



CITY of BRISBANE

Special Planning Commission Meeting Agenda

Thursday, December 16, 2021 at 7:30 PM • Virtual Meeting

This virtual meeting is compliant with the Ralph M. Brown act as amended by California Assembly Bill No. 361 effective September 16, 2021 providing for a public health emergency exception to the standard teleconference rules required by the Brown Act. The purpose of this is to provide a safe environment for staff, Planning Commissioners, and the public while allowing for public participation. The public may address the Commission using exclusively remote public comment options which are detailed below.

The Commission may take action on any item listed in the agenda.

The Planning Commission Meeting will be an exclusively virtual meeting. Members of the public may view the meeting by logging into the Zoom webinar listed below or on Comcast Channel 27 and the City's YouTube channel at www.youtube.com/Brisbaneca. The agenda materials may be viewed online at www.brisbaneca.org/meetings.

Join Zoom Webinar: www.brisbaneca.org/webinar-pc

Meeting ID: 970 0458 3387

Passcode: 215153

TO ADDRESS THE COMMISSION:

Members of the public are encouraged to submit written comments before the meeting to the project planner. See posted public notices at www.brisbaneca.org/cd/page/public-notice for planner contact information. For items that are not public hearings, refer to the staff report for planner contact information. Members of the public who join the live Zoom webinar may address the Commission in the meeting when called upon by the Chairperson. Please use the "Chat" box in Zoom to alert staff that you want to address the Commission.

Members of the public watching the meeting on YouTube or Channel 27 may email or text comments **prior to the start of the particular agenda item** to the below email and text line:

Email: jswiecki@brisbaneca.org

Text: 415-713-9266

A call-in number is also available for those watching the meeting on YouTube or Channel 27 for oral communications and public hearing items:

Phone Number: +1 (669) 900-9128

Meeting ID: 970 0458 3387.

After entering the meeting ID and pressing #, simply press # a second time to enter the meeting

waiting room. No participant code is required. Please wait to call until the Chairperson and/or staff announces that the phone line is open. When you are let into the meeting, press *6 on your phone to unmute yourself before addressing the Commission. To avoid feedback, please turn off the volume of the meeting broadcast on your TV or computer. You will still be able to hear the Commissioners through your phone.

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.

Commissioners: Funke, Gomez, Gooding, 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 November 16, 2021](#)

ORAL COMMUNICATIONS (Limited to a total of 15 minutes)

WRITTEN COMMUNICATIONS

OLD BUSINESS

None

NEW BUSINESS

- B. [PUBLIC HEARING: 34 Visitacion Avenue; Design Permit Modification 2021-DP-3; NCRO-2 Neighborhood Commercial Downtown Brisbane; Design Permit to modify the exterior façade by installing faux wood, metal siding, a new illuminated address sign, new exterior lighting, and new windows and paint; Ben Hart, applicant; Maya LLC \(Assaf Benjamin\), owner.](#)

WORKSHOP

- C. [2023-2031 Housing Element Update: Demographics, Housing Needs and the Balancing Act Tool; This workshop will include a presentation and engagement with the City's affordable housing strategic plan consultant, ECONorthwest, to discuss demographic](#)

trends and Brisbane's need for affordable housing, as well as a demonstration of the Balancing Act online engagement tool, designed to obtain community input on potential housing sites and densities for the Housing Element update.

ITEMS INITIATED BY STAFF

ITEMS INITIATED BY THE COMMISSION

ADJOURNMENT

D. Adjournment to the regular meeting of January 13, 2022

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. An application form and fee is required to make a formal appeal. For additional information, please contact the City Clerk at 415-508-2110.

INTERNET & OTHER ACCESS

Agendas and adopted minutes for meetings of the Planning Commission are posted on the Internet at: www.brisbaneca.org/meetings. Meetings are broadcast live on Comcast Channel 27 and by streaming video on the City's YouTube channel (www.youtube.com/Brisbaneca). Meeting video archives are available on the City's YouTube channel. Rebroadcasts on Channel 27 are during weeks following the meetings, on Fridays at 5 pm and Sundays at 1 pm. For a DVD copy, please contact the Community Development Department.

WRITINGS THAT ARE RECEIVED AFTER THE AGENDA HAS BEEN POSTED

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 www.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 (www.brisbaneca.org/meetings), at which time the materials will be distributed to the Planning Commission.

NOTICE OF DISCLOSURE

Written information or comments that may include a person's name, address, email address, etc. submitted to the City, Planning Commission, and/or City staff are public records under the California Public Records Act, are subject to disclosure and may appear on the City's website.

File Attachments for Item:

A. Approval of draft meeting minutes of November 16, 2021

DRAFT
BRISBANE PLANNING COMMISSION
Action Minutes of November 16, 2021
Virtual Regular Meeting

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Funke, Gooding, Gomez, Patel, and Sayasane
Absent: None
Staff Present: Director Swiecki, Senior Planner Johnson, Contract Senior Planner Kelly Beggs, 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 Gomez seconded the motion and it was approved 5-0.

ORAL COMMUNICATIONS

There were no oral communications.

WRITTEN COMMUNICATIONS

Chairperson Gooding acknowledge three letters were received pertaining to agenda item C.

OLD BUSINESS

- B. PUBLIC HEARING: 600 Tunnel Avenue; Interim Use Permit 2021-UP-3; C-1 Commercial Mixed Use (Baylands);** Proposed Interim Use Permit for the continued staging of up to 90 Google commuter buses on an approximately 3-acre site between Tunnel Avenue and the Caltrain rail line to serve Google employees on the peninsula for up to a 5-year term. Sam Khodja, applicant; Oyster Point Properties, Inc. (Baylands Development Inc.), owner.

Note: This item was continued from the October 28, 2021 Planning Commission meeting.

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Senior Planner Johnson gave the presentation and answered questions from the Commission about the original complaints pertaining to fugitive dust and light glare, the timing of modifications made by the applicants to the onsite lighting, and the scheduling and movements of the buses, including what the GPS data related to bus movements would indicate.

Chairperson Gooding opened the public hearing.

Eric Aronsohn, applicant, addresses the Commission and spoke about how bus routing and scheduling has changed post Covid-19, a geofence was set up to monitor bus movements and notify the City of violations, and dust control mitigation and lighting adjustments have been made recently, including dimming the lights and adding a layer of asphalt grindings. He also clarified both the subject matter and source of the attachments and photos included with the staff report.

Michele Salmon, Brisbane resident, spoke against the project. Staff played [two videos](#) at this time, recorded early 2020 by Ms. Salmon and submitted at the beginning of the meeting, showing fugitive dust coming from the project site and two buses entering the lot from the south, in violation of the conditions of approval from the original interim use permit.

Edward Mason, San Francisco resident, spoke about San Francisco's burden from Google buses and suggested the Commission and City of Brisbane consider electrical charging infrastructure for medium and long-term planning solutions.

Ross Dykes, Brisbane resident, spoke in favor of the benefits of the project.

Mary Rogers, Brisbane resident, spoke against the project, indicating the project sponsor is untrustworthy.

Randell Veribell, Brisbane resident, spoke in favor of the benefits of the project.

Roland Lebrum, South San Jose resident, echoed Mr. Mason's comment about planning and providing for electrical charging infrastructure.

With no others wishing to address the Commission, Commissioner Patel moved to close the public hearing. Commissioner Sayasane seconded the motion and it was approved 5-0.

After deliberation, Commissioner Funke moved to approve the application via adoption of 2021-UP-3, with the following modifications:

- The Interim Use Permit shall be for a term of one year;
- The applicant shall provide reliable bus movement data to the satisfaction of the Community Development Director within 30 days of the effective date of the permit;
- The bus yard will not have to be paved, but the yard's ground surface shall be maintained to prevent airborne dust generation; and
- The Planning Commission will review applicant's compliance with the new terms and conditions of approval within 90 days of the effective date of the permit.

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Commissioner Patel seconded the motion and it was approved 5-0. Chairperson Gooding read the appeals procedure.

C. PUBLIC HEARING: Zoning Text Amendment 2021-RZ-2; Various zoning districts; Zoning text amendments to Title 17 of the Brisbane Municipal Code to City of Brisbane to establish objective design and development standards for housing development projects; establish residential density requirements for the NCRO-2 Zoning District; allow multiple family dwellings in the SCRO-1 District by right and multiple family dwellings as part of a mixed use in the NCRO-2 Zoning District by right; reduce guest parking requirements; and establish procedures and requirements for an administrative Housing Development Permit for qualifying housing development projects. City of Brisbane, applicant; Citywide.

Note: This item was continued from the October 28, 2021 Planning Commission meeting.

Contract Senior Planner Beggs and project consultants Aaron Aknin and Nicholas Hamilton of Good City gave the staff presentation and clarified the two decision points the Commission must review pertaining to guest parking requirements and storefront floor area, including the distinction between exempting off-street parking when 600 SF of storefront is provided and reducing storefront area to 250 SF (to accommodate the required off-street parking) on narrow lots.

Chairperson Gooding opened the public hearing.

Michele Salmon, Brisbane resident, spoke about the parking issues in Downtown Brisbane and recommended not altering the guest parking requirement and allow smaller storefront floor areas in order to preserve off-street parking requirements. She also had a question about the proposed residential density in the NCRO-2 Downtown Brisbane Neighborhood Commercial District.

Staff clarified that the NCRO-2 District does not currently have a residential density standard; residential uses are a conditionally permitted use and density is set by conditional use permit. The proposed density of 600 SF of lot area per unit - approximately 72 DU/AC - is comparable to past conditional use permit approvals in the NCRO-2 District that ranged between 64 and 87 DU/AC.

With no others wishing to address the Commission, Commissioner Funke moved to close the public hearing. Commissioner Patel seconded the motion and it was approved 5-0.

Director Swiecki informed the Commission that while staff has specifically presented two separate decisions regarding parking and storefront area regulations, the Commission may deliberate and offer recommendations to alter any of the proposed standards and amendments.

After deliberation, Commissioner Funke moved to approve the application via adoption of 2021-UP-3, with the following recommendations on parking:

- No change to the current guest parking regulations (1 space per 5 units); and

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- Allow storefront areas of 250 SF on lots less than 30 feet wide, maintaining off-street parking requirements.

Following deliberation, Commissioner Funke moved to recommend City Council adoption of the draft ordinance by adopting Resolution 2021-RZ-2. Commissioner Sayasane seconded the motion and it was approved 5-0. Chairperson Gooding read the appeals procedure.

ITEMS INITIATED BY STAFF

Director Swiecki informed the Commission that the Mayor's [State of the City](#) address will be tomorrow, and staff will schedule and provide informational sessions to the Commission early next year regarding a series of State Bills related to housing, such as SB 9, that recently passed.

ITEMS INITIATED BY THE COMMISSION

There were none.

ADJOURNMENT

With the cancellation of the November 25, 2021 and December 9, 2021 meetings, Chairperson Gooding declared the meeting adjourned to the next special meeting of December 16, 2021. The meeting adjourned at approximately 9:35 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.

File Attachments for Item:

B. PUBLIC HEARING: 34 Visitacion Avenue; Design Permit Modification 2021-DP-3; NCRO-2 Neighborhood Commercial Downtown Brisbane; Design Permit to modify the exterior façade by installing faux wood, metal siding, a new illuminated address sign, new exterior lighting, and new windows and paint; Ben Hart, applicant; Maya LLC (Assaf Benjamin), owner.

City of Brisbane

Planning Commission Agenda Report

TO: Planning Commission For the Meeting of December 16, 2021

SUBJECT: 34 Visitacion Avenue; Design Permit 2021-DP-3-20; NCRO-2 Neighborhood Commercial District - Downtown Brisbane; Design Permit to modify the exterior façade of an existing apartment building by installing faux wood metal siding, a new illuminated address sign, and new windows and paint; Ben Hart, applicant; Maya LLC (Assaf Benjamin), owner.

REQUEST: The applicant proposes to modify the exterior façade of 34 Visitacion Avenue within the NCRO-2 Neighborhood Commercial - Downtown Brisbane zoning district. The proposed modifications include repainting the structure, installing new windows, installing a new illuminated address sign and exterior lights, and replacing the existing geometric architectural features visible on the second and third floors with faux wood metal siding. No expansion of the structure or use is proposed.

RECOMMENDATION: Conditionally approve Design Permit 2021-DP-3, per the staff memorandum with attachments, via adoption of Resolution 2021-DP-3 with Exhibit A containing the conditions and findings of approval.

ENVIRONMENTAL DETERMINATION: The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per Section 15301(a) - this project falls within a class of projects which the State has determined not to have a significant effect on the environment. The exceptions to this categorical exemption referenced in Section 15300.2 of the CEQA Guidelines do not apply.

APPLICABLE CODE SECTIONS: Brisbane Municipal Code (BMC) [Chapter 17.42](#) requires a design permit when a substantial modification of an existing principal structure for which no design permit has previously been issued is proposed. That same chapter defines the term "substantial modification" to mean an alteration of the exterior of the structure to the extent of significantly modifying its basic design, elevations, size, appearance, or relationship to adjacent properties or structures, as determined by the planning director. The general design permit findings are contained in [§17.42.040](#).

BACKGROUND:

Existing Conditions and Site Description

The 10,000 sq. ft. subject property is located on the west side of Visitacion Avenue, south of San Francisco Avenue. The site is developed with a 20-unit, three-story multifamily apartment building and this block of Visitacion Avenue within the NCRO-2 District features a combination of commercial, single-family and multi-family residential, and mixed-use development, typical of the

street's historic development pattern. The adjacent R-2 Residential zoning district to the west, includes a mixture of single-family homes and duplexes. Properties directly abutting the project site are described in Table 1 below.

Table 1: Adjacent Property Development

Address	Abutting	Use	Zoning District
18 Visitacion Ave.	North Side lot line	Vacant; Design permit approval for a three-story mixed-use building granted in 2020	NCRO-2
44 Visitacion Ave.	South Side lot line	Two-story commercial building	NCRO-2
15 – 35 Inyo St.	Rear lot line (west)	Two-story single-family homes	R-2

Project Description

As noted above, the applicant proposes to modify the exterior façade of the existing apartment building; the scope of work includes:

- new windows;
- new paint;
- new illuminated address sign and exterior lighting; and
- new faux wood metal siding to replace existing geometric architectural features

The alterations to the exterior elevations would allow for a contemporary architectural modification to the existing design. The entire building would be repainted from tan to gray and the existing windows on all facades would be replaced. The primary façade, facing Visitacion Avenue would receive additional modifications. The proposed alterations to the primary or front façade feature new faux wood metal siding in metallic gray and reddish cedar that match the gray tones of the stucco body of the structure, while the vertically elongated proportions of the siding would complement the existing and unchanging window layout. Opportunities for articulation are limited due to the existing building's envelope, but the introduction of contrasting textures of smooth stucco, concrete, and faux wood siding, as well as patterned masonry blocks painted in a darker but matching gray tone on the ground level, help break up the massing along the large front façade while remaining harmonious to the overall design.

A new illuminated address sign and new exterior lighting at the ground level would be added to the structure. The new light fixtures would be fully shielded and downward facing, and placed above the vehicular entryway and adjacent to the two pedestrian entries on opposite sides of the building's eastern façade fronting Visitacion Avenue. The address sign, internally illuminate would be 24-inches tall and located on the ground floor south of the vehicle entryway (See attachment D).

The application does not alter the location or orientation of the existing building nor does it increase or reduce the scale and intensity of use. No modifications to the building's access or landscaped areas are proposed.

ANALYSIS AND FINDINGS:

Design Permit Findings: The substantial modification of any existing principal structure in the NCRO-2 zoning district is subject to the granting of a design permit in accordance with the findings contained in BMC §17.14.110 and BMC Chapter 17.42. A detailed discussion of each required design

permit finding is attached in Exhibit B of Resolution 2021-DP-3. The required findings are generally summarized below.

The project is located in the NCRO-2 - Downtown Brisbane zoning district and as the orientation, location, and use of the building is unchanged, it would remain compatible with the range of residential, commercial, and mixed-use development that is contained within the District. The project's height and scale are nearly identical to adjacent properties (three stories or approximately 28-35 ft) to the south at 44 and 50 Visitacion Avenue. It's also consistent with the scale of other three-story projects in the NCRO-2 District, including a recently approved three-story mixed-use project at 18 Visitacion Avenue.

The design preserves many of the building's existing features, including recessed and open building entries, window layout, and building materials, including the smooth stucco and patterned masonry blocks, while introducing a new natural color palette of grays and (reddish) faux cedar siding. Contrasting textures of smooth stucco, faux wood metal siding, and patterned masonry blocks provide a level of depth and visual interest while remaining harmonious to the overall design. The varied finish materials and colors also break up the building's massing as seen from the street while providing a clean and updated look. New exterior lighting, shown to be fully shielded, downward facing, and controlled by a dimmable photovoltaic to prevent glare onto adjacent properties, further enhances the relationship with the pedestrian environment at the ground floor.

The new address sign will complement the clean lines and color palette of the proposed contemporary design. This block of Visitacion includes a mix of commercial and residential structures with no unifying or common advertising signage style. As such, the address sign would not conflict with the building scale, colors, materials, architectural details, and styles found in the neighborhood. The sign's relatively small size and proposed method of illumination is not expected to have a significant impact in terms of light or glare. It would also be significantly more understated than the illuminated advertising signage that currently exists along Visitacion Avenue, including the 23 Club (sign since removed), Julie's Liquor & Deli, Brisbane Inn, Brisbane Chiropractic, and Midtown Market. These include both neon and backlit advertising signs.

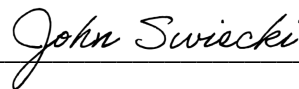
Overall, the proposed modifications to the building's exterior elevations complement Brisbane's vernacular architectural heritage and proposes a contemporary and attractive architectural style that incorporates mid-century modern colors and aesthetics distinct from, but complementary to, surrounding structures.

ATTACHMENTS:

- A. Draft Resolution 2021-DP-3 with recommended Findings and Conditions of Approval
- B. Aerial vicinity map
- C. Applicant's statement of findings for design permit
- D. Applicant's plan's and renderings



Jeremiah Robbins, Associate Planner



John Swiecki, Community Development Director

ATTACHMENT A

DRAFT RESOLUTION 2021-DP-3 WITH RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Draft
RESOLUTION 2021-DP-3

A RESOLUTION OF THE PLANNING COMMISSION OF BRISBANE
CONDITIONALLY APPROVING DESIGN PERMIT 2021-DP-3
TO MODIFY THE EXTERIOR FAÇADE OF AN EXISTING STRUCTURE
AT 34 VISITACION AVENUE

WHEREAS, Ben Hart, the applicant, applied to the City of Brisbane for Design Permit approval of exterior design modifications at 34 Visitacion Avenue, which would include the installation of new windows, repainting the structure, adding an illuminated address sign, and replacing the existing geometric architectural design elements with faux wood metal siding; and

WHEREAS, on December 16, 2021, the Planning Commission conducted a public hearing on the applications, publicly noticed in compliance with Brisbane Municipal Code Chapters 1.12 and 17.54, at which time any person interested in the matter was given an opportunity to be heard; and

WHEREAS, the Planning Commission reviewed and considered the staff memorandum relating to said applications, the applicant's plans and supporting materials, and the written and oral evidence presented to the Planning Commission in support of and in opposition to the application; and

WHEREAS, the Planning Commission finds that the proposed project is categorically exempt from the provisions of the California Environmental Quality Act; pursuant to Section 15301(a) of the State CEQA Guidelines; and

WHEREAS, the Planning Commission of the City of Brisbane hereby makes the findings attached herein as Exhibit A and B in connection with the Design Permit applications.

NOW THEREFORE, based upon the findings set forth hereinabove, the Planning Commission of the City of Brisbane, at its meeting of December 16th, 2021, did resolve as follows:

Design Permit 2021-DP-3 is approved per the findings and conditions of approval attached herein as Exhibit A and B.

ADOPTED this sixteenth day of December, 2021, by the following vote:

AYES:

NOES:

ABSENT:

DOUG GOODING
Chairperson

ATTEST:

JOHN A SWIECKI, Community Development Director

**Draft
EXHIBIT A**

Action Taken: Conditionally approve Design Permit 2021-DP-3 per the staff memorandum with attachments, via adoption of Resolution 2021-DP-3.

Findings:

Design Permit 2021-DP-3

- A. The proposal's scale, form and proportion, are harmonious, and the materials and colors used complement the project, as described in detail Exhibit B to Resolution 2021-DP-3.
- B. The proposal does not include modifications to the existing orientation or location of buildings, structures, open spaces, and other features.
- C. The proposal does not include modifications to the building's existing location and envelop.
- D. The proposal does not include modifications to the building's existing orientation or location nor any modifications that will substantially impact sustainability, long-term affordability, or heating and cooling opportunities.
- E. The proposal does not include hillside development.
- F. The location and dimensions of vehicular and pedestrian entrances and exits will not be modified. The proposal does not include modifications to off-street parking facilities nor interior site circulation. Existing parking facilities are adequately surfaced, landscaped, and lit.
- G. The proposal does not include an expansion of the existing structure or use. The property's location and direct sidewalk access provides alternatives for pedestrians to access public transit and shuttle stops located within a quarter-mile radius on Bayshore Boulevard, Old County Road, and San Bruno Avenue.
- H. The proposal does not include modifications to existing storage, service areas, and open areas nor substantial modifications to landscaping areas. The property is not located in protected habitat or wildland areas.
- I. The proposal does not include modifications that substantially impact external and internal noise.
- J. Consideration has been given to avoiding off-site glare from lighting and reflective building materials, as described in detail in Exhibit B to Resolution 2021-DP-3.
- K. The proposal does not include modifications to utility structures, mechanical equipment, trash containers, or rooftop equipment; existing utility structures, mechanical equipment, and trash receptacles are adequately screened or located within the structure.

- L. As described in detail in Exhibit B to Resolution 2021-DP-3, the location, scale, and color of the proposed illuminated address sign enhances the design and consideration has been given to avoiding off-site glare. No other building signage is included in the application.
- M. The proposal does not include commercial uses nor any needs of employees for outdoor space.
- N. The design respects the intimate scale and vernacular character of the street, as described in detail in Exhibit B to Resolution 2021-DP-3.
- O. Design details are either incorporated or preserved to articulate the building and emphasize the relationship to the pedestrian environment, as described in detail in Exhibit B to Resolution 2021-DP-3.
- P. As described in detail in Exhibit B to Resolution 2021-DP-3, the design incorporates or preserves creative use of elements that are characteristic of the area.
- Q. As described in detail in Exhibit B to Resolution 2021-DP-3, color and texture are provided at the street through the use of signage, lighting, planter boxes, or other urban landscape treatments.
- R. The proposal includes minor modifications to the existing landscaped areas along Visitacion Avenue that will soften the streetscape with natural elements, but additional landscaping cannot be incorporated to enhance the design and enliven the streetscape due to the zero-foot front setback of the existing structure.

Conditions of Approval:Prior to issuance of a Building Permit:

1. The owner shall obtain a building permit prior to proceeding with construction. An application including detailed building plans, application forms, and fees shall be submitted to the City for issuance of a Building Permit. The building permit application shall comply with all applicable State codes and applicable City of Brisbane Municipal Code provisions for new construction. Building plans shall comply with the following conditions:
 - a. The plans shall be in substantial conformance to the plans approved with this Design Permit, including finish materials and colors, with the following modifications:
 - i. The plans shall indicate the current dimensions of the existing landscaped areas and/or planter boxes fronting Visitacion Avenue and whether or not the landscaped areas are permanently irrigated. Plans shall also indicate the material of the refreshed landscaped areas and/or planter boxes will be finished with matching, stained cedar, or similar wood, subject to the approval of the Community Development Director. Under no circumstances shall the refreshed landscaped areas and/or planter boxes be smaller than the existing ones.
 - ii. The plans shall specify that lighting will be fully shielded, downward facing, and directed away from and not cause glare onto adjacent properties.
 - b. All windows shall match each other and shall not be dark or reflective.
 - c. The building permit application shall not include materials which would present an off-site glare due to reflective materials or lighting.
 - d. Final color and material samples and/or cut sheets shall be provided for Community Development Director approval to confirm they are in substantial conformance with the approved Design Permit. Materials samples shall also be provided for windows.
2. An encroachment permit shall be obtained prior to any work within the public right-of-way.
3. The property owner shall enter into a standard landscape maintenance agreement with the City for landscaping, to the satisfaction of the City Attorney.
4. An agreement shall be recorded between the owner and the City whereby the owner waives the right to protest the inclusion of the property within an underground utility district.

Other Conditions:

5. Minor modifications may be approved by the Community Development Director in conformance with all requirements of the Municipal Code.
6. This Design Permit shall expire two years from the effective date (at the end of the appeal period) if a Building Permit has not yet been issued for the approved project.

Exhibit B Findings Outline & Discussion

The following is a detailed analysis of the required Design Permit findings:

Design Permit Findings:

Brisbane Municipal Code (BMC) [Chapter 17.42](#) requires approval of a Design Permit prior to performing substantial modifications to an existing principal structure for which no design permit has previously been issued. The Planning Commission may grant a design permit if the Commission finds that the proposed development is consistent with the General Plan and any applicable specific plan, and makes the findings in subsections A through M, as applicable. Furthermore, when the structure is located in the NCRO-2 district no design permit shall be granted unless all additional findings can be made in subsection N through R.

General Plan Consistency: The proposed development is consistent with the General Plan. There is no specific plan applicable to this property.

The underlying land use designation for the subject property is Neighborhood Commercial/Retail/Office (NCRO) and residential uses are conditionally permitted. The proposal does not include any modifications that would expand the existing structure or use as a multifamily apartment building. The project is consistent with the following applicable General Plan policies:

- General Plan Policy LU.12 encourages diversity of development and individual expression in residential and commercial development in Central Brisbane. The application proposes a contemporary architectural design with a natural color palette of light and dark gray walls, reddish cedar and gray faux wood siding and that is compatible with surrounding development in regards to scale, form, and materials.
- General Plan Policy LU.13 requires development to respect Brisbane's vernacular architectural heritage. As noted above, the application proposes a contemporary style of building distinct from surrounding structures while presenting a cohesive and attractive design.
- General Plan Policy LU.16 encourages the maintenance and upgrading of residential structures to improve safety and appearance. The application proposes upgrading the dated and worn exterior appearance of the existing apartment building with a contemporary design.
- General Plan Policy CB.5 requires that development retain the existing scale, character, and intensity of use of residential and commercial districts. Immediately adjacent structures include a two-story commercial building to the south, a vacant lot to the north with entitlements to construct a three-story mixed-use building, and two-story single-family homes to the west, while the first block of Visitacion Avenue features a mix of one to three-story single-family residential, multi-family residential, commercial, and mixed-use development. The application does not increase or reduce the scale, character, and intensity of use, and the project's height and scale is nearly identical to properties immediately south at 44, and 50 Visitacion Avenue, as well as the recently approved mixed-use building approved in 2020 at 18 Visitacion Avenue.

It remains consistent with the scale of other three-story residential and commercial buildings in the NCRO-2 District.

- General Plan Policy CB.6 encourages diversity and individual expression in residential and commercial construction. As addressed previously, the proposed design is respectful of Brisbane's vernacular architectural heritage.
- General Plan Policy CB.7 encourages property owners and businesses to upgrade, rehabilitate, and improve the appearance of existing structures. As addressed previously, the proposed project will modernize the dated and worn exterior appearance of the existing apartment building with a contemporary design.

Design Permit Findings:

- A. The proposal's scale, form, and proportion are harmonious, and the materials and colors used complement the project.

The project meets this finding. The application proposes a contemporary architectural modification to the existing building design. The front façade features new faux wood metal siding in gray and reddish tones (cedar) that match the gray hues of the stucco body of the structure and the vertically elongated proportions of the siding complement the existing window layout. Articulation of the existing building is limited due to the existing design and zero-foot setback along Visitacion Avenue, but contrasting textures of smooth stucco, faux wood siding, and patterned masonry blocks help to break up the massing on the large front façade while remaining harmonious to the overall design.

- B. The orientation and location of buildings, structures, open spaces, and other features integrate well with each other and maintain a compatible relationship to adjacent development.

This finding is inapplicable as the proposal does not include modifications to the existing orientation or location of the building.

- C. Proposed buildings and structures are designed and located to mitigate potential impacts to adjacent land uses.

This finding is inapplicable as the proposal does not include modifications to the existing orientation or location of the building.

- D. The project design takes advantage of natural heating and cooling opportunities through building placement, landscaping, and building design, to the extent practicable given site constraints, to promote sustainable development and to address long term affordability.

This finding is inapplicable as the proposal does not include modifications to the existing orientation or location of the building nor any modifications that will substantially impact sustainability, long-term affordability, or heating and cooling opportunities.

- E. For hillside development, the proposal respects the topography of the site and is designed to minimize its visual impact. Significant public views of San Francisco Bay, the Brisbane Lagoon and San Bruno Mountain State and County Park are preserved.

This finding is inapplicable as the proposal does not include hillside development.

- F. The site plan minimizes the effects of traffic on abutting streets through careful layout of the site with respect to location, dimensions of vehicular and pedestrian entrances and exit drives, and through the provision of adequate off-street parking. There is an adequate circulation pattern within the boundaries of the development. Parking facilities are adequately surfaced, landscaped and lit.

Part of this finding is inapplicable as the location and dimensions of vehicular and pedestrian entrances and exits will not be modified. The proposal does not include modifications to off-street parking facilities nor interior site circulation. However, existing parking facilities are adequately surfaced, landscaped, and lit.

- G. The proposal encourages alternatives to travel by automobiles where appropriate, through the provision of facilities for pedestrians and bicycles, public transit stops and access to other means of transportation.

This finding is inapplicable as the proposal does not increase the scale or intensity of the existing use. Furthermore, the Zoning Ordinance only requires new nonresidential development to provide bicycle parking facilities, and the subject property is located within one-quarter mile of nearby transit, including the free Bayshore Caltrain and Balboa Park BART station shuttles (San Francisco Avenue-Old County Road stop) and SamTrans Route 292 (Bayshore-Old County Road stop).

- H. The site provides open areas and landscaping to complement the buildings and structures. Landscaping is also used to separate and screen service and storage areas, break up expanses of paved area and define areas for usability and privacy. Landscaping is generally water conserving, some California-native, and is appropriate to the location. Attention is given to habitat protection and wildland fire hazard as appropriate.

This finding is inapplicable as passive open space requirements contained in Chapter 17.14 do not apply when the existing orientation or location of the building is not altered or when the use is not intensified. There are no landscaping standards within the NCRO-2 zoning district, and the site is not within a habitat conservation area or adjacent to wildlands.

- I. The proposal takes reasonable measures to protect against external and internal noise.

This finding is inapplicable as the site is not located within a mapped traffic noise corridor in the 1994 General Plan and the proposal does not include modifications that substantially impact external or internal noise. However, the Building Code includes provisions to mitigate noise transmission in multi-family dwellings, which will be applied to the project through the building permit process, if applicable.

- J. Consideration has been given to avoiding off-site glare from lighting and reflective building materials.

The project will meet this finding. The plans provided with the application indicate that new external lighting will be fully shielded and downward facing to prevent glare onto adjacent properties and controlled by a dimmable photovoltaic switch. Furthermore, condition of approval 1.b requires all windows shall match each other and shall not be dark or reflective. Furthermore, condition of approval 1.a requires the plans submitted as part of the building permit application to be in substantial conformance with the plans approved under this Design Permit.

- K. Attention is given to the screening of utility structures, mechanical equipment, trash containers and rooftop equipment.

This finding is inapplicable as the proposal does not include modifications to utility structures, mechanical equipment, trash containers, or rooftop equipment; existing utility structures, mechanical equipment, and trash receptacles are adequately screened or located within the structure.

- L. Signage is appropriate in location, scale, type and color, and is effective in enhancing the design concept of the site.

The project meets this finding. The 24-inch tall address sign will complement the clean lines and natural color palette of the proposed contemporary design. This block of Visitacion includes a mix of commercial and residential structures with no unifying or common advertising signage style. As such, the address sign would not conflict with the building scale, colors, materials, architectural details, and styles found within the neighborhood.

As required by the California Building Code the address sign will be illuminated internally by LEDs. The sign's relatively small size and proposed method of illumination is not expected to have a significant impact in terms of light or glare. Direct views of the address sign would be limited to the commercial storefronts and one residential dwelling unit located across the street at 23-39 Visitacion Avenue. The address sign would also be significantly more understated than the illuminated advertising signage that currently exists along Visitacion Avenue, including the 23 Club (sign since removed), Julie's Liquor & Deli, Brisbane Inn, Brisbane Chiropractic, and Midtown Market. These include both neon and backlit advertising signs. Additionally, per the applicant's plans, the address sign will be controlled by a dimmable switch to allow the brightness to be adjusted should any unforeseen issues arise with glare and/or brightness.

No additional signage is included in this application. A sign permit will be required for any signage proposed in the future.

- M. Provisions have been made to meet the needs of employees for outdoor space.

This finding is inapplicable as the existing structure is a residential multifamily structure with that does not include any commercial uses nor needs of employees for outdoor space.

NCRO-2 Additional Design Permit Findings:

- N. The design respects the intimate scale and vernacular character of the street.

The project meets this finding. As discussed in detail in Finding A above, the application proposes a natural color palette of grays and (reddish) faux cedar metal siding while preserving the original configuration and orientation of the structure. The architectural style complements Brisbane's vernacular architectural heritage as the application proposes a contemporary and attractive architectural style that incorporates mid-century modern colors and aesthetics distinct from surrounding structures.

The scale of the design will not change. However, the existing structure is harmonious to adjacent development at 44 and 50 Visitacion Avenue and the entitled three-story mixed-use structure at 18 Visitacion Ave. It is also consistent with the scale and form of other three-story projects in the NCRO-2 District.

- O. Design details are incorporated to articulate the building and emphasize the relationship to the pedestrian environment.

The project meets this finding. The application proposes to incorporate design details to break up the massing of the building's existing and relatively flat front façade. As indicated in Finding A, contrasting textures of smooth stucco, faux wood siding, and patterned masonry blocks provide a level of depth and visual interest while remaining harmonious to the overall design. The varied finish materials and colors also break up the building's massing as seen from the street while providing a clean and updated look. New exterior lighting further enhances the relationship with the pedestrian environment at street-level.

- P. The design incorporates creative use of elements that are characteristic of the area, such as awnings, overhangs, inset doors, tile decoration, and corner angles for entry.

The project meets this finding. The design preserves many of the building's existing features, including recessed and open building entries, window layout, and building materials, including the smooth stucco and patterned masonry blocks. As detailed in Finding N and O above, the application proposes to utilize a variety of textures, colors, and finish materials to provide a high level of visual interest on the existing and largely flat façade along Visitacion Avenue.

- Q. Color and texture are provided at the street through the use of signage, lighting, planter boxes, or other urban landscape treatments.

The project meets this finding. The application incorporates the existing concrete, stucco, and patterned masonry blocks with clean lines of the faux wood metal siding and updated natural and mid-century modern color palette as detailed in Findings A, N, and O. The application also proposes an internally illuminated address sign and new exterior lighting at the ground level to provide varied color, textures, and lighting at the street level.

- R. Landscaping has been incorporated to enhance the design and enliven the streetscape.

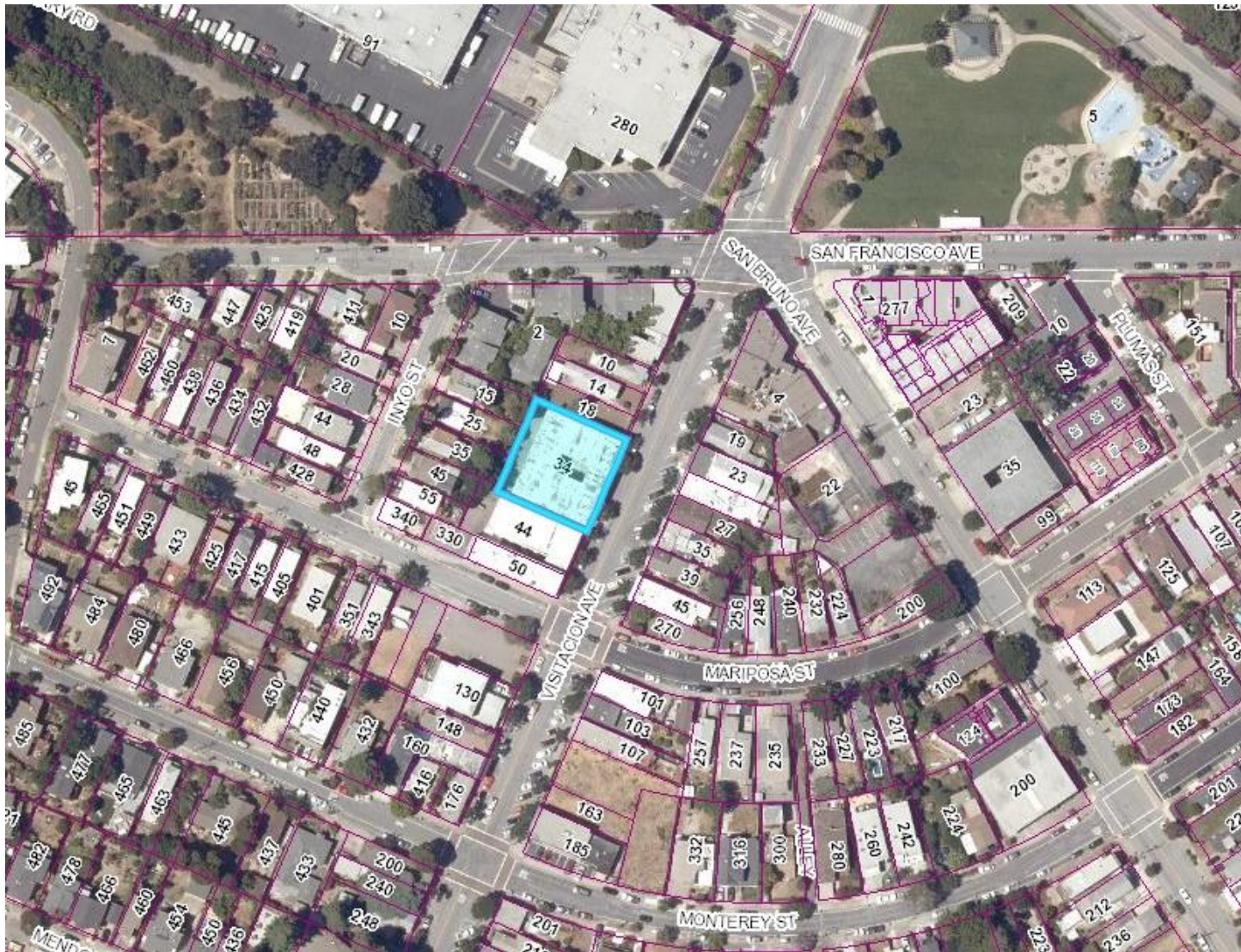
ATTACHMENT A

This finding is inapplicable as the building has a zero-foot front setback and the existing and landscaped areas will not be significantly modified. Additionally, there are no landscaping standards within the NCRO-2 zoning district. However, the application proposes to refresh the existing planter boxes with stained wood (cedar) planter boxes to soften the streetscape with natural elements.

ATTACHMENT B

AERIAL VICINITY MAP

Aerial Vicinity Map
34 Visitacion Avenue



ATTACHMENT C

APPLICANT'S STATEMENT OF FINDINGS FOR DESIGN PERMIT

SUPPORTING STATEMENTS

Findings Required for Approval of All Design Permits

Brisbane Municipal Code §17.42.060

In order to approve any design permit application, the Planning Commission must affirmatively make the findings of approval in BMC Chapter 17.42, which are reproduced below. Supplemental findings may also be required depending on your specific project and the applicable zoning district and are listed in this attachment.

Please respond to each required finding as it relates specifically to your proposal and include a reference to the applicable plan sheet in the development plans. Attach additional pages if necessary, or provide written responses on a separate document.

A. How do the proposal's scale, form and proportion relate to each other in a harmonious manner? How do the materials and colors used complement the project?

	Plan Sheet Page(s)
The colors of the proposed metal siding details on the front of the building	A-501
compliment the gray color tones of the stucco body of the building. The	
The elongated proportions of the siding details compliment the existing	
window layout and create a contemporary aesthetic for the building.	

B. How does the orientation and location of buildings, structures, open spaces and other features integrate with each other? How does the project maintain a compatible relationship to adjacent development?

NA	Plan Sheet Page(s)

C. How do the design and location of proposed buildings and structures mitigate potential impacts to adjacent land uses?

NA	Plan Sheet Page(s)

D. How does the project design utilize natural heating and cooling opportunities through building placement, landscaping and building design to promote sustainable development and to address long-term affordability? What site constraints exist, if any, that limit the use of natural heating and cooling opportunities?

NA	Plan Sheet Page(s)

E. For hillside development, how does the proposal respond to the topography of the site? How does the design minimize the project's visual impact? How does the design preserve significant public views of San Francisco Bay, the Brisbane Lagoon and San Bruno Mountain State and County Park?

NA	Plan Sheet Page(s)



F. How does the location and dimensions of vehicular and pedestrian entrances and exits minimize traffic impacts on abutting streets? Is the proposed off-street parking and interior site circulation adequate to meet the needs of the project? Are parking facilities adequately surfaced, landscaped and lit?

NA	Plan Sheet Page(s)

G. How does the proposal encourage the use of alternative transportation, e.g., through the provision of facilities for pedestrians and bicycles, public transit stops and access to other means of transportation?

NA	Plan Sheet Page(s)

H. How do the provided open areas and landscaping complement the buildings and structures? How is landscaping used to separate and screen service and storage areas, break up expanses of paved area and define areas for usability and privacy? Is landscaping water conserving and appropriate to the location? If applicable, how does the project address habitat protection and wildland fire hazard mitigation?

NA	Plan Sheet Page(s)

I. How does the project design protect against external and internal noise?

NA	Plan Sheet Page(s)

J. How do the proposed building materials and exterior lighting mitigate off-site glare?

New lights fully shielded and downward facing	Plan Sheet Page(s)
	A-101

K. Are utility structures, mechanical equipment, trash containers and rooftop equipment screened?

NA	Plan Sheet Page(s)

L. If applicable, how does the location, scale, type and color of project signage enhance the design concept of the site?

	Plan Sheet Page(s)
The 24" address signage with LED back-lights enhance the project by	A-501
creating proportional signage to the building. The location of the signage	
compliments the frontage composition of the building.	



M. If applicable, how does the project meet the needs of employees for outdoor space?

NA

Plan Sheet
Page(s)

Additional Findings for Design Permits in the NCRO-2 District:

In addition to the findings required under BMC §17.42.060, the Planning Commission must also affirmatively make the below special findings for structures in the NCRO-2 District, per BMC §17.14.110:

A. How does the design respect the intimate scale and vernacular character of the street?

The design of the building respects the scale and vernacular character of

Plan Sheet
Page(s)

the street by taking mid-century colors and aesthetics while creating a
contemporary look that compliments the existing neighboring buildings

A-501

B. How do the design details articulate the building and emphasize the relationship to the pedestrian environment?

The design details create a clean and updated look that enhances the

Plan Sheet
Page(s)

existing pedestrian environment from the street. This includes the frontage
siding details, a gray color pallet, and wood planter boxes near both
entries to the building.

A-501

C. How does the design incorporate creative use of elements that are characteristic of the area, such as awnings, overhangs, inset doors, tile decoration, and corner angles for entry?

The design keeps many of the existing building features including building	Plan Sheet
entry layouts, exterior building materials, and building window layouts. With	Page(s)
the proposed color pallet and minimal exterior changes, the design	
compliments many of the buildings built in the same era.	

D. How are color and texture provided at the street level through the use of signage, lighting, planter boxes, or other urban landscape treatments?

The design incorporates the existing concrete and stucco textures of the	Plan Sheet
building with the clean lines of the proposed metal siding details and an	Page(s)
updated gray color pallet. It also incorporates stained wood planter	A-501
boxes which give a contrast of natural features like wood and plants.	

E. How has landscaping been incorporated to enhance the design and enliven the streetscape?

The design uses landscaping at both street entrances to add a natural	Plan Sheet
aesthetic to the building street facing side. This design aspect enhances	Page(s)
the existing facade and adds an organic contrast.	A-501



ATTACHMENT D

APPLICANT'S PLAN'S AND RENDERINGS

34 VISITACION AVE

SCOPE OF WORK:

- Exterior:
-Paint Exterior
-Replace Windows
-Add Address sign
-Add new siding material to front of building over existing stucco

NOTES:

PROJECT SHALL COMPLY WITH THE 2019 CBC, CMC, CPC, 2019 CEC.
2019 CALIFORNIA GREEN BUILDING CODE

R2 OCCUPANCY GROUP - TYPE CONSTRUCTION VB

NO STRUCTURAL ALTERATION TO TAKE PLACE.

THESE PLANS ARE INTENDED FOR USE BY AN EXPERIENCED CONTRACTOR LICENSED IN CA. THIS SHEET SET DOES NOT INCLUDE AN EXHAUSTIVE LIST OF CODE REQUIREMENTS.

IF ON-SITE DISCREPANCIES ARE FOUND, NOTIFY ENGINEER.

CONSULTANTS			
CONSULTANT NAME	CONSULTANT TYPE	PHONE	ADDRESS
A.C.K ENGINEERING	ENGINEER	707-235-6188	

SPECIAL INSPECTIONS:

none



② Vicinity Map
1 1/2" = 1'-0"

ABBREVIATIONS

- A/C: Air Conditioner
 - ADA: Americans with Disabilities Act of 1992
 - A.F.F.: Above Finished Floor
 - A.F.G.: Above Finished Grade
 - AWG: American Wire Gauge
 - B.O.F.: Bottom of Footing
 - BOT: Bottom
 - B.O.W.: Bottom of Wall
 - Brz.: Bronze
 - C.C.: Center to Center
 - C.F.M.: Cubic Feet per Minute
 - CFS: Cubic Feet per Second
 - CL: Center Line
 - CLG.: Ceiling
 - CMU: Concrete Masonry Unit
 - C.O.: Clean-out
 - Cont.: Continuous
 - CRES: Corrosion-Resistant Steel
 - CSINK: Countersink
 - CU. FT.: Cubic Feet
 - CU. YD.: Cubic Yard
 - D.S.: Downspout
 - Dia.: Diameter
 - Dim.: Dimension
 - DN.: Down
 - Ea.: Each
 - ED: Edge Distance
 - E.F.: Exhaust Fan
 - EN: Edge Nailing
 - EQ: Equal, or Equally
 - Exc: Excavate
 - E.W.: Each Way
 - Ext: Exterior
 - FACP: Fire Alarm Control Panel
 - F.C.O.: Floor clean-out
 - F.D.: Floor Drain
 - Fin.: Finish
 - F.F.L.: Finished Floor Level
 - FL: Floor Level
 - F.J.: Floor Joist
 - FND: Foundation
 - FRFP: Fireproof
 - FTG: Fitting
 - Galv.: Galvanized
 - G.F.C.I.: Ground-Fault Circuit-Interrupter
 - GPM: Gallons Per Minute
 - G.T.: Glazed Tile
 - Gyp.: Gypsum
- H.B.: Hose Bib
 - HV: High Voltage
 - H.V.A.C.: Heating, Ventilation, and Air Conditioning
 - H.W.: Hot Water
 - IAW: In Accordance With
 - ID: Inner Diameter
 - In.: Inch
 - Insul.: Insulation
 - Int.: Interior
 - J-Box:
 - Jct.: Junction
 - Jst.: Joist
 - KW: Kilowatt
 - LFT.: Linear Feet
 - LH: Left Hand
 - LL: Live Load
 - Lt.: Light
 - Ltg.: Lighting
 - L.V.L.: Laminated Veneer Lumber
 - MAX: Maximum
 - Min.: Minimum
 - NOM: Nominal
 - O.C.: On Center
 - O.D.: Outside Diameter
 - P.L.: Property Line (or Parts List)
 - Plywd.: Plywood
 - P.S.F.: Pounds per Square Foot
 - P.S.I.: Pounds per Square Inch
 - RC: Reinforced Concrete
 - REQD: Required
 - RH: Right Hande
 - R.O.: Rough Opening
 - San.: Sanitary
 - S.D.: Smoke Detector
 - Sect.: Section
 - Sht.: Sheet
 - Sht'g.: Sheathing
 - Specs.: Specifications
 - SQ. FT.: Square Feet
 - SQ. IN.: Square Inches
 - SS: Stainless Steel
 - S.S.W.SCH: See Shearwall Schedule
 - Std.: Standard
 - T&G: Tongue and Groove
 - T.O.: Top of
 - T.O.F.: Top of Footing
 - T.O.W.: Top of Wall
 - VA: Voltage
 - V.B.: Vapor Barrier
 - V.I.F.: Verify in Field
 - W.C.: Water Closet (Toilet)
 - Wd.: Wood
 - Wdw.: Window
 - W/O: Without
 - Wp.: Weatherproof
 - WS: Weatherstripping or Water Stop
 - Wt.: Weight
 - Wtr. Htr.: Water Heater

SHEET LIST	
Sheet Number	Sheet Name
A-001	Cover
A-101	SITE
A-102	FIRST FLOOR PLAN
A-103	SECOND FLOOR PLAN
A-104	THIRD FLOOR PLAN
A-201	ELEVATION 1
A-202	ELEVATION 2
A-501	RENDERINGS
A-502	EXISTING
A-503	SIDING DETAILS
T24	T24

Revisions			
No.	Date	Description	IB

Client

Schumacher Construction
34 Visitacion Ave
Brisbane, CA 94005

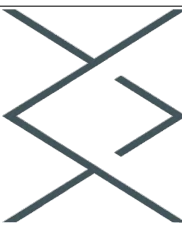
Sheet title

Cover

Sheet No.

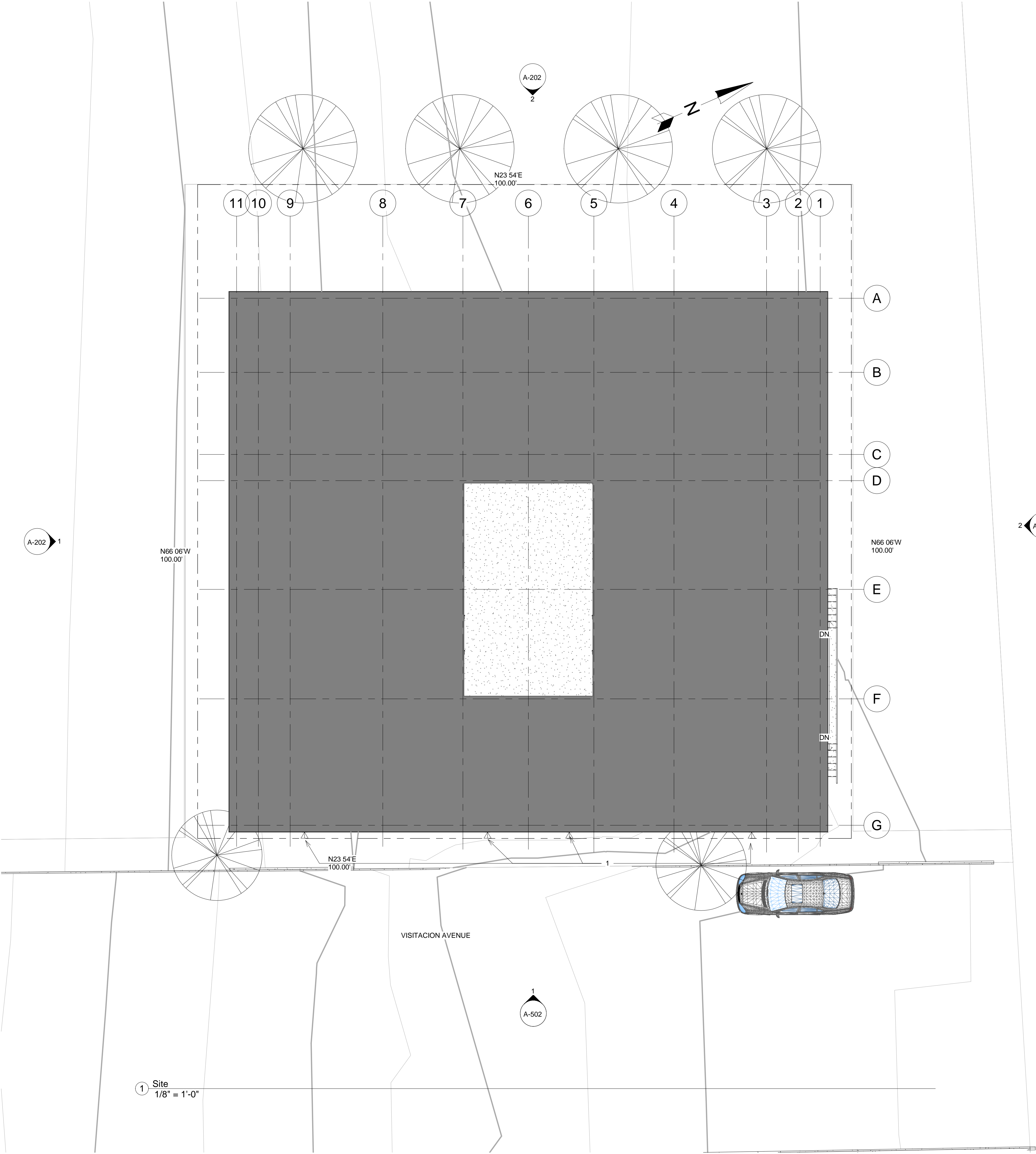
A-001

Date: 11/22/2021

 Freyr Design
530 277 7151
111 Bank St
Grass Valley, CA 95945

Drawn by:

Cover



Keynote Legend	
Key Value	Keynote Text
1	High Efficacy weather rated sconce control via dimmable photovoltaic switch. light fixtures will be fully shielded and downward facing.

NOTES:
-THIS SITE MAP DOES NOT REPRESENT A SURVEY. IT IS FOR REFERENCE PURPOSES ONLY
-No structural alteration to take place on site.

- High Efficiency Lighting
All new lighting shall comply with the requirements of Title 24 California Energy Code. All installed luminaires shall be high efficacy in accordance with TABLE 150.0-A. Key provisions are summarized below.
- **Kitchens**
 - All lighting must be high-efficiency.
 - **Bathrooms, Garages, Laundry Rooms, and Utility Rooms**
 - All lighting must be high-efficiency. At least one fixture in bathrooms, garages, laundry rooms and utility rooms will be controlled by a vacancy sensor.
 - Under-cabinet lighting shall be switched separately from other lighting sources.
 - **Hallways and Other Rooms**
 - All lighting must be high efficacy.
 - Permanently installed luminaires in or around swimming pools, water features or other locations subject to Article 680 of California Electrical Code need not be high efficacy.
 - **Outdoor Lighting**
 - All lighting must be high efficacy.
 - Outdoor lighting must be controlled by a manual ON/OFF switch and a photo-control and motion sensor, or other approved device
 - Decorative landscaping lighting not permanently attached to residential buildings is not regulated by Title 24, Part 6.

SITE

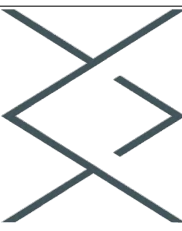
Revisions			
No.	Date	Description	IB

Client
Schumacher Construction
34 Visitacion Ave
Brisbane, CA 94005

Sheet title
SITE

Sheet No.
A-101

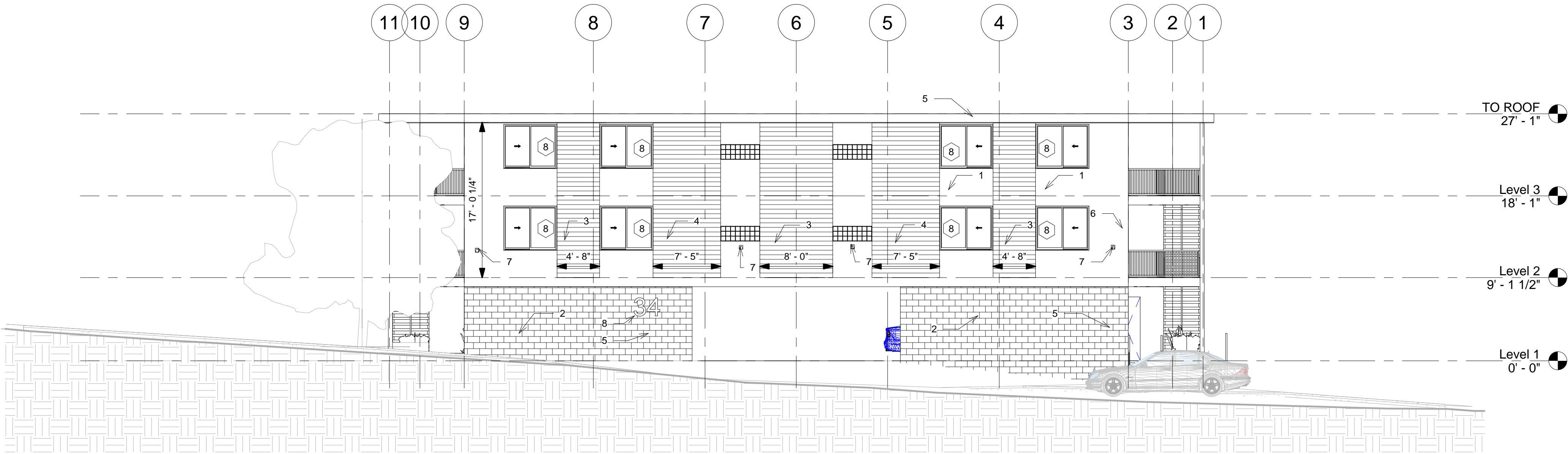
Date: 11/22/2021



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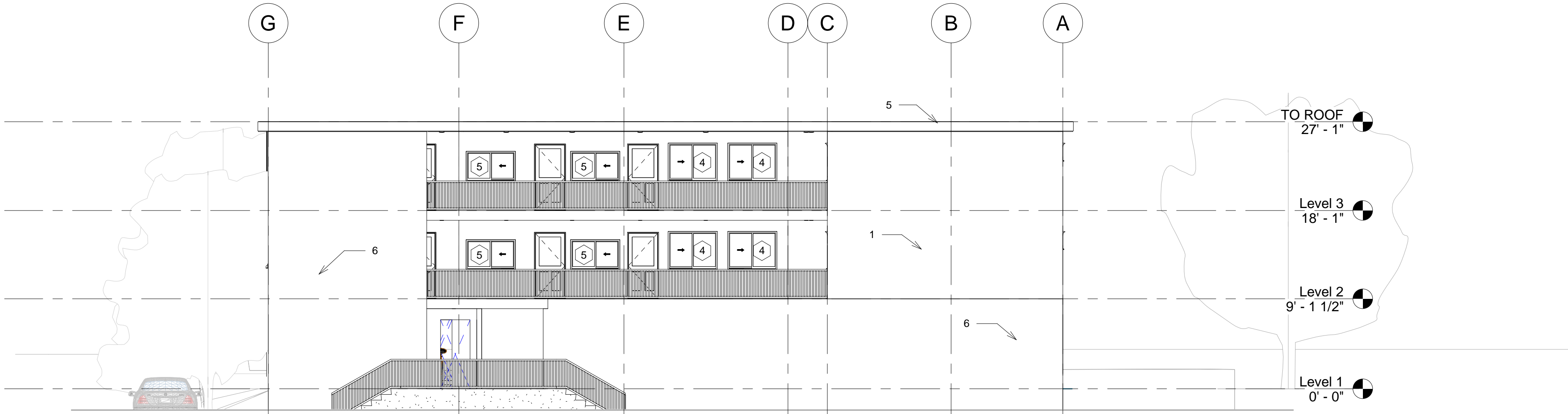
Drawn by:

Keynote Legend-Elevation	
Key Value	Keynote Text
1	Stucco
2	Concrete block wall
3	MAC Metal Architecture Harrywood Metal Siding-Western Cedar
4	MAC Metal Architecture Harrywood Metal Siding-Metallic Grey
5	Paint-Benjamin Moore Soote #2129-20 or similar
6	Paint-Benjamin Moore Coventry Gray HC-169 or similar
7	High Efficacy weather rated sconce control via dimmable photovoltaic switch. light fixtures will be fully shielded and downward facing.
8	Address sign will be internally backlit controlled via dimmable switch.



① East
1/8" = 1'-0"

WINDOW SCHEDULE								
Type Mark	Count	Height	Width	Sill Height	Type Comments	Solar Heat Gain Coefficient	Heat Transfer Coefficient (U)	Glazing Type
1	8	3' - 10"	7' - 10"	3' - 0"	3 LITE SLIDER, FIXED CENTER	0.35	0.3000 BTU/(h·ft²·°F)	Glass- Low E Tempered
2	12	1' - 10"	7' - 10"	5' - 0"	3 LITE SLIDER, FIXED CENTER	0.35	0.3000 BTU/(h·ft²·°F)	Glass- Low E
4	8	3' - 10"	5' - 0"	3' - 0"	SLIDING WINDOW	0.35	0.3000 BTU/(h·ft²·°F)	Glass- Low E
5	8	3' - 0"	5' - 0"	3' - 0"	SLIDING WINDOW	0.35	0.3000 BTU/(h·ft²·°F)	Glass- Low E
6	16	1' - 10"	4' - 0"	5' - 0"	SLIDING WINDOW	0.35	0.3000 BTU/(h·ft²·°F)	Glass- Low E Tempered
7	4	1' - 10"	7' - 10"	4' - 0"	3 LITE SLIDER, FIXED CENTER	0.35	0.3000 BTU/(h·ft²·°F)	Glass- Low E
8	8	4' - 10"	5' - 10"	3' - 0"	SLIDING WINDOW	0.35	0.3000 BTU/(h·ft²·°F)	Glass- Low E



② North
1/8" = 1'-0"

ATTACHMENT D

Item B.

ELEVATION 1

Revisions			
No.	Date	Description	IB

Client
Schumacher Construction
34 Visitacion Ave
Brisbane, CA 94005

Sheet title
ELEVATION 1

Sheet No.

A-201

Date: 11/22/2021

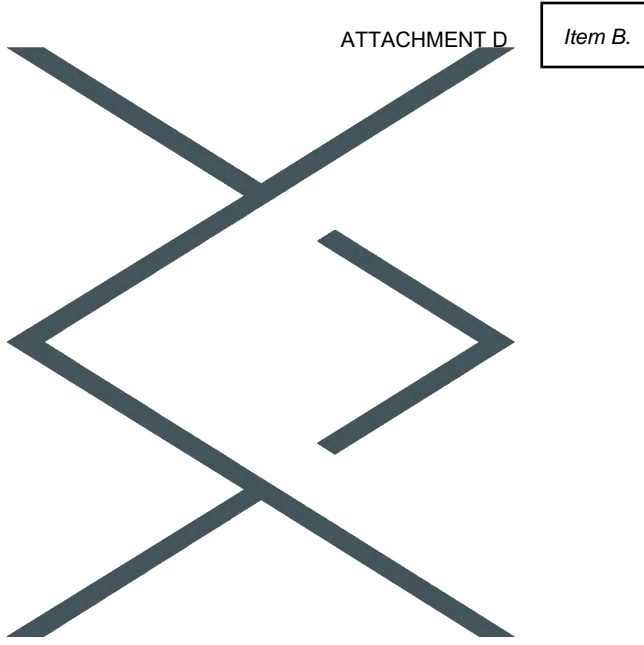
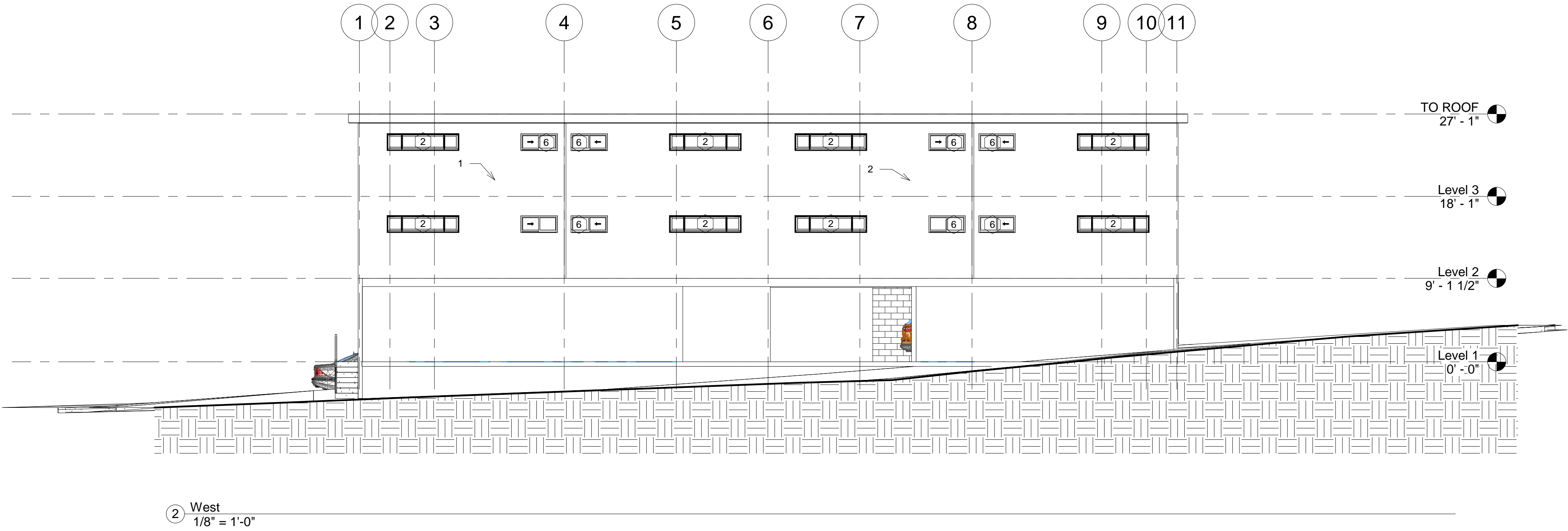
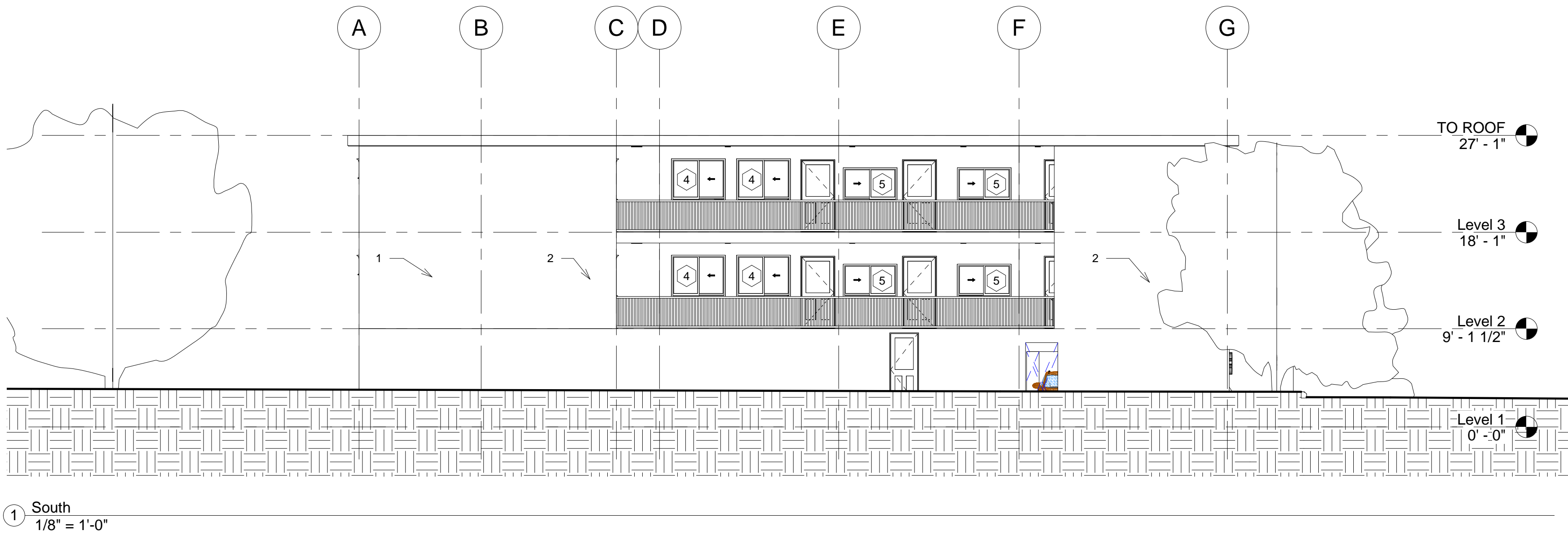


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111 Bank St
Grass Valley, CA 95945

Drawn by:

Keynote Legend-Elevation	
Key Value	Keynote Text
1	Stucco
2	Paint-Benjamin Moore Coventry Gray HC-169 or similar

WINDOW SCHEDULE								
Type Mark	Count	Height	Width	Sill Height	Type Comments	Solar Heat Gain Coefficient	Heat Transfer Coefficient (U)	Glazing Type
1	8	3' - 10"	7' - 10"	3' - 0"	3 LITE SLIDER, FIXED CENTER	0.35	0.3000 BTU/(h·ft²·° F)	Glass- Low E Tempered
2	12	1' - 10"	7' - 10"	5' - 0"	3 LITE SLIDER, FIXED CENTER	0.35	0.3000 BTU/(h·ft²·° F)	Glass- Low E
4	8	3' - 10"	5' - 0"	3' - 0"	SLIDING WINDOW	0.35	0.3000 BTU/(h·ft²·° F)	Glass- Low E
5	8	3' - 0"	5' - 0"	3' - 0"	SLIDING WINDOW	0.35	0.3000 BTU/(h·ft²·° F)	Glass- Low E
6	16	1' - 10"	4' - 0"	5' - 0"	SLIDING WINDOW	0.35	0.3000 BTU/(h·ft²·° F)	Glass- Low E Tempered
7	4	1' - 10"	7' - 10"	4' - 0"	3 LITE SLIDER, FIXED CENTER	0.35	0.3000 BTU/(h·ft²·° F)	Glass- Low E
8	8	4' - 10"	5' - 10"	3' - 0"	SLIDING WINDOW	0.35	0.3000 BTU/(h·ft²·° F)	Glass- Low E



ELEVATION 2

Revisions			
No.	Date	Description	IB

Client
Schumacher Construction
34 Visitacion Ave
Brisbane, CA 94005

Sheet title
ELEVATION 2

Sheet No.
A-202

Date: 11/22/2021



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Grass Valley, CA 95945

Drawn by:



RENDERINGS


Revisions			
No.	Date	Description	IB

Client
Schumacher Construction
34 Visitacion Ave
Brisbane, CA 94005

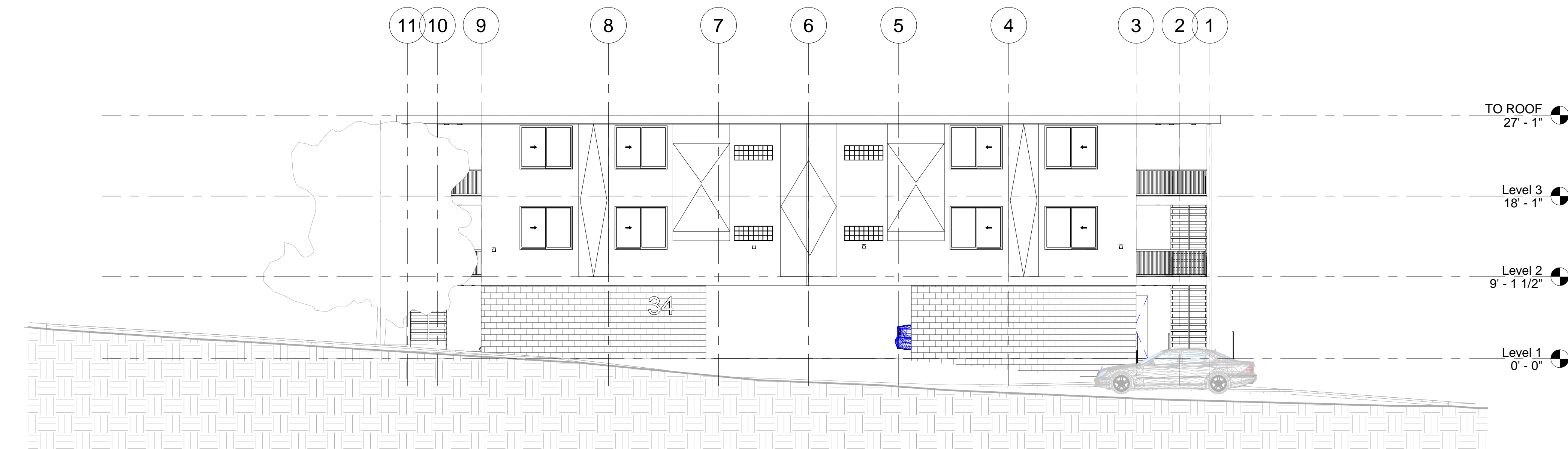
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RENDERINGS

Sheet No.
A-501

Date: 11/22/2021

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111 Bank St
Grass Valley, CA 95945

Drawn by:



① East-Existing
1/8" = 1'-0"



EXISTING

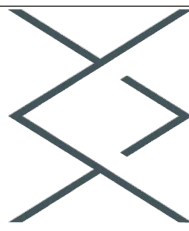
Revisions			
No.	Date	Description	IB

Client
Schumacher Construction
34 Visitacion Ave
Brisbane, CA 94005

Sheet title
EXISTING

Sheet No.
A-502

Date: 11/22/2021



Freyr Design
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Grass Valley, CA 95945

Drawn by:



A close-up photograph of a wooden surface, likely a table or wall paneling. The image shows several horizontal wooden planks with a warm, medium-brown tone and a visible natural wood grain. The planks are separated by thin, dark lines. The lighting is even, highlighting the texture of the wood.

A technical cross-section drawing of a window frame assembly. The drawing shows a horizontal window frame with a central pane and two side panes. The frame is mounted into a wall. Five numbered callouts point to specific components: 1 points to the central pane, 2 points to the central frame profile, 3 points to the central mounting bracket, 4 points to the left mounting bracket, and 5 points to the right mounting bracket.

1 Siding Furring Strips Detail

1	Galvanized 1 1/2" metal hat channel spaced at 16" O.C.
2	A060.250 screw per manufacture guidelines, see A-503 for details
3	SST TNT18134H @ 12" O.C. *Fill screw hole with clear silicon caulking
4	MAC Metal Architure Harrywood Metal Siding, Install Per manufacturer guidelines
5	Stucco

INSTALLATION GUIDE
HARRYWOOD &
HARRYWOOD BLOCK

MAC
METAL FABRICATING CORP.

HARRYWOOD TRIM & FLASHING

No. M10SHW (Harrywood)
Starting Strip

No. M50CD (Harrywood,
MS 14 & Norwood)
Flashing drip

No. M53CD (Harrywood,
MS 14 & Norwood)
Double Flashing drip

No. M56CD (Harrywood,
MS 14 & Norwood)
Extended drip flashing w/variable

No. M22C (Harrywood & MS 14)
Inside corner or QJ

No. M14CD (Harrywood,
MS 14 & Norwood)
L trim

M20C
Outside corner (2 pieces)

MACmetalproducts.com

INSTALLATION GUIDE
HARRYWOOD &
HARRYWOOD BLOCK

MAC
METAL ARCHITECTURAL

HARRYWOOD TRIM & FLASHING

No. M01C (Harrywood & MS 14)

J trim

No. M12C (Harrywood & MS 14)

Vertical transition trim (2 pieces)

No. M13C (Harrywood & MS 14)

Horizontal transition trim (2 pieces)

MACmetalarchitectural.com

Revisions			
No.	Date	Description	IB

Client
Schumacher Construction
34 Visitacion Ave
Brisbane, CA 94005

Sheet title

SIDING DETAILS

Sheet No.

A-503

Date: 11/22/2021



Freyr Design
530 277 7151
111 Bank St
Grass Valley, CA 95945

Drawn by:

File Attachments for Item:

C. 2023-2031 Housing Element Update: Demographics, Housing Needs and the Balancing Act Tool; This workshop will include a presentation and engagement with the City's affordable housing strategic plan consultant, ECONorthwest, to discuss demographic trends and Brisbane's need for affordable housing, as well as a demonstration of the Balancing Act online engagement tool, designed to obtain community input on potential housing sites and densities for the Housing Element update.



MEMORANDUM

DATE: December 16, 2021
 TO: Planning Commission
 FROM: Ken Johnson, Senior Planner 
 SUBJECT: **Workshop - 2023-2030 Housing Element Update**
Demographics, Housing Needs and the Balancing Act Tool

Tonight's Housing Element workshop is to provide a summary of the demographic trends in Brisbane and how that relates to the need for affordable housing and to introduce the new online Balancing Act community engagement tool for input on housing sites. Additionally, this memorandum provides some background information links to help set the stage for the live meeting and subsequent meetings planned for the first several months of 2022.

In general, the Housing Element will need to include the following major components:

1. Housing Needs Assessment
2. Evaluation of Housing Element Past Performance.
3. Housing Sites Inventory, sufficient to meet the Regional Housing Needs Allocation (RHNA)
4. Housing Constraints Analysis
5. Affirmatively Furthering Fair Housing

This workshop will be a starting point in our discussion of the housing needs assessment (demographic trends and affordability) and sites inventory. We will examine all of these topics in more depth in early 2022. Note that the schedule for Housing Element adoption will be intensive for the Planning Commission during the first 6 months of 2022, in order to meet the state's statutory deadline. Further discussion on the schedule is provided below.

Housing Needs - Demographic Trends and Housing Affordability

The City engaged the consulting firm ECONorthwest earlier this year to prepare an Affordable Housing Strategic Plan. That work is ongoing and includes the tasks of developing affordable housing strategies specific to the Baylands and citywide. The work program involves identifying the city's affordable housing goals and priorities, suggesting programs and policies to achieve them, and identifying potential revenue streams for affordable housing. Their work directly relates to the ongoing Housing Element update. Their knowledge of local demographic trends and affordable housing needs provides valuable context for the upcoming Housing Element update and they will be making a presentation to the Planning Commission this evening.

Balancing Act and Meeting the RHNA

The City has a state mandated requirement to allow zoning for a certain number of housing units within this next housing element cycle, for the years 2023 to 2031. As was discussed during the Planning

Commission's March 25th study session, ABAG has assigned a Regional Housing Needs Allocation (RHNA) to Brisbane that is much higher than seen in past housing element cycles. It is shown below:

**Regional Housing Needs Allocation (RHNA)
Housing Units by Income Categories**

	Very Low	Low	Moderate	Above Moderate (Market Rate)	Totals
Years 2023-2031 6th Cycle	317	183	303	785	1,588

Per HCD, the corresponding income limits for each category, within San Mateo County, are provided below. These income categories correlate to the RHNA table.

Income Limits: San Mateo County

Income Category	Percent of median income	Annual income (1-person household)	Annual income (3-person household)	Annual income (4-person household)
Extremely low-income	30%	\$38,400	\$49,350	\$54,800
Very low-income	50%	\$63,950	\$82,250	\$91,350
Low income	80%	\$102,450	\$131,750	\$146,350
Median income	100%	\$104,700	\$134,650	\$149,600
Moderate income	120%	\$125,650	\$161,550	\$179,500

While Brisbane's total RHNA for this cycle is 1,588 units, the Regional Housing Needs Determination from the California Department of Housing and Community Development (HCD) to the nine county Bay Area region was 441,176; so the Bay Area as a whole is needing to prepare for significant growth in the coming years.

This fall, through the Association of Bay Area Governments (ABAG), Brisbane was awarded a license to utilize an online community engagement tool, Balancing Act, to gather input on potential housing sites from the community. This tool, customized to Brisbane, as "Balance Brisbane", allows individuals to select from a menu of potential housing sites, or areas, and set the number of housing units that might be developed in each area, in order to meet the minimum required for housing element compliance. While the tool is much like an online planning game, it is intended to provide invaluable, real-world feedback from the community to help inform future Planning Commission and City Council deliberations on this challenging topic. Balance Brisbane may be considered essentially a community brainstorming session. As is typical with brainstorming sessions, there are no wrong answers and the more participation the better. With that in mind, there are opportunities for participants to provide notes throughout the program inputs.

It should be noted, it is not anticipated that all of the sites would ultimately be identified as sites for rezoning. The hope is that participants will not to simply pick the minimum number of sites/units and submit, but rather to pick any sites and densities that they think would be reasonable and good for the future of Brisbane. The sites and density mix to be provided in the Housing Element would ultimately be a decision of City Council, following further public participation and Planning Commission

recommendation to Council. Also, note that, many of the sites included in Balancing Act are those where housing is not currently permitted by the zoning or by the General Plan/Housing Element, but they were identified as being potentially viable and worthy of discussion. For completeness, areas, such as Central Brisbane, that already allow for housing were included, but these infill sites would only make up a small fraction of what's needed.

For Brisbane's Balancing Act users to complete and submit their opinions on where and how much housing should be planned, they would need to identify the housing sites at an adequate number of units to meet the RHNA of 1,588 plus a 20% margin, for 1,906 units total. Note that ABAG recommends a 15% to 30% margin in each jurisdiction's housing element, to ensure compliance with no net loss law (Govt Code Section 65863). This law is to ensure that assumptions jurisdictions make in their housing elements match what is actually built. This is further explained in the [Technical Assistance for Local Planning Fact Sheet](#), which is also provided as an informational link through Balancing Act. Also, note that, given the nuanced nature of getting RHNA credit for very low to moderate income housing, these units are not specifically identified in the Balancing Act program. They are subsets of the total and will be the subject of further study in early 2022.

During the workshop at the Planning Commission, staff will provide a Balancing Act demonstration to further explain the program. The tool has been advertised City-wide through various City media channels as well as mailed fliers that were sent to multi-family residential unit, mobile home unit and accessory dwelling unit residents, in an effort to reach what may be characterized as typically lower income or potentially underserved populations in Brisbane.

The Balancing Act program went live online at [2023-2031 Housing Element Update | City of Brisbane \(brisbaneca.org\)](#) on December 8th and is planned to remain available online through January 14, 2022, at which time staff will compile the response data and provide it to the Commission.

Additional Information & Resources

As the Commission prepares for this workshop and additional Housing Element workshops to follow in early 2022, there are a number of resources, in video and written form, that we encourage you to review, if you have not already participated in or viewed. These are all provided via links from the City's webpage: [2023-2031 Housing Element Update | City of Brisbane \(brisbaneca.org\)](#)

Workshops and Study Sessions

- Planning Commission Housing Element Kick-off workshop, March 28
- Through our membership in 21 Elements, six presentation/workshops were provided to the larger San Mateo County Community. Each were approximately 1 hour long and can be view from the link provided above.
 - “Let's Talk Housing Countywide Community Meeting”, April 13
 - “Let's Talk Housing: All About RHNA” April 22
 - “Why Affordability Matters”, October 13
 - “Housing and Racial Equity”, October 27
 - “Housing in a Climate of Change”, November 10
 - “Putting it All Together for a Better Future”, December 1

Reference Materials

HCD's and ABAG's websites provide a number of written reference materials. A few that are recommended for review at this time are provided below. Additionally, a link to the current Housing Element is provided.

- RHNA Process: For information on the RHNA process, please see the Final Regional Housing Needs Allocation (RHNA) Plan: San Francisco Bay Area, 2023-2031 at: [proposed Final RHNA Allocation Report 2023-2031.pdf](#)
- Site Inventory Guidebook (Govt Code Section 65583.2): This HCD memo provides details on the state's rules on how jurisdictions are to select and report suitable housing sites in their housing elements. [Housing Element Sites Inventory Guidebook \(ca.gov\)](#)
- Affirmatively Furthering Fair Housing (AFFH) (Govt Code Section 65583.2(c)(10)): While inclusion of underserved and populations that have been discriminated against in housing elements has always been important in order to develop fair and balanced housing opportunities, recent state legislation has taken additional steps to help ensure it happens with this cycle. The state defines AFFH as, *"taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and fosters inclusive communities free from barriers that restrict access to opportunity based on protected characteristics...transforming racially and ethnically concentrated areas of poverty into areas of opportunity...."* Please see the following ABAG webpage for more information: [Affirmatively Furthering Fair Housing \(ca.gov\)](#)
- 2015-2022 Housing Element: The current housing element is available on the City's webpage, as Chapter XI: <https://www.brisbaneca.org/cd/page/general-plan>

Schedule and Next Steps:

Housing Element updates are due to HCD by January 31, 2023. While that's over a year from now, the schedule for workshops and public hearings in advance of that is intensive. Before outlining the Commission's next steps, note that Govt Code Section 65585 prescribes the following steps jurisdictions are to take in adopting a housing element:

1. Submit a draft element to HCD prior to adoption
2. Consider HCD's findings prior to adoption
3. Revise and adopt the element to comply with the statute or adopt the draft without changes and specify in the resolution the findings that explain the reasons the housing element complies with the statute; and
4. Promptly submit the adopted element to HCD

The local jurisdictions are required to adopt the housing element within 120 days of the January 31, 2021 statutory due date, but given the steps outlined above, a draft would need to be reviewed by Council and submitted for HCD review well in advance of that date.

The state recently passed Assembly Bill AB 215, which expanded HCD's review time on the first submittal of the draft from 60 to 90 days, with 60 days for subsequent reviews on responses to

comments. It also adds a requirement of a minimum 30-day public review period, plus time to address any comments.

Given the process for adoption by the City and HCD certification, the following schedule is planned for 2022:

- Now through March: Planning Commission workshops, monthly to twice monthly. The next is planned for January 27th
- April: Complete Draft Housing Element available for at least 30 days for public comment and Commission review in advance of the first Public Hearing
- May: Public hearings (2 anticipated) at the Planning Commission.
- June – July: Public hearings (2 anticipated) at City Council.
- Late July: Submit draft Housing Element to HCD for review and comment (90 days)
- Late October: Receive HCD comments
- November - December: Public hearing at City Council, or Planning Commission if necessary, to address HCD comments and adopt the Housing Element
- December: Resubmittal to HCD for review/certification.