

DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of May 11th, 2017
Regular Meeting

A. CALL TO ORDER

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

B. ROLL CALL

Present: Commissioners Anderson, Cunningham, and Mackin.
Absent: Chairperson Munir.
Staff Present: Senior Planner Johnson and Associate Planner Capasso

C. ADOPTION OF AGENDA

Commissioner Mackin moved and Commissioner Cunningham seconded to adopt the agenda. The motion was approved 3-0.

D. CONSENT CALENDAR

1. APPROVAL OF DRAFT ACTION MINUTES

i. April 13, 2017 regular meeting

Commissioner Mackin moved and Commissioner Cunningham seconded to approve the minutes of April 13, 2017, with a modification on page D.1.i.3 regarding the Commission-initiated item. The motion was approved 3-0.

E. ORAL COMMUNICATIONS (limit to a total of 15 minutes)

There were none.

F. WRITTEN COMMUNICATIONS

Acting Chairperson Anderson acknowledged written communications not on the agenda.

G. NEW BUSINESS

1. **PUBLIC HEARING: Zoning Text Amendment RZ-2-17**; Zoning Text Amendment to Chapters 17.02, 17.16, 17.19, and Chapter 17.32 of Title 17, Zoning, of the Brisbane Municipal Code to implement Housing Element Program H.B.1.g, clarify existing definitions related to office uses, and streamline rooftop solar energy system installations; City of Brisbane, applicant; Location: Citywide.

Associate Planner Capasso gave the staff presentation. Associate Planner Capasso and Senior Planner Johnson answered questions from the Commissioners regarding the background of

Housing Element Program H.B.1.g, permitted uses in the TC-1 District, the current Height Exception Permit process, whether the proposed procedure would apply differently to new construction vs. existing structures, the current building permit fee for solar energy systems, and the energy savings of conservation compared to solar energy generation for single-family homes.

Acting Chairperson Anderson opened the public hearing.

Barbara Ebel stated support for energy conservation measures and said the State conducted a cost-benefit analysis that may address energy savings related to conservation efforts. She stated that if rooftop solar panels are exempted from the height limit, the maximum building height for structures should be lowered by two feet.

Commissioner Mackin moved and Commissioner Cunningham seconded to close the public hearing. The motion was approved 3-0.

After deliberation, Commissioner Cunningham moved adoption of Resolution RZ-2-17 with modifications to the draft ordinance under Section 17.32.060.C.2 to require 21 days of response time for a Height Exception Permit notice. Commissioner Mackin seconded and the motion passed 3-0.

H. ITEMS INITIATED BY STAFF

Senior Planner Johnson announced that recruitment for a new Planning Commissioner would end June 30 and interviews would be scheduled for July 20. He announced the swearing in of new and promoted City staff. Associate Planner Capasso provided updates on the Planning Commission's recommendations for zoning text amendments regarding the TC-2 District and medical cannabis regulations.

I. ITEMS INITIATED BY THE COMMISSION

There were none.

J. ADJOURNMENT

Commissioner Mackin moved and Commissioner Cunningham seconded to adjourn to the regular meeting of May 25th, 2017 at 7:30 p.m. The motion passed 3-0 and the meeting adjourned at 8:36 p.m.

Attest:

John A. Swiecki, Community Development Director

NOTE: A full video record of this meeting can be found on DVD at City Hall and the City's website at www.brisbaneca.org.