

BRISBANE PLANNING COMMISSION  
Action Minutes of February 27, 2018  
Regular Meeting  
DRAFT

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, Senior Planner Johnson, and Associate Planner Capasso.

C. ADOPTION OF AGENDA

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

D. CONSENT CALENDAR

Commissioner Anderson moved adoption of the consent calendar. Commissioner Sayasane seconded the motion and it was approved 4-0.

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: Interim Use Permit UP-8-16; 575-B Tunnel Avenue; C-1 Commercial Mixed Use District;** Interim Use Permit for a 5 year term to allow for outdoor storage/staging of up to 750 rental, passenger vehicles for Avis Budget Group on a vacant, approximately 4.8 acre portion of the Baylands, located behind (immediately east of) the Transdev bus yard, as a temporary overflow lot for vehicles rented through San Francisco International Airport (SFO); Len Corpus, applicant; Tuntex (USA) Inc., owner.

Senior Planner Johnson gave the staff presentation and answered the Commission's questions regarding the analysis of potential traffic impacts, monitoring of compliance with the conditions of approval, and the applicant's security plan.

Chairperson Munir opened the floor to public comment.

Howard Pierce, representing the applicant, and Andrew Crowe, representing tenant, Avis Budget Group, answered the Commission's questions about the proposed business operations, including the timing and route of vehicles entering and exiting the lot.

Barbara Ebel, Brisbane resident, asked the Commission to require soil borings prior to any resurfacing, prohibiting vehicles from using Bayshore Boulevard, and for a fine to be imposed if the business does not comply with the route restrictions.

Dana Dillworth, Brisbane resident, asked for a bathroom facility and fire extinguishers, and for evidence of the right to pass over Transdev's property. She shared her concern with dust exposure from adjacent uses.

Commissioner Anderson moved to close the public hearing. The motion was seconded by Commissioner Sayasane and approved 4-0.

After deliberation, Commissioner Anderson moved adoption of Resolution UP-8-16, approving the Interim Use Permit with revised conditions of approval prohibiting car travel from the site between 7-10 a.m. and 4-6 p.m., requiring video monitoring, bathroom facility, fire extinguisher, gravel maintenance, and annual to semi-annual review by the Community Development Director for compliance with the conditions that may be referred to the Commission as necessary. Commissioner Mackin seconded the motion and it was approved 4-0.

Chairperson Munir read the appeal procedure.

- 2. PUBLIC HEARING: Zoning Text Amendment RZ-2-18; R-1, R-2, R-3, R-BA, and SCRO-1 Zoning Districts;** Zoning Text Amendments to Chapters 17.02, 17.08, 17.10, 17.12, 17.16, and 17.43 of Title 17, Zoning, of the Brisbane Municipal Code to update accessory dwelling unit regulations in the R-BA, R-2, R-3, and SCRO-1 zoning districts consistent with current State law; City of Brisbane, applicant.

Associate Planner Capasso gave the staff report and answered the Commission's questions regarding the definition of single-family dwelling and the clustered development and density transfer process in the R-BA Residential district.

Chairperson Munir opened the floor to public comment.

Dana Dillworth shared her concern with how the zoning text amendments were noticed, and with the previously adopted ministerial permitting process for eligible types of ADUs. She asked if nonconforming lots in the R-1 qualify for an ADU and if the City would impose a minimum unit size.

Chairperson Munir asked staff to address Ms. Dillworth's comments regarding minimum unit sizes and application noticing.

Senior Planner Johnson stated minimum unit sizes were dictated by the California Building Code.

Associate Planner Capasso stated that district-wide zoning text amendments that do not impact a specific property are required to be noticed 10 days before the hearing at the City's three official posting locations, which was done for this application.

Commissioner Anderson asked about the previously approved elimination of minimum lot size for ADUs in the R-1 district.

Associate Planner Capasso stated the Council eliminated the minimum lot size in the R-1 district when they adopted the previous ADU ordinance amendments in 2017.

Barbara Ebel suggested that the Commission retain the minimum lot size in the R-BA.

Chairperson Munir moved to close the public hearing. Commissioner Sayasane seconded the motion and it was approved 4-0.

After discussion, Commissioner Mackin moved adoption of Resolution RZ-2-18 recommending approval of the zoning text amendments to the City Council, modified to retain the minimum lot size requirement in the R-BA zoning district except in cases of an approved clustered development or density transfer permit. Chairperson Munir seconded the motion and it was approved 4-0.

## H. WORKSHOP

### 1. Staff Presentation on 2017 State Housing Legislative Package

Staff presented information on various amendments to State housing law impacting local land use controls adopted in 2017 and a discussion with the Commission ensued. Staff noted that any subsequent Zoning Code amendments to achieve consistency with state law would require formal Planning Commission review.

## I. ITEMS INITIATED BY STAFF

There were none.

## J. ITEMS INITIATED BY THE COMMISSION

Chairperson Munir asked staff to keep the Commission informed on any discussions regarding becoming a charter city.

## K. ADJOURNMENT

Chairperson Munir moved and Commissioner Anderson seconded to adjourn to the regular meeting of March 13, 2018 at 7:30 p.m. The motion passed 4-0 and the meeting adjourned at 9:55 p.m.

Attest:

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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](http://www.brisbaneca.org).