

DRAFT  
BRISBANE PLANNING COMMISSION  
Action Minutes of April 24, 2018  
Regular Meeting

A. CALL TO ORDER

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

B. ROLL CALL

Present: Commissioners Gomez, Gooding, Mackin, Patel, and Sayasane.

Absent: None.

Staff Present: Community Development Director Swiecki, Associate Planner Capasso.

C. ADOPTION OF AGENDA

Commissioner Gooding moved adoption of the agenda. Commissioner Sayasane seconded the motion and it was approved 5-0.

D. CONSENT CALENDAR

Commissioner Gomez moved adoption of the consent calendar. Commissioner Sayasane seconded the motion and it was approved 5-0.

E. ORAL COMMUNICATIONS

There were none.

F. WRITTEN COMMUNICATIONS

Chairperson Mackin acknowledged written communications not on the agenda.

G. NEW BUSINESS

1. **PUBLIC HEARING: Use Permit UP-9-17; 273A Valley Drive; TC-1 Crocker Park Trade Commercial District;** Use Permit for an approximately 6,000 square foot cannabis business (delivery-only retail, light manufacturing, warehousing) in an existing office/warehouse building; Michelle Dizitser, Kannibox, applicant; Avjog Investments LLC, owner. **(continued from the meeting of April 10, 2018)**

Associate Planner Capasso gave the staff presentation. She answered Commissioner questions regarding hours of operation, Building Code exiting requirements, and Police Department review of security measures.

Chairperson Mackin opened the floor to public comment.

Michelle Dizitser and Randy Dizitser, the applicants, addressed the Planning Commission in support of the application and answered questions of the Commission regarding current operations of the company, status of delivery drivers in terms of employment, data collection and analysis, banking, manufacturing methods, future plans to partner with other businesses, delivery vehicle specifications and security, and retention of security logs.

Commissioner Sayasane moved to close the public hearing. The motion was seconded by Commissioner Gooding and approved 5-0.

After deliberation, Commissioner Gomez moved adoption of Resolution UP-9-17, approving the Use Permit. Commissioner Gooding seconded the motion and it was approved 5-0.

#### H. OLD BUSINESS

##### 1. Adoption of Revised Planning Commission Rules and Procedures

Commissioner Gooding moved to adopt the revised Planning Commission rules as presented in the agenda packet. The motion was seconded by Commissioner Patel and approved 5-0.

#### I. ITEMS INITIATED BY STAFF

Director Swiecki said staff would be bringing back a review of the current cannabis regulations as directed by the City Council in the summer. He said the City Council introduced Ordinance 626 to amend accessory dwelling unit regulations. He said staff would initiate Commission training sessions at upcoming meetings.

#### J. ITEMS INITIATED BY THE COMMISSION

The Commission directed staff to look into moving Commission meetings moved back to Thursdays.

#### K. ADJOURNMENT

Commissioner Sayasane moved and Commissioner Gooding seconded to adjourn to the regular meeting of May 8, 2018 at 7:30 p.m. The motion passed 5-0 and the meeting adjourned at 8:40 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).