

DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of February 13, 2018
Regular Meeting

A. CALL TO ORDER

Chairperson Munir called the meeting to order at 7:30 p.m.

B. ROLL CALL

Present: Commissioners Anderson, Mackin, Munir, and Sayasane.

Absent: None.

Staff Present: Community Development Director Swiecki and Senior Planner Johnson.

C. ADOPTION OF AGENDA

Commissioner Anderson moved to adopt the agenda. Commissioner Mackin seconded the motion and it was approved 4-0.

D. CONSENT CALENDAR

There were no items on the consent calendar.

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

There were none.

F. WRITTEN COMMUNICATIONS

There were none.

G. NEW BUSINESS

1. **PUBLIC HEARING: 515 Tunnel Avenue; HC Beatty Heavy Commercial District; Design Permit DP-2-17;** Design Permit for a new one-story, 4,966 square foot, modular office building, to replace one existing and one preexisting building on the same site which totaled approximately 9,300 square feet; Timothy Caulfield, applicant; Sanitary Fill Company (Recology SF), owner.

Senior Planner Johnson gave the staff presentation and answered the Commission's questions regarding the landscaping and the landfill cap.

Chairperson Munir opened the floor to public comment.

Timothy Caulfield, applicant, and Glen Bongi, Recology's operations manager, addressed the Commission and answered questions.

Seeing no one else wishing to speak, Commissioner Mackin moved to close the public hearing. The motion was seconded by Commissioner Anderson and approved 4-0.

After some discussion, Chairperson Munir moved to adopt Resolution DP-2-17 approving the Design Permit with a revised condition of approval, removing the requirement that the landscape plans include trees and shrubs and indicating that new plantings shall not penetrate the landfill cap. Commissioner Sayasane seconded the motion and it was approved 4-0.

H. ITEMS INITIATED BY STAFF

Director Swiecki reminded the Commission that the City Council would interview candidates for the incumbent and vacant Commission positions on March 6th.

I. ITEMS INITIATED BY THE COMMISSION

1. Verbal report from General Plan/Zoning Consistency Ad hoc Subcommittee. Commissioner Anderson provided an update, indicating that the subcommittee had decided that the general plan/zoning consistency item will be postponed.

Commissioner Anderson reported on the subcommittee meeting between himself, Commissioner Mackin, the City Attorney, and the Community Development Director. He stated the subcommittee ultimately determined that no action was required at the current time.

J. SELECTION OF PLANNING COMMISSION OFFICERS

It was the consensus of the Commission to postpone the selection of Commission officers until after the Council makes appointments to the Commission.

K. ADJOURNMENT

Commissioner Mackin moved and Commissioner Anderson seconded to adjourn to the regular meeting of February 27, 2018 at 7:30 p.m. The motion passed 4-0 and the meeting adjourned at 8:20 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.