

DRAFT  
BRISBANE PLANNING COMMISSION  
Action Minutes of March 28, 2024  
Hybrid Meeting

ROLL CALL

Present: Commissioners Funke, Gooding, Lau, and Sayasane  
Absent: Patel  
Staff Present: Director Swiecki, Principal Planner Ayres, Associate Planner Robbins

CALL TO ORDER

Chairperson Funke called the meeting to order at 7:33 p.m.

ADOPTION OF AGENDA

A motion by Commissioner Gooding, seconded by Commissioner Lau to adopt the agenda. Motion approved 4-0.

CONSENT CALENDAR

A motion by Commissioner Gooding, seconded by Commissioner Sayasane to adopt the consent calendar (agenda item A). Motion approved 4-0.

ORAL COMMUNICATIONS

There were none.

WRITTEN COMMUNICATIONS

Chairperson Funke acknowledged written correspondence pertaining to agenda item B.

NEW BUSINESS

**B. PUBLIC HEARING: 100 Harold Road; Tentative Parcel Map 2023-TPM-1; R-BA** Brisbane Acres Residential District; Tentative parcel map to establish a 56,230 square foot, buildable parcel; and finding that this project is categorically exempt from environment review under CEQA Guidelines Sections 15301(e) and 15302; Jerry Tso, applicant and owner.

Commissioner Lau recused himself from the hearing due to a potential conflict of interest.

Associate Planner Robbins gave the presentation and answered questions from the Commission about the Deferred Street Improvement Agreement made between the applicant and the City.

Chairperson Funke open the public hearing.

Erin Becker, Brisbane resident, spoke about the newly adopted Dark Skies Ordinance and its potential applicability to the project.

With no one else wishing to address the Commission, a motion by Commissioner Sayasane, seconded by Commissioner Gooding to close the public hearing was approved 3-0.

After deliberation, a motion by Commissioner Sayasane, seconded by Commissioner Gooding to approve the application via adoption of Resolution 2023-TPM-1 was approved 3-0.

Chairperson Funke read the appeal procedure.

Commissioner Lau returned.

#### ITEMS INITIATED BY STAFF

There were none.

#### ITEMS INITIATED BY THE COMMISSION

There were none.

#### SELECTION OF PLANNING COMMISSION OFFICERS

A motion by Commissioner Sayasane, seconded by Commissioner Gooding to nominate Commissioner Lau as the new Chairperson was approved 4-0.

A motion by Commissioner Gooding, seconded by Commissioner Lau to nominate Commissioner Sayasane as the new Vice-Chair was approved 4-0.

#### ADJOURNMENT IN MEMORY OF FORMER PLANNING COMMISSIONER, CAROLYN PARKER

With a cancelation of the April 11, 2024, meeting, Chairperson Funke declared the meeting adjourned to the next regular meeting of April 25, 2024, at approximately 7:53 p.m.

Attest:

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John A. Swiecki, Community Development Director

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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.