

DRAFT  
BRISBANE PLANNING COMMISSION  
DRAFT Action Minutes of May 22, 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, and Intern Flamenco.

C. ADOPTION OF AGENDA

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

D. CONSENT CALENDAR

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

E. ORAL COMMUNICATIONS

There were none.

F. WRITTEN COMMUNICATIONS

There were none.

G. ITEMS INITIATED BY STAFF

Director Swiecki introduced Community Development intern Emilio Flamenco.

H. ITEMS INITIATED BY THE COMMISSION

Chairperson Mackin asked staff to follow up on the effective date for changing regular meetings from the second and fourth Tuesdays of every month to the second and fourth Thursdays of every month.

Director Swiecki stated that change would be effective in August.

I. WORKSHOP

1. Planning Commission Training Session #1: Regulatory Overview

The Commission relocated to the Large Conference Room at City Hall for the duration of the workshop. Staff gave a presentation on the State and City's regulatory framework, duties, and responsibilities of the Commission.

J. ADJOURNMENT

The meeting adjourned at 8:55 p.m. by consensus of the Commission.

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).