

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.

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

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](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.