

DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of November 12, 2020
Virtual Regular Meeting

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Gooding, Gomez, Mackin, and Sayasane.
Absent: Commissioner Patel
Staff Present: Community Development Director Swiecki, Senior Planner Ayres, Associate Planner Robbins

ADOPTION OF AGENDA

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

CONSENT CALENDAR

Commissioner Gooding moved to adopt the consent calendar (agenda item A). Commissioner Mackin seconded the motion and it was approved 4-0.

ORAL COMMUNICATIONS

There were no oral communications.

WRITTEN COMMUNICATIONS

There were no written communications.

NEW BUSINESS

- B. **PUBLIC HEARING: 170 West Hill Place; Use Permit UP-6-20;** TC-1 Crocker Park Trade Commercial District; Use Permit to allow a cannabis distribution and retail delivery business within an existing 12,900 sq ft building; Jared Cohen, applicant; West Hill 170 Lp, owner.

Senior Planner Ayres gave the presentation.

The Planning Commission asked staff about odor and traffic complaints, as well as whether existing cannabis businesses in the district had generated parking issues since their establishment.

Chairperson Sayasane opened the public hearing.

Jared Cohen, the applicant, and Zachary Ein, the business owner, answered questions about the project including how parking, traffic flow, and driver routing would be managed to reduce congestion impacts.

Stella Chau, San Mateo County Alcohol and Other Drug Services Prevention Coordinator, spoke about strengthening enforcement and monitoring policies for cannabis businesses in general.

With no one else coming forward to address the Commission, Commissioner Gomez moved to close the public hearing. Commissioner Mackin seconded the motion and it was approved 4-0.

The Planning Commission discussed potential traffic volumes in residential areas and adding a condition of approval to disallow routing of delivery vehicles through such areas.

Commissioner Mackin moved to approve the application via adoption of Resolution UP-6-20 with an additional condition that delivery drivers access the site via Valley Drive and avoid all residential areas of Brisbane. Commissioner Gooding seconded the motion and it was approved 4-0.

ITEMS INITIATED BY STAFF

Director Swiecki informed the Commission that the Regional Water Quality Control Board noticed a public meeting regarding remedial action on a portion of the Baylands known as of OU-2 and action on the remaining portion, known as OU-SM, will be noticed in the near future. The Director also announced the City Council continued the grading ordinance update off calendar, and that a brief presentation regarding the status of short-term rental applications and enforcement issues will be made at an upcoming City Council meeting.

ITEMS INITIATED BY THE COMMISSION

There were none.

ADJOURNMENT

Commissioner Gooding moved to adjourn to the special meeting of Thursday, December 3, 2020. Commissioner Gomez seconded the motion and it was approved 4-0. The meeting adjourned at 8:25 p.m.

Attest:

John A. Swiecki, Community Development Director

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NOTE: A full video record of this meeting can be found on the City's YouTube channel at www.youtube.com/BrisbaneCA, on the City's website at <http://www.brisbaneca.org/meetings>, or on DVD (by request only) at City Hall.