council's review of the fees.

Chairman Munir noted the new Baylands Specific Plan proposal.

Commissioner Parker advised that there had been a San Mateo County Alert System notice of a mountain lion sighting at the Northeast Ridge.

Commissioner Cunningham responded to Dennis Busse's question regarding who to contact in a sewer emergency.

At Commissioner Parker's request, the Commission agenda'd Interim Community Development Director Swiecki's memorandum regarding private sewers for discussion at the next meeting.

#### ADJOURNMENT

There being no further business, Commissioner Cunningham made a motion, seconded by Commissioner Reinhardt, to adjourn to the Regular Meeting of June 24, 2010. The motion was unanimously approved, and the meeting was adjourned at 8:57 p.m.

ATTEST:

---

John Swiecki, Interim Director  
Community Development Department

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

draft  
BRISBANE PLANNING COMMISSION  
Action Minutes of June 10, 2010  
Regular Meeting

CALL TO ORDER

Acting Chairperson Parker called the meeting to order at 7:38 p.m.

ROLL CALL

Present: Commissioners Cunningham, Maturo and Reinhardt and Acting Chairperson Parker (Chairman Munir arrived at 8:08 p.m. during the first New Business item)

Staff Present: Senior Planner Tune and Associate Planner Johnson

ADOPTION OF AGENDA

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

CONSENT CALENDAR

1. Approval of Draft Action Minutes of May 13, 2010 Regular Meeting

Commissioner Maturo moved to approve the Minutes with one correction noted by Commissioner Cunningham. The motion was seconded by Commissioner Cunningham and approved 4-0 (Chairman Munir absent).

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

Acting Chairperson Parker noted that she had received an email from Dana Dillworth regarding both public hearing items on the agenda.

NEW BUSINESS

1. **PUBLIC HEARING: 661 San Bruno Avenue;** Design Permit DP-1-10, Use Permit UP-9-10, Variance V-3-10 and Fence Exception FD-1-10; Renewal of Previous Approvals for Four-Unit Multi-Family Dwelling Exceeding Height Limit to Accommodate Van-Accessible Garage Parking Space with Reduced Parking Lot Aisle Width, and 8 Ft. Tall Solid Wood Fence on North Property Line at Garage; Melvin Johnson, applicant/owner; APN 007-362-090

Senior Planner Tune summarized the agenda report.

Acting Chairperson Parker opened the public hearing and invited the applicant to speak.

Melvin Johnson, applicant, explained that it had not been feasible to proceed with the project due to market and economic considerations. In response to a question from Commissioner Maturo, Mr. Johnson could not state when the project would be built.

Dennis Busse expressed his concern about the possibility that construction activity would damage the existing private sewer line that runs between his property and the applicant's.

With no one else wishing to speak, Commissioner Maturo made the motion to close the public hearing. Commissioner Cunningham seconded the motion, which was approved 4-0 (Chairman Munir absent).

At Commissioner Cunningham's request, Senior Planner Tune suggested that recommended Condition of Approval M be amended to include the requirement that the location of the existing private sewer line be identified on the plans and marked at the site prior to start of construction.

Chairman Munir arrived during the Commission's discussion of extensions of project approvals. Private sewer line responsibilities were also discussed.

Chairman Munir made a motion to approve the permits with the added condition regarding identifying the location of the private sewer line on the plans and at the site, which was seconded by Commissioner Cunningham and approved 5-0.

2. **PUBLIC HEARING: 300 San Bruno Avenue;** Variance V-4-10, Variance to Allow 2 Ft. by 10 ½ Ft. Addition to Encroach 1 ½ Ft. into Required 3 Ft. North Side Setback; Kathleen and Henry Salvia, applicants/owners; APN 007-332-070

Chairperson Parker passed the gavel to Chairman Munir.

Senior Planner Tune summarized the agenda report.

Chairman Munir opened the public hearing.

Kathleen Salvia, applicant, responding to a question from Commissioner Maturo, stated that she had not received any comments from her neighbors regarding the proposal.

Jerry Kuhel noted that existing buildings on two adjacent properties about the property line.

With no one else wishing to speak, Commissioner Maturo made the motion to close the public hearing. Commissioner Reinhardt seconded the motion, which was approved 5-0.

Commissioner Cunningham moved to conditionally approve the Variance as recommended. The motion was seconded by Commissioner Parker and approved unanimously.

#### ITEMS INITIATED BY STAFF

There were no items initiated by staff.

#### ITEMS INITIATED BY THE COMMISSION

Commissioner Maturo initiated a discussion of the appeals process and the fee charged or waived to file appeals. A request was made that the Commission be kept apprised of the Council's review of the fees.

Chairman Munir noted the new Baylands Specific Plan proposal.

Commissioner Parker advised that there had been a San Mateo County Alert System notice of a mountain lion sighting at the Northeast Ridge.

Commissioner Cunningham responded to Dennis Busse's question regarding who to contact in a sewer emergency.

At Commissioner Parker's request, the Commission agenda'd Interim Community Development Director Swiecki's memorandum regarding private sewers for discussion at the next meeting.

#### ADJOURNMENT

There being no further business, Commissioner Cunningham made a motion, seconded by Commissioner Reinhardt, to adjourn to the Regular Meeting of June 24, 2010. The motion was unanimously approved, and the meeting was adjourned at 8:57 p.m.

ATTEST:

---

John Swiecki, Interim Director  
Community Development Department

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