

DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of May 25, 2023
Hybrid Meeting

ROLL CALL

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

CALL TO ORDER

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

ADOPTION OF AGENDA

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

CONSENT CALENDAR

A motion by Commissioner Gooding, seconded by Commissioner Patel to adopt the consent calendar (agenda item A). Motion approved 5-0.

ORAL COMMUNICATIONS

Jameel Munir, Brisbane resident, inquired about the status of the 2023-2031 Housing Element and General Plan updates.

WRITTEN COMMUNICATIONS

Chairperson Funke acknowledged 13 written correspondences pertaining to agenda item B.

NEW BUSINESS

- B. PUBLIC HEARING: 25 Visitacion Ave; 2023-DP-1/2023-UP-3; NCRO-2 District;** Demolition of an existing commercial building and construction of a new two-story, 4,078 square foot mixed-use structure including one single-family dwelling unit and attached accessory dwelling unit constructed above and behind a 734 square foot storefront; and finding that this project is categorically exempt from environment review under CEQA Guidelines Sections 150301(l), 15303(a), and 15303(c); Xie Guan, applicant; Bonnie Boswell and Joel Diaz, owners.

Senior Planner Ayres gave the staff presentation and answered questions from the Commission about the setbacks of the new structure in relation to neighboring buildings and how the applicant could provide the required parking.

Chairperson Funke opened the public hearing.

Joel Diaz, applicant, answered questions about the number of bedrooms within the residential unit, timetable to construct the project, and potential construction impacts to neighbors.

Jameel Munir, Brisbane resident, spoke in favor of the project.

With no one wishing to address the Commission, a motion by Commissioner Patel, seconded by Commissioner Gooding to close the public hearing was approved 5-0.

During deliberations, Joel Diaz publicly withdrew his request for a parking modification to reduce the parking requirement of the project. A motion by Commissioner Gooding, seconded by Commissioner Sayasane, to approve the design permit and use applications as modified by the applicant, with a condition of approval that the project shall meet the parking requirement of three off-street parking spaces, was approved 5-0.

Resolution 2023-DP-1/2023-UP-3 will be amended by staff to reflect the applicant's withdrawal of the request to modify the parking regulation and capture the modifications made by the Commission, and brought back to the Commission for approval at the next regular meeting.

Chairperson Funke read the appeals process.

ITEMS INITIATED BY STAFF

Director Swiecki informed the Commission that the [2023-2031 Housing Element was certified by the State](#) and closure of the comment period for the [Baylands Notice of Preparation of an EIR](#) on May 26, 2023.

ITEMS INITIATED BY THE COMMISSION

There were none.

ADJOURNMENT

Chairperson Funke declared the meeting adjourned to the next regular meeting of June 8, 2023 at approximately 8:45 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.