



CITY of BRISBANE

Planning Commission Meeting Agenda

Thursday, December 03, 2020 at 7:30 PM • Virtual Special Meeting

This virtual meeting is compliant with the Governor’s Executive Order N-29-20 issued on March 17, 2020 allowing for deviation of teleconference rules required by the Brown Act. Consistent with the Order, this virtual meeting provides a safe environment for staff, Planning Commissioners, and the public while allowing for public participation. The public may address the Commission using exclusively remote public comment options which are detailed below.

The Commission may take action on any item listed in the agenda.

The Planning Commission Meeting will be an exclusively virtual meeting. Members of the public may view the meeting by logging into the Zoom Meeting listed below or on Comcast Channel 27 and the City’s YouTube channel at www.youtube.com/Brisbaneca. The agenda materials may be viewed online at www.brisbaneca.org/meetings.

Join Zoom Meeting:

<https://zoom.us/j/95645617043?pwd=aEhJOEJCXYlabzhEWVvkOWROZxc2UT09>

Meeting ID: 956 4561 7043

Passcode: 386781

TO ADDRESS THE COMMISSION:

Members of the public are encouraged to submit written comments before the meeting to the project planner. See posted public notices at <https://www.brisbaneca.org/cd/page/public-notices> for planner contact information. For items that are not public hearings, refer to the staff report for planner contact information. Members of the public who join the live Zoom meeting may address the Commission in the Zoom meeting when called upon by the Chairperson. Please use the “Chat” box in Zoom to alert staff that you want to address the Commission.

Members of the public watching the meeting on YouTube or Channel 27 may email or text comments **prior to the start of the particular agenda item** to the below email and text line:

Email: jswiecki@brisbaneca.org

Text: 415-713-9266

A call-in number is also available for those watching the meeting on YouTube or Channel 27 for oral communications and public hearing items:

Phone Number: +1 (669) 900-9128

Meeting ID: 956 4561 7043.

After entering the meeting ID and pressing #, simply press # a second time to enter the meeting waiting room. No participant code is required. Please wait to call until the Chairperson and/or

staff announces that the phone line is open. When you are let into the meeting, press *6 on your phone to unmute yourself before addressing the Commission. To avoid feedback, please turn off the volume of the meeting broadcast on your TV or computer. You will still be able to hear the Commissioners through your phone.

SPECIAL ASSISTANCE

If you need special assistance to participate in this meeting, please contact the Community Development Department at (415) 508-2120 in advance of the meeting. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

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

CALL TO ORDER

ROLL CALL

ADOPTION OF AGENDA

CONSENT CALENDAR

Please Note: Items listed here as Consent Calendar Items are considered routine and will be acted upon collectively by one motion adopting the Planning Department's recommendation unless a member of the public, the Commission, or its staff asks to remove an item to discuss it. Prior to the motion, the Chairperson will ask if anyone wishes to remove an item from the Consent Calendar.

- A. Approval of draft Regular Meeting minutes of October 22, 2020

ORAL COMMUNICATIONS (Limited to a total of 15 minutes)

WRITTEN COMMUNICATIONS

OLD BUSINESS

- B. **PUBLIC HEARING: 130 Sierra Point Road; Use Permit UP-1-20 and Grading Review EX-1-20;** R-1 Residential District; Use Permit modifying the parking regulations and grading review to allow two nonconforming covered parking spaces within an existing, detached garage, approximately 150 cubic yards of soil cut and export, and removal of six mature trees to allow construction of a new single-family home; Wilson Yu, applicant and owner.

Note: This item was continued from the October 22, 2020 Planning Commission meeting.

- C. **PUBLIC HEARING: 213 Visitacion Avenue; Use Permit UP-4-20 and Design Permit DP-2-20;** NCRO-2 Neighborhood Commercial District- Downtown Brisbane; Design Permit DP-2-20 and Use Permit UP-4-20 for a new 6,516 sq ft, three-story mixed-use building with four residential dwelling units, four on-site parking spaces in mechanical, and a

283 sq ft commercial storefront; Mark Topetcher, applicant; Arcus Housing LLC, owner.

Note: This item was continued from the August 27, 2020 Planning Commission meeting.

NEW BUSINESS

- D. **PUBLIC HEARING: 515 Tunnel Avenue; Use Permit UP-7-20;** HC Heavy Commercial District; Use Permit to allow temporary storage of Christmas trees for recycling from December 13, 2020 through January 31, 2021; Brad Drda, applicant; Recology Properties, Inc., Sanitary Fill Company, owner.
- E. **PUBLIC HEARING: 470 Valley Drive; Use Permit UP-8-20;** TC-1 Trade Commercial District - Crocker Industrial Park; Use Permit to allow Night Operations within 300 feet of residential uses, permitting food production in a new bakery from 10 pm until 3 am; Luke Vernon, applicant; CSHV Crocker LLC, owner.

ITEMS INITIATED BY STAFF

ITEMS INITIATED BY THE COMMISSION

- F. Adoption of Resolution PC-1-20 recognizing Commissioner Mackin's service on the Planning Commission

ADJOURNMENT

- G. CANCELLATION of the regular meetings of December 10 and December 24, 2020 and adjournment to the regular meeting of January 14, 2021.

APPEALS PROCESS

Anyone may appeal the action of the Planning Commission to the City Council. Except where specified otherwise, appeals shall be filed with the City Clerk not later than 15 calendar days following the Planning Commission's decision. Exceptions to the 15 day filing period include the following: appeals shall be filed with the City Clerk within 6 calendar days of the Planning Commission's action for use permits and variances and 10 calendar days for tentative maps and advertising sign applications. An application form and fee is required to make a formal appeal. For additional information, please contact the City Clerk at 415-508-2110.

INTERNET & OTHER ACCESS

Agendas and adopted minutes for meetings of the Planning Commission are posted on the Internet at: www.brisbaneca.org/meetings. Meetings are broadcast live on Comcast Channel 27 and by streaming video on the City's YouTube channel (www.youtube.com/Brisbaneca). Meeting video

archives are available on the City's YouTube channel. Rebroadcasts on Channel 27 are during weeks following the meetings, on Fridays at 5 pm and Sundays at 1 pm. For a DVD copy, please contact the Community Development Department.

NOTICE OF DISCLOSURE

Written information or comments that may include a person's name, address, email address, etc. submitted to the City, Planning Commission, and/or City staff are public records under the California Public Records Act, are subject to disclosure and may appear on the City's website.