



# CITY of BRISBANE

## Planning Commission Meeting Agenda

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Thursday, March 28, 2024 at 7:30 PM • Hybrid Regular Meeting  
• Brisbane City Hall 50 Park Place, Brisbane CA

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The public may observe/participate in Planning Commission meetings using remote public comment options or attending in person. Planning Commissioners shall attend in person unless remote participation is permitted by law. The Commission may take action on any item listed on the agenda.

### TO ADDRESS THE COMMISSION

#### In Person:

Location: 50 Park Place, Brisbane, CA 94005, Community Meeting Room

Masks are no longer required but are highly recommended in accordance with California Department of Health Guidelines. To maintain public health and safety, please do not attend in person if you are experiencing symptoms associated with COVID-19 or respiratory illness.

To address the Planning Commission on any item on or not on the posted agenda, fill out a Request of Speak Form located in the Community Meeting Room Lobby and submit it to the City staff.

#### Remote Participation:

Members of the public may observe/participate in the meeting by logging into the Zoom webinar listed below. Planning Commission Meetings may also be viewed live and/or on-demand via the City's YouTube channel at [youtube.com/brisbaneca](https://youtube.com/brisbaneca), or on Comcast Channel 27. Archived videos may be replayed on the City's website, [brisbaneca.org/meetings](https://brisbaneca.org/meetings). Please be advised that if there are technological difficulties, the meeting will nevertheless continue.

The agenda materials may be viewed online at [brisbaneca.org/meetings](https://brisbaneca.org/meetings) at least 24 hours prior to Special Meetings, and at least 72 hours prior to a Regular Meeting.

#### Remote Public Comments:

Meeting participants are encouraged to submit public comments in writing in advance of the meeting. Aside from commenting while in the Zoom webinar the following email and text line will be also monitored during the meeting and public comments received will be noted for the record during Oral Communications or during an Item.

Email: [jswiecki@brisbaneca.org](mailto:jswiecki@brisbaneca.org) or Text: 415-713-9266

**Zoom Webinar:** (please use the latest version: [zoom.us/download](https://zoom.us/download))  
[brisbaneca.org/pc-zoom](https://brisbaneca.org/pc-zoom)

**Webinar ID:** 970 0458 3387

**Call In Number:** +1 (669) 900-9128

### **SPECIAL ASSISTANCE**

If you need special assistance to participate in this meeting, please contact the Community Development Department at (415) 508-2120 in advance of the meeting. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

### **WRITINGS THAT ARE RECEIVED AFTER THE AGENDA HAS BEEN POSTED**

All written communications are provided to the Planning Commission. Any written communication that is received after the agenda has been posted but before 4 p.m. of the day of the meeting will be available for public inspection at the front lobby in City Hall and online at [brisbaneca.org/meetings](https://brisbaneca.org/meetings). Any writings that are received after the agenda has been posted but after 4 p.m. of the day of the meeting will be available on the internet at the start of the meeting ([brisbaneca.org/meetings](https://brisbaneca.org/meetings)), at which time the materials will be distributed to the Planning Commission.

**Commissioners: Funke, Gooding, Lau, Patel, and Sayasane**

### **CALL TO ORDER**

### **ROLL CALL**

### **ADOPTION OF AGENDA**

### **CONSENT CALENDAR**

*Please Note: Items listed here as Consent Calendar Items are considered routine and will be acted upon collectively by one motion adopting the Planning Department's recommendation unless a member of the public, the Commission, or its staff asks to remove an item to discuss it. Prior to the motion, the Chairperson will ask if anyone wishes to remove an item from the Consent Calendar.*

- A. Approval of draft meeting minutes of February 22, 2024

### **ORAL COMMUNICATIONS** (Limited to a total of 15 minutes)

### **WRITTEN COMMUNICATIONS**

### **OLD BUSINESS**

### **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.

### **ITEMS INITIATED BY STAFF**

## **ITEMS INITIATED BY THE COMMISSION**

### **SELECTION OF PLANNING COMMISSION OFFICERS**

### **ADJOURNMENT**

C. Adjournment in memory of former Planning Commissioner, Carolyn Parker, to the regular meeting of April 11, 2024.

### **APPEALS PROCESS**

*Anyone may appeal the action of the Planning Commission to the City Council. Except where specified otherwise, appeals shall be filed with the City Clerk not later than 15 calendar days following the Planning Commission's decision. Exceptions to the 15 day filing period include the following: appeals shall be filed with the City Clerk within 6 calendar days of the Planning Commission's action for use permits and variances and 10 calendar days for tentative maps and advertising sign applications. An application form and fee is required to make a formal appeal. For additional information, please contact the City Clerk at 415-508-2110.*