

DRAFT  
BRISBANE PLANNING COMMISSION  
Action Minutes of January 27, 2022  
Virtual Regular Meeting

CALL TO ORDER

Chairperson Gooding called the meeting to order at approximately 7:40 p.m.

ROLL CALL

Present: Commissioners Funke, Gooding, Gomez, Patel, and Sayasane

Absent: None

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

ADOPTION OF AGENDA

Commissioner Funke moved to adopt the agenda. Commissioner Gomez seconded the motion and it was approved 5-0.

CONSENT CALENDAR

Commissioner Patel moved to adopt the consent calendar (agenda item A). Commissioner Funke seconded the motion and it was approved 5-0.

ORAL COMMUNICATIONS

Sherry Goodwin, Brisbane resident, addressed the Commission on behalf of “Save the Acres” regarding the number of signatures collected in opposition to the Planning Commission’s consideration to approve public right of way lines to facilitate construction of three parcels within the Lower Brisbane Acres above Kings Road, from November 2019. These signatures were submitted to coincide with the Balance Brisbane simulation tool which asks residents to consider housing development on a portion of the Lower Brisbane Acres (Lower Thomas Hill).

Barbara Ebel, Brisbane resident, requested the Planning Commission consider establishing architectural design guidelines or standards of a singular style, such as Art Deco, in downtown Brisbane along Visitacion Avenue. She disagreed with statements made at prior public hearings related to adoption of objective residential design standards that residents preferred a variety of architectural styles.

WRITTEN COMMUNICATIONS

There was one written communication regarding an item not on the agenda.

WORKSHOP

**B. 2023-2031 Housing Element Update:** “Balance Brisbane” Update, Review of Performance from 2015-2022 Housing Element, and an Overview of Affirmatively Furthering Fair Housing.

Senior Planner Johnson introduced the second of a series of workshops leading up to the preparation of a draft Housing Element.

Associate Planner Robbins began the presentation with an update on the data collected thus far from the Balance Brisbane simulation tool, sharing two charts that showed which planning subareas received responses for a housing allocation and the average number of housing units by subarea.

Chairperson Gooding invited public input or comment on this topic.

Erin Becker indicated she submitted a simulation and asked for clarification about where within the Lower Acres subarea housing development was being suggested.

Senior Planner Johnson clarified the only part of the Lower Acres subarea the simulation tool identifies as a potential site for increasing the allowable housing density, over what is currently allowed, are parcels adjacent to San Bruno Avenue and Thomas Avenue, or Lower Thomas Hill, as it is called on the simulation tool.

Associate Planner Robbins reminded the Commission that the Balance Brisbane simulation tool is accepting submissions until February 6, 2022, is available in English and Chinese, and a new how-to video about the simulations tool has been published on the City’s website.

Senior Planner Ayres provided an overview of the City’s obligations to affirmatively further fair housing in Housing Element policies by ensuring vulnerable communities in Brisbane have equal and protected access to quality housing. She answered questions about the City’s dormant home buyer assistance program, the utilization of Housing Choice Vouchers in the City, and the scarcity of data pertaining to discrimination based on sexual orientation and gender identity.

Chairperson Gooding invited public input or comment on this topic.

Barbara Ebel recommended the Commission consider land trusts when considering policies and programs for the draft Housing Element.

Senior Planner Ayres indicated the City has contracted with ECONorthwest to prepare an Affordable Housing Strategic Plan in coordination with the preparation of the draft Housing Element, and as part of the work, ECONorthwest will look at potential funding sources and tools for increasing access to affordable housing, which could include land trusts.

Senior Planner Johnson reviewed the performance of the current Housing Element (2015-2022) and highlighted the key accomplishments made under this Housing Element while acknowledging some persistent challenges towards developing affordable housing units. He answered questions from the Commission about how to capture accurate data to better classify ADUs constructed within Brisbane as meeting the City’s RHNA for low-income housing, the mechanism and application of requiring

deed restricted housing in Brisbane, and how other cities are performing with meeting their housing needs in comparison to Brisbane.

Chairperson Gooding invited public input or comment on this topic.

Barbara Ebel shared her desire to voluntarily deed-restrict her recently constructed detached dwelling unit as an affordable unit, which staff indicated was not allowed under current policies. She suggested the City consider requiring ADUs to be deed-restricted as affordable for a limited term.

Senior Planner Johnson indicated the next steps in the preparation of the draft Housing Element, with additional workshops on February 10<sup>th</sup> and 24<sup>th</sup> that will cover a housing needs assessment, the Balance Brisbane final results, and housing constraints, as well a discussion on housing sites inventory and draft policies and programs.

The Commission asked for more information on the City's COVID-19 rental assistance program. Senior Planners Johnson and Ayres indicated there is a dedicated fund for the program and the parameters for the program and eligibility criteria are available on the [City's website](#). Senior Planner Ayres indicated staff would follow up with more information about the program.

#### ITEMS INITIATED BY STAFF

Director Swiecki informed the Commission that the City Council heard the Objective Design and Development Standards zoning text amendment and continued the item to allow time to consider land use concerns raised during the hearing, announced the League of California Cities Planning Commissioners Academy in March 2022, and highlighted a March 3, 2022 City Council workshop for the aforementioned Affordable Housing Strategic Plan.

#### ITEMS INITIATED BY THE COMMISSION

There were none.

#### ADJOURNMENT

Chairperson Gooding declared the meeting adjourned to the next regular meeting of February 10, 2022 at approximately 9:00 p.m.

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.