

DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of August 11, 2022
Virtual Regular Meeting

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Funke, Gooding, Lau, Patel, and Sayasane
Absent: None
Staff Present: Director Swiecki, Senior Planner Johnson, and Senior Planner Ayres

ADOPTION OF AGENDA

A motion by Commissioner Gooding, seconded by Commissioner Lau to adopt the agenda. Motion approved 5-0.

CONSENT CALENDAR

There were no items on the consent calendar.

ORAL COMMUNICATIONS

There were no oral communications.

WRITTEN COMMUNICATIONS

There were no written communications.

WORKSHOP

A. **2023-2031 Housing Element Update:** Orientation and Overview of Draft 2023-2031 Housing Element

Senior Planners Johnson and Ayres provided an overview of the changes to the organization of the Draft 2023-2031 Housing Element compared to the current 2015-2022 Housing Element and summarized the contents on the draft Housing Element, which included:

- *Chapter 1: Introduction* | City setting, Housing Element law, public participation, and consistency with the General Plan;
- *Chapter 2: Community Characteristics & Housing Needs* | Population and housing characteristics, trends, and needs;
- *Chapter 3: Resources and Opportunities* | Land resources, including site selection methodology and inventory, and financial and regulatory resources that encourage affordable

housing, subsidize housing costs, preserve housing quality, and/or promote fair housing for all and anti-displacement of existing special needs housing units;

- *Chapter 4: Constraints* | Governmental and non-governmental constraints that restrict housing development, such as land use regulations, building codes, land prices, construction costs, and availability of financing; and
- *Chapter 5: Housing Plan* | Goals, policies, and programs and quantified objectives for preservation of existing units and construction of new units within the 2023-2031 cycle.

Commissioners asked staff about the City's obligation to zone for housing units versus the construction of new units by private developers, and how future water supply reductions might constrain housing production over the planning period.

Staff reviewed the 30-day formal comment period running through September 9, 2022 and upcoming public hearings at the Planning Commission and City Council. Once the City Council approves the Draft 2023-2031 Housing Element for submittal to the State, the State will review the draft and, based on the experience of other cities, **will** have comments and revisions for the City to address. Depending on how many iterations are required by the State, the revised, final 2023-2031 Housing Element will be adopted by the City Council and submitted to the State for certification by mid-2023.

ITEMS INITIATED BY STAFF

Senior Planner Ayres announced an in-person Planning Commissioner training provided by the Institute for Local Government (ILG) in October 2022.

ITEMS INITIATED BY THE COMMISSION

There were none.

ADJOURNMENT

Chairperson Patel declared the meeting adjourned to the next regular meeting of August 25, 2022 at approximately 8:30 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.