

DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of December 16, 2021
Virtual Special Meeting

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Funke, Gooding, Gomez, and Sayasane

Absent: Commissioner Patel

Staff Present: Director Swiecki, Senior Planner Johnson, and Associate Planner Robbins

ADOPTION OF AGENDA

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

CONSENT CALENDAR

Commissioner Funke moved to adopt the consent calendar (agenda item A). Commissioner Gomez 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: 34 Visitacion Avenue; Design Permit Modification 2021-DP-3; NCRO-2 Neighborhood Commercial Downtown Brisbane;** Design Permit to modify the exterior façade by installing faux wood, metal siding, a new illuminated address sign, new exterior lighting, and new windows and paint; Ben Hart, applicant; Maya LLC (Assaf Benjamin), owner.

Associate Planner Robbins gave the presentation and answered questions from the Commission about the scope of work, clarifying there would be no structural alterations or physical alterations made to the structure's massing, and how objective design standards might be applied to a request such as this one in the future.

Chairperson Gooding opened the public hearing.

Ben Hart, applicant, addressed the Commission and spoke about the purely aesthetic exterior façade improvements under this request and shared that other, interior improvements are being made to the building's apartment units under separate permits.

With no one wishing to address the Commission, Commissioner Sayasane moved to close the public hearing. Commissioner Funke seconded the motion and it was approved 4-0.

After deliberation, Commissioner Funke moved to approve the application via adoption of Resolution 2021-DP-3. Commissioner Gomez seconded the motion and it was approved 4-0. Chairperson Gooding read the appeals procedure.

WORKSHOP

- C. **2023-2031 Housing Element Update: Demographics, Housing Needs and the Balancing Act Tool;** This workshop will include a presentation and engagement with the City's affordable housing strategic plan consultant, ECONorthwest, to discuss demographic trends and Brisbane's need for affordable housing, as well as a demonstration of the Balancing Act online engagement tool, designed to obtain community input on potential housing sites and densities for the Housing Element update.

Senior Planner Johnson introduced the City's affordable housing strategic plan project consultant Chris Blakney of ECONorthwest. He provided an overview of current demographic trends related to Brisbane's housing needs as well as what services they will provide as the City prepares a new Housing Element. Particular emphasis was given to Brisbane's population growth, special needs groups within the population, the availability of workforce housing within the City, Brisbane's existing housing types, and the level of cost-burdenship residents experience.

Mr. Blakney answered questions from the Commission pertaining to how the City's RHNA number represents an existing need of housing units, by affordability, rather than a State-mandated projection of growth, the suitability of site for housing versus the feasibility of building affordable housing units, and the complexities of funding affordable housing projects so they would be cost effective for developers.

Senior Planner Johnson announced the City has launched a new tool called Balance Brisbane that allows the community to help the City identify potential housing sites, and clarified that the sites and densities shown on the tool represent locations and reasonable densities staff believes could accommodate housing units but the simulation tool allows the community to identify other sites as well as alternative densities.

Associate Planner Robbins demonstrated the simulation tool, including where it can be accessed, and highlighted how it is a tool to foster public engagement to help inform the City where it should apportion its RHNA and how residents can use the tool to select sites, obtain additional information

about site suitability and feasibility, assign housing units, provide comments, stay informed about the Housing Element update.

Senior Planner Johnson ended the workshop by providing a general timeline of the Housing Element update, including next steps, and resources for additional information on the process.

ITEMS INITIATED BY STAFF

Director Swiecki highlighted major development projects anticipated to go before the Commission in 2022, in addition to the Housing Element update, including development at the Brisbane Quarry and at Sierra Point, and indicated both development projects will include environmental review under CEQA.

Senior Planner Johnson advertised another Housing Element community engagement tool, the Fair Housing Community Survey, available on the City's website until January 15, 2022.

ITEMS INITIATED BY THE COMMISSION

There were none.

ADJOURNMENT

Chairperson Gooding declared the meeting adjourned to the next regular meeting of January 13, 2021 at approximately 9:05 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.