

DRAFT  
BRISBANE PLANNING COMMISSION  
Action Minutes of May 26, 2022  
Virtual Regular Meeting

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Funke, Gooding, Patel, and Sayasane

Absent: Commissioner Lau

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

ADOPTION OF AGENDA

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

CONSENT CALENDAR

A motion by Commissioner Patel, seconded by Commissioner Funke to adopt the consent calendar (agenda item A) was approved 4-0.

ORAL COMMUNICATIONS

There were no oral communications.

WRITTEN COMMUNICATIONS

Chairperson Gooding acknowledge one letter was received pertaining to agenda item B.

NEW BUSINESS

- B. PUBLIC HEARING: 3998 Bayshore Boulevard; Use Permit 2021-UP-1, Grading Review 2021-EX-2, Habitat Conservation Plan Compliance 2021-HCP-1; SCRO-1 Zoning District; Construction of new 3,714 sq ft single-family home on a vacant lot; Xie Guan, applicant; Dryfast LLC, owner.**

Senior Planner Ayres gave the staff presentation and answered questions about the City's role in mediating conversations between neighbors and how building height is measured, and clarified regulations pertaining to the height of retaining walls.

Chairperson Gooding opened the public hearing.

Bill Guan, applicant, addressed the Commission in support of the project.

With no one wishing to address the Commission, a motion by Commissioner Patel, seconded by Commissioner Funke to close the public hearing was approved 4-0.

After deliberation, a motion by Chairperson Gooding, seconded by Commissioner Funke, to approve the application via adoption of Resolution 2021-UP-1/2021-EX-2/2021-HCP-1, amended to eliminate inapplicable language contained within condition M.3 and require consultation with the neighbor prior to removal of the Eucalyptus tree, was approved 4-0.

#### ITEMS INITIATED BY STAFF

Director Swiecki stated the City Council introduced an amended Grading Ordinance and continued the appeal of the revocation of the Google Bus yard Interim Use Permit for additional information at their last meeting. He also informed the Commission that the draft Baylands Specific Plan is under City review and is not ready for Planning Commission review.

Senior Planner Ayres noted the draft Housing Element is anticipated to be released mid or late June, with a workshop and public hearing to follow.

#### ITEMS INITIATED BY THE COMMISSION

There were none.

#### SELECTION OF PLANNING COMMISSION OFFICERS

A motion by Commissioner Gooding, seconded by Commissioner Sayasane to nominate Commissioner Patel as the new Chairperson was approved 4-0.

A motion by Commissioner Gooding, seconded by Commissioner Sayasane to nominate Commissioner Funke as the new Vice-Chair was approved 4-0.

#### ADJOURNMENT

At approximately 8:25 p.m., Chairperson Gooding declared the cancellation of the June 9, 2022 meeting and adjourned to the next regular meeting of June 23, 2022.

Attest:

---

John A. Swiecki, Community Development Director

DRAFT  
Brisbane Planning Commission Minutes  
May 26, 2022  
Page 3

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