



CITY of BRISBANE

Planning Commission Meeting Agenda

Thursday, October 24, 2024 at 7:30 PM • Hybrid Meeting
• Brisbane City Hall 50 Park Place, Brisbane CA

The public may observe/participate in Planning Commission meetings using remote public comment options or attending in person. Planning Commissioners shall attend in person unless remote participation is permitted by law. The Commission may take action on any item listed on the agenda.

TO ADDRESS THE COMMISSION

In Person:

Location: 50 Park Place, Brisbane, CA 94005, Community Meeting Room

Masks are no longer required but are highly recommended in accordance with California Department of Health Guidelines. To maintain public health and safety, please do not attend in person if you are experiencing symptoms associated with COVID-19 or respiratory illness.

To address the Planning Commission on any item on or not on the posted agenda, fill out a Request of Speak Form located in the Community Meeting Room Lobby and submit it to the City staff.

Remote Participation:

Members of the public may observe/participate in the meeting by logging into the Zoom webinar listed below. Planning Commission Meetings may also be viewed live and/or on-demand via the City's YouTube channel at youtube.com/brisbaneca, or on Comcast Channel 27. Archived videos may be replayed on the City's website, brisbaneca.org/meetings. Please be advised that if there are technological difficulties, the meeting will nevertheless continue.

The agenda materials may be viewed online at brisbaneca.org/meetings at least 24 hours prior to Special Meetings, and at least 72 hours prior to a Regular Meeting.

Remote Public Comments:

Meeting participants are encouraged to submit public comments in writing in advance of the meeting to jswiecki@brisbaneca.org. Remote meeting participants may address the Planning Commission via Zoom Webinar using the link or the call in number listed below. Note, the above email will not be monitored during the meeting and emails received during the meeting will not be responded to or brought to the attention of the Planning Commission during the meeting.

Zoom Webinar: (please use the latest version: zoom.us/download)
brisbaneca.org/pc-zoom

Webinar ID: 970 0458 3387

Call In Number: +1 (669) 900-9128

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.

WRITINGS THAT ARE RECEIVED AFTER THE AGENDA HAS BEEN POSTED

All written communications are provided to the Planning Commission. Any written communication that is received after the agenda has been posted but before 4 p.m. of the day of the meeting will be available for public inspection at the front lobby in City Hall and online at brisbaneca.org/meetings. Any writings that are received after 4 p.m. of the day of the meeting will be distributed to the Planning Commission and made available for public inspection at the front lobby and on the internet the day after the meeting (brisbaneca.org/meetings).

Commissioners: Funke, Gooding, Lau, Patel, and Sayasane

CALL TO ORDER

ROLL CALL

ADOPTION OF AGENDA

NEW BUSINESS

- A. [**PUBLIC HEARING: Public Comment on the Draft Guadalupe Quarry Redevelopment Project Environmental Report 1 Quarry Road; Environmental Review 2021-ER-2; Public hearing to receive public comment on the Draft Environmental Impact Report for the Guadalupe Quarry Redevelopment Project. The Project consists of: closure and reclamation of the existing quarry site; annexation of 104 acres of the site into the City of Brisbane; dedication of 46 acres of unannexed land to San Mateo County as open space and protection of 36 areas of the annexed site as open space under a conservation easement; construction and operation of an approximately 1.3 million sf warehouse facility with a 698- passenger space parking garage, 692 uncovered passenger parking spaces, and 154 uncovered trailer parking stalls; access route improvements, ancillary site modifications, and offsite electrical line connection improvements; Tyler Higgins and James Terry, applicants; 1 Quarry Road, LLC, and CLC Associates, LLC, owners.**](#)

CONSENT CALENDAR

- B. [Approval of draft meeting minutes of September 12, 2024](#)
- C. [Approval of draft meeting minutes of September 26, 2024](#)

ORAL COMMUNICATIONS (Limited to a total of 15 minutes)

WRITTEN COMMUNICATIONS

OLD BUSINESS

None

ITEMS INITIATED BY STAFF

ITEMS INITIATED BY THE COMMISSION

ADJOURNMENT

D. Adjournment to the regular meeting of November 14, 2024

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. An application form and fee are required to make a formal appeal. For additional information, please contact the City Clerk at 415-508-2110.

File Attachments for Item:

A. PUBLIC HEARING: Public Comment on the Draft Guadalupe Quarry Redevelopment Project Environmental Report 1 Quarry Road; Environmental Review 2021-ER-2; Public hearing to receive public comment on the Draft Environmental Impact Report for the Guadalupe Quarry Redevelopment Project. The Project consists of: closure and reclamation of the existing quarry site; annexation of 104 acres of the site into the City of Brisbane; dedication of 46 acres of unannexed land to San Mateo County as open space and protection of 36 areas of the annexed site as open space under a conservation easement; construction and operation of an approximately 1.3 million sf warehouse facility with a 698- passenger space parking garage, 692 uncovered passenger parking spaces, and 154 uncovered trailer parking stalls; access route improvements, ancillary site modifications, and offsite electrical line connection improvements; Tyler Higgins and James Terry, applicants; 1 Quarry Road, LLC, and CLC Associates, LLC, owners.



PLANNING COMMISSION AGENDA REPORT

Meeting Date: October 24, 2024

From: Kelly Beggs, Consulting Principal Planner

Subject: 2021-GPA-1-ER-1 Guadalupe Quarry Redevelopment Project Draft Environmental Impact Report Public Comment Hearing.

Background

The City of Brisbane, as the lead agency under the California Environmental Quality Act (CEQA), published a Draft Environmental Impact Report (Draft EIR) for the Guadalupe Quarry Redevelopment Project. The Draft EIR identifies the likely environmental impacts associated with the implementation of the proposed project and recommends mitigation measures to reduce potentially significant impacts.

The purpose of this Planning Commission Hearing is to provide the public with the opportunity to comment on the Draft EIR. Comments received at this public hearing and any written correspondence received during the public review period (October 7, 2024 - December 6, 2024, at 5 PM) will be included in and responded to in the Final EIR.

The Planning Commission's role in the EIR process is to review the Final EIR and make recommendations to the City Council. Along with the Final EIR, the Planning Commission will also consider the proposed planning permits described in the project description below and make recommendations to the City Council. The Final EIR and project planning applications will ultimately be subject to City Council review.

While a project description is provided for reference below, the planning applications are not under consideration at this hearing and comments should be focused on the project's environmental impacts, and not what decision should be taken on the project. The public will have the opportunity to comment on the planning applications at a later public hearing.

Project Description

The project applicant, Orchard Partners, LLC, submitted a General Plan Amendment and a Pre-Zoning application with the City in July 2021 to facilitate land use designation changes, pre-zoning, and annexation of approximately 104 acres of the existing quarry property into the City. The project applicant submitted Design Permit and Vesting Tentative Map applications in November 2022, for the development of an approximately 1.3 million square-foot warehouse within a portion of the Guadalupe Quarry site.

The Project would consist of the following:

- Closure and reclamation of the existing quarry
- Construction and operation of a warehouse facility, parking garage, access routes, and ancillary site modifications
- Dedication and/or protection of upper benches and undeveloped areas of the quarry as open space

Approximately 69 acres of the Project site would be within the Project development area. The Project development area encompasses the warehouse building and ancillary facilities as well as road

improvements. The proposed warehouse building would have a footprint of approximately 500,000 square feet, with a total floor area of approximately 1.3 million square feet, and a maximum height of approximately 100 feet. The proposed building includes warehouse and ancillary office uses on all three floors. The proposed warehouse building would be surrounded by parking, including a truck court, passenger vehicle parking, surface parking, and a 35-foot tall, three-level parking garage containing 698 spaces. Other associated ancillary facilities and improvements would include site circulation, on-site utility connections, landscaping, on-site stormwater infrastructure, and lighting and security elements. Approximately 82 acres of the Project site would be conserved as open space, with 36 acres protected via a conservation easement and 46 acres dedicated to San Mateo County as Open Space. The 46 acres of land proposed for dedication to San Mateo County is not proposed to be annexed into the City of Brisbane.

Primary access to the warehouse facility would be provided via an existing driveway referred to as "Quarry Road," an approximately 0.5-mile-long, two-lane driveway providing access to the quarry site from South Hill Drive. A new secondary access route is also proposed that would provide access to the Project site from South Hill Drive, approximately 0.5 mile west of the existing primary access via Quarry Road. Offsite improvements include approximately two miles of underground electrical line connection and modifications to the existing Pacific Gas and Electric Company Martin/San Francisco Substation.

The Project would require various land use entitlements and approvals, including a General Plan amendment and pre-zoning designations for land that is proposed for annexation into the Brisbane city limits; subdivision of the quarry property into four parcels and a designated remainder; an amendment to the San Bruno Mountain Habitat Conservation Plan (HCP); a sphere of influence amendment and annexation into the City of Brisbane; and a vesting tentative map, design permit, and development agreement.

The Draft EIR Project Description (Draft EIR Chapter 2) provides a more detailed description of the proposed project.

CEQA Overview

An informational sheet with frequently asked questions about CEQA is attached to this staff report for reference. In summary, EIR preparation begins with initial project review, circulation of a Notice of Preparation (NOP) and scoping. A NOP for the Project EIR was released to receive written comments and suggestions as to the appropriate scope of analysis in the EIR from all interested parties from June 16, 2022, to July 18, 2022. A scoping meeting was held on June 30, 2022, at 7:00 p.m. A revised Notice of Preparation of an Environmental Impact Report (EIR) for the Project was released from December 15, 2022, to January 16, 2023. This NOP was recirculated to account for revisions to the project description, including the applicant's submission of a Design Permit for the warehouse to accompany the existing applications for Annexation and General Plan and Zoning Text Amendments.

Summary of Project Impacts

An EIR's analysis of environmental impacts is divided into resource areas, as shown in Table 2 below. The Draft EIR (Attachment 2) found significant and unavoidable impacts would result from the proposed project within five resource areas, impacts that are less than significant with mitigation for 11 resource areas, and less than significant impacts for five resource areas.

Table 1: Resource Area Impact Summary

Less-than-Significant or No Impacts	Less-than-Significant Impacts with Mitigation	Significant and Unavoidable Impacts
• Agricultural and Forestry • Land Use • Mineral Resources • Population and Housing • Public Services	• Aesthetics and Visual Resources • Air Quality • Biological Resources • Cultural and Tribal Cultural Resources • Geology and Soils • Hazards and Hazardous Materials • Hydrology and Water Quality • Recreation • Transportation and Circulation (Impacts TRAN-2 and TRAN-3) • Utilities and Service Systems (Impact UTIL-2) • Wildfire	• Energy • Greenhouse Gas Emissions • Noise and Vibration • Transportation and Circulation (Impact TRAN-1 and Cumulative Transportation Impact) • Utilities and Service Systems (Impact UTIL-1 and Cumulative Utilities Impact)

Note: When a resource area has significant impacts that can be mitigated to less than significant *and* significant and unavoidable impacts, the relevant impacts are shown in parenthesis for reference.

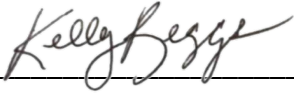
These resource areas and mitigation measures are described in more detail in the Draft EIR, and a summary of all impacts and related mitigation measures is presented in the Draft EIR Executive Summary (see pages ES-12 to ES-55; pdf pages 38-81).

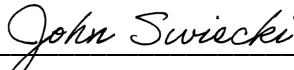
Next Steps

The public review period will be followed by preparation of a Final EIR, responding to comments received during the public Draft EIR review, as well as the preparation of a Mitigation, Monitoring, and Reporting Program (MMRP). The Final and Draft EIR document, along with the required project entitlements, will be reviewed by the Planning Commission and the City Council at additional noticed public hearings in the future prior to any decision on the project.

ATTACHMENTS

- A. [Draft EIR](#) (Appendices available on project website [here](#))
- B. CEQA FAQs


 Kelly Beggs, Principal Consulting Planner


 John Swiecki, Community Development Director



CEQA FAQ

City of Brisbane

What is CEQA?

The California Environmental Quality Act (CEQA) is a state law that requires state and local agencies to inform decisions makers and the public about the potential environmental impacts of proposed projects, and to identify ways to avoid or mitigate those impacts, if feasible. If a project has the potential to cause adverse impacts, the public agency must prepare an Environmental Impact Report (EIR).

What CEQA is and what CEQA is not:

- CEQA is a process, not a permit
 - It doesn't prescribe development standards.
 - It doesn't prescribe acceptable levels of risk.
 - It doesn't specify regulations that projects must follow (local, state, and federal codes apply).
 - It doesn't prescribe study methods.
 - It doesn't recommend whether a project should be approved or denied
- It does require analysis and disclosure of the project's potential impacts, mitigation when feasible, and discussion of those impacts through a public process.
- CEQA places primary responsibility in the hands of the Lead Agency, which is the public agency that has the principal authority for carrying out or approving a project.

What is an EIR?

An EIR is a document that contains in-depth studies of potential environmental impacts of a project, including construction and operation of a project, mitigation measures to reduce or avoid significant impacts, and an analysis of alternatives. The EIR itself does not determine whether a project will be approved; instead, it is an informational and disclosure document taken under consideration during the City's decision-making process.

What are the contents of an EIR?

Generally, an EIR covers the following resource areas:

- | | | | |
|--------------------------|---------------------------------|------------------------|-------------------------------|
| • Aesthetics | • Energy | • Land Use & Planning | • Recreation |
| • Agriculture & Forestry | • Geology & Soils | • Mineral Resources | • Transportation |
| • Air Quality | • Greenhouse Gas Emissions | • Noise | • Tribal Cultural Resources |
| • Biological Resources | • Hazards & Hazardous Materials | • Population & Housing | • Utilities & Service Systems |
| • Cultural Resources | • Hydrology & Water Quality | • Public Services | • Wildfire |

An EIR also includes a project description, describes the environmental setting, identifies significant project and cumulative impacts, growth-inducing impacts, feasible mitigation measures to avoid or lessen any significant environmental impacts, and alternatives to the project.

When is CEQA compliance required, and who is responsible for certifying an EIR?

A public agency must comply with CEQA when it undertakes an activity defined by CEQA as a "project." A project is an activity undertaken by a public agency or a private activity that requires discretionary approval from a public agency and may cause either a direct physical change or a reasonably foreseeable indirect change in the environment. Discretionary approval means that there is an exercise of judgment or deliberation by a governing body, such as the Planning Commission or City Council, in determining whether a project will be approved or a permit will be issued. Discretionary approvals include Design Permits, Conditional Use Permits, and legislative actions such as Zoning Amendments and General Plan Amendments.

Who prepares the EIR and who pays for it?

An EIR must reflect the independent judgement of the lead agency. The lead agency contracts with a qualified environmental consultant to prepare an EIR. The applicant is responsible for paying for the cost of EIR preparation through a reimbursement agreement with the City.

What are the major steps to the CEQA Process and when can I provide input on a CEQA document?

Public input is a critical component of the CEQA environmental review process. There are many opportunities to participate including via email, mail, or during public meetings. Additionally, when a Draft EIR has been completed, the City must notify the public that the Draft EIR is available for review and comment through the Notice of Availability (NOA). The NOA will include general information about a project; the comment period; the date, time, and location of public hearings; and the location where the Draft EIR and supplemental information is available for review. The public review and comment period is generally 45 days.

Major steps include:

Activity	Purpose	Public Participation Opportunity
1 Notice of Preparation (NOP)	Communicates to the public, agencies, and organizations an EIR is being prepared. Also serves to solicit input on the scope and content of the environmental information to be included in the EIR.	Public Comment. The NOP is typically circulated to nearby property owners, posted on the project website, mailed to responsible agencies, and filed with the County Clerk and the State Clearinghouse. The public may submit comments at any time during the public comment period. Public Meeting. A public meeting is held to solicit scoping comments from the public.
2 Draft EIR	The Draft EIR includes a project description, identification of significant environmental impacts, feasible mitigation measures and alternatives	The Draft EIR includes publication of NOP public comments.
3 Notice of Availability (NOA)	An NOA signals that the Draft EIR is available for public review and comment for no less than 45 days. The NOA also identifies where the Draft EIR may be reviewed and how to submit comments on the Draft EIR.	Public Comment. The NOA is typically circulated to nearby property owners and interested parties, posted on the project website, and filed with the County Clerk and the State Clearinghouse. The public may submit comments at any time during the public comment period. Public Meeting. A public meeting is held to solicit comments from the public on the Draft EIR.
4 Final EIR	A Final EIR includes the Draft EIR, responses to public comments received during the Draft EIR comment period and any additional relevant project information.	The Final EIR includes comments and responses to Draft EIR public comments.
5 Certification	A certification is an official position taken by the City indicating that the EIR has complied with CEQA for the identified project.	Public Meeting. The decision-making body certifies the EIR with a portion of the meeting dedicated to public comment.

How does the Final EIR respond to public input?

The Final EIR includes the Draft EIR, comments received on significant environmental issues, and responses to such comments. Comments should focus on the sufficiency of the Draft EIR in identifying and analyzing environmental

impact, and ways in which the significant environmental effects of the project might be avoided or reduced. The City, as the lead agency for the project, in turn, must evaluate all comments on significant environmental issues received on the Draft EIR and prepare a written response. The written response must address the significant environmental issue raised.

How Does an EIR Influence Decision-making?

The Lead and Responsible Agencies must consider the information in the EIR before taking final action on the project. Feasible mitigation must be incorporated into the approval, reducing the project's environmental impacts. Mitigation becomes conditions of approval or other requirements enforced by the agency. The City Council must explain itself: findings are adopted to describe the disposition of each significant impact and rejected alternatives. A "Statement of Overriding Considerations" is adopted if any impacts are unavoidable.

Where can I learn more about the CEQA Process?

The California Governor's Office of Land Use and Climate Innovation provides additional material and links to learn about CEQA. Please visit <https://lci.ca.gov/ceqa/> for more information.

File Attachments for Item:

B. Approval of draft meeting minutes of September 12, 2024

DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of September 12, 2024
Hybrid Meeting

ROLL CALL

Present: Commissioners Funke, Gooding, and Lau
Absent: Commissioners Patel and Sayasane
Staff Present: Director Swiecki, Senior Planner Johnson, Associate Planner Robbins

CALL TO ORDER

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

ADOPTION OF AGENDA

A motion by Commissioner Funke, seconded by Commissioner Gooding to adopt the agenda. Motion approved 3-0.

CONSENT CALENDAR

A motion by Commissioner Funke, seconded by Commissioner Gooding to adopt the consent calendar. Motion approved 3-0.

ORAL COMMUNICATIONS

There were none.

WRITTEN COMMUNICATIONS

Chairperson Lau acknowledged written correspondence pertaining to Item C on the agenda.

NEW BUSINESS

- B. **PUBLIC HEARING: General Plan Amendment 2024-GPA-1;** Citywide; General Plan amendment to the Health and Safety Element to update the date of the most recently adopted Local Hazard Mitigation Plan; and finding that this project is categorically exempt from environment review under CEQA Guidelines Section 15061(b)(3).

Associate Planner Robbins presented staff's report to the Commission.

Chairperson Lau opened the public hearing.

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With no one wishing to address the Commission, a motion was made by Commissioner Gooding and seconded by Commissioner Funke to close the public hearing. The motion was approved 3-0.

After discussion, a motion was made by Commissioner Funke and seconded by Commissioner Gooding to approve the amendment via adoption of Resolution. The motion was approved 3-0.

Chairperson Lau read the appeal procedure.

- C. PUBLIC HEARING: 277 San Francisco Ave; Use Permit 2024-UP-2; NCRO-2** zoning district; Use Permit to allow for an approximately 1,838 square foot Montessori preschool on the ground floor of the existing mixed-use building, at the corner of San Francisco Ave and San Bruno Ave; and finding that this project is categorically exempt from environmental review under CEQA Guidelines Section 15301; Natalie Aguilar Picazo, applicant; 277 San Francisco LLC, owner.

Senior Planner Johnson presented staff's report to the Planning Commission and answered questions.

Chairperson Lau opened the public hearing.

Natalie Aguilar Picazo, applicant, owner of the preschool, addressed the Commission.

Chairperson Lau opened the public hearing. Numerous people commented in person, email and via text on the application, including both those in favor and opposed to the application.

Once no more members of the public indicated that they would like to address the Commission, a motion was made by Commissioner Funke and seconded by Commissioner Gooding to close the public hearing. The motion was approved 3-0.

After Commission discussion, a motion was made by Commissioner Gooding, seconded by Commissioner Funke to approve the application via adoption of Resolution 2024-UP-4. The Resolution was approved 3-0, with added conditions to restrict student access to the existing, shared lobby on the San Bruno Ave side of the building and for the addition of an acoustic ceiling to reduce potential sound impacts to upstairs neighbors.

Chairperson Lau read the appeal procedure.

ITEMS INITIATED BY STAFF

Director Swiecki noted that the Day in the Park is October 5, 2024 with a Planning Department booth, inviting any Commissioners interested in participating to contact him.

ITEMS INITIATED BY THE COMMISSION

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There were none.

ADJOURNMENT

Chairperson Lau declared the meeting adjourned to the next regular meeting of September 26, 2024, at approximately 9:50 p.m.

Attest:

John A. Swiecki, Community Development Director

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.

File Attachments for Item:

C. Approval of draft meeting minutes of September 26, 2024

DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of September 26, 2024
Hybrid Meeting

ROLL CALL

Present: Commissioners Funke, Lau, Patel, and Sayasane
Absent: Commissioners Gooding
Staff Present: Director Swiecki, Principal Planner Ayres, Associate Planner Robbins

CALL TO ORDER

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

ADOPTION OF AGENDA

A motion by Commissioner Patel, seconded by Commissioner Funke to adopt the agenda. Motion approved 4-0.

CONSENT CALENDAR

There were no items.

ORAL COMMUNICATIONS

There were none.

WRITTEN COMMUNICATIONS

Chairperson Lau acknowledged one written correspondence pertaining to an item not on the agenda.

OLD BUSINESS

There were none.

NEW BUSINESS

There were none.

WORKSHOP

A. Density Bonus and Inclusionary Housing Ordinance Workshop

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The purpose of this workshop is to review possible proposed changes to the draft Density Bonus and Inclusionary Housing Ordinance previously reviewed and recommended for approval by the Planning Commission in 2019.

Principal Planner Ayres gave an overview of density bonus law and the purpose of inclusionary housing policies. The Commission discussed several alternatives to construction of on-site inclusionary housing units and gave staff direction to bring back additional information and analysis on several alternatives.

ITEMS INITIATED BY STAFF

Director Swiecki noted that the Day in the Park on October 5, with a Community Development booth; Planning Commissioner County-wide Training on October 29 in San Mateo; City Council at its [September 19, 2024 meeting](#) approved contract to start the planning program for 70 Old County Rd and to expect more information later this fall; the EIR for the Quarry will be published in October which will be heard later this fall.

ITEMS INITIATED BY THE COMMISSION

There were none.

ADJOURNMENT

Chairperson Lau declared the meeting adjourned to the next regular meeting of October 10, 2024 at approximately 8:27 p.m.

Attest:

John A. Swiecki, Community Development Director

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.