

BRISBANE PLANNING COMMISSION  
Action Minutes of April 10, 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 Gomez moved adoption of the agenda. Commissioner Sayasane seconded the motion and it was approved 5-0.

D. CONSENT CALENDAR

Commissioner Sayasane moved adoption of the consent calendar. Commissioner Gooding 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. ITEMS INITIATED BY STAFF

1. Adoption of Revised Planning Commission Rules and Procedures

The Planning Commission reviewed the current Planning Commission Rules and Procedures and gave direction to staff regarding revisions throughout the document. Director Swiecki indicated staff would bring the document back with revisions as directed by the Commission for formal adoption by resolution.

H. ITEMS INITIATED BY THE COMMISSION

1. Verbal Report on 2018 League of California Cities Planning Commissioners Academy.

Commissioner Sayasane and Commissioner Gooding reported out on their attendance on the Academy. Staff was requested to make the conference materials available to the entire Commission.

I. ADJOURNMENT

Commissioner Patel moved and Commissioner Gooding seconded to adjourn to the regular meeting of April 24, 2018 at 7:30 p.m. The motion passed 5-0 and the meeting adjourned at 8:15 p.m.

Attest:

A handwritten signature in black ink, appearing to read 'J A Swiecki', written over a horizontal line.

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).