

DRAFT  
BRISBANE PLANNING COMMISSION  
Action Minutes of April 10, 2025  
Hybrid Meeting

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Funke, Gooding, Lau, and Sayasane

Absent: Commissioner Patel

Staff Present: Director Swiecki, Principal Planner Ayres, Senior Planner Johnson

ADOPTION OF AGENDA

A motion was made by Commissioner Funke and seconded by Commissioner Lau to adopt the agenda. Motion approved 4-0.

CONSENT CALENDAR

A. Approval of draft meeting minutes of November 14, 2024

B. Approval of draft meeting minutes of February 27, 2025

A motion by Commissioner Gooding, seconded by Commissioner Funke, to approve the consent calendar was approved 4-0.

ORAL COMMUNICATIONS

Michele Salmon, Brisbane resident, expressed her concern about the homes on the Northeast Ridge that have enclosed their courtyard area, thereby increasing their square footage. She noted that additions, altering the flow of water, and enclosed fences, are not allowed per the CC&Rs.

WRITTEN COMMUNICATIONS

There were none.

NEW BUSINESS

There were none.

OLD BUSINESS

There were none.

WORKSHOP

- C. Discussion of Amendment to the Open Space Element of the General Plan, to comply with California Senate Bill 1425 (2023) requiring an update by January 1, 2026.

Senior Planner Johnson presented to the Commission.

The Commission asked questions of staff regarding the source of the draft goals, how annual reports are provided to the City Council, the Brisbane Acres requisitions, and considerations in preserving and or acquiring additional open space.

Chairperson Sayasane opened public comment.

Michele Salmon, Brisbane Resident, suggested the Commission reference the original text in the 1994 General Plan, the Open Space element and in the 2001 Open Space Plan. She spoke about the Brisbane Acres and environmental concerns regarding endangered species population and habitat and historical structure preservation. She also spoke about additional areas that should be maintained as habitat and recreation areas.

Chairperson Sayasane asked and Senior Planner Johnson confirmed that more information and further discussion will be available after the Parks and Recreation Commission and the Open Space and Ecology Committee (OSEC) workshops in May.

#### ITEMS INITIATED BY STAFF

Director Swiecki stated the Draft EIR for the Baylands Specific Plan was published and available to view online, a public meeting to accept public comment will be held on June 12, 2025, and the written comment period will be open until the end of August 2025.

#### ITEMS INITIATED BY THE COMMISSION

- D. Consideration of changing Commission meeting time

With one member of the Commission and one staff member absent, the discussion was deferred to the next meeting.

#### ADJOURNMENT

- E. Chairperson Sayasane declared the meeting adjourned to the next regular meeting of May 8, 2025 at approximately 8:15 p.m.

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Attest:

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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.