

BRISBANE PLANNING COMMISSION  
Action Minutes of February 26, 2026  
Hybrid Meeting

CALL TO ORDER

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

ROLL CALL

Present: Commissioners Funke, Gooding, Sayasane, and Wodziak  
Absent: Commissioner Lau  
Staff Present: Acting Community Development Director Ayres, Senior Planner Johnson, and Senior Planner Robbins

ADOPTION OF AGENDA

A motion was made by Commissioner Gooding and seconded by Commissioner Funke to adopt the agenda. Motion approved 4-0.

CONSENT CALENDAR

A. Approval of draft meeting minutes of January 22, 2026

A motion by Commissioner Wodziak, seconded by Commissioner Gooding, to adopt the consent calendar was approved 4-0.

ORAL COMMUNICATIONS

There were none.

WRITTEN COMMUNICATIONS

There were none.

OLD BUSINESS

There were none.

NEW BUSINESS

- B. PUBLIC HEARING: 320 Mendocino Street; 2025-UP-01-PE; R-1 Zoning District;** Use permit authorizing a modification to the parking regulations of the Brisbane Municipal Code to reduce the required number of off-street parking spaces from four to three and reduce the required number of covered parking spaces from two to one at an existing single-family dwelling to allow an approximately 73 square foot addition; and finding that this project is categorically exempt from environment review under

CEQA Guidelines Section 15301 (a & e); Joe Kuhel, applicant; Price Jerome D Trust, owner.

Senior Planner Robbins presented the agenda report to the Commission and answered questions regarding the parking provisions of the Brisbane Municipal Code (BMC) pertaining to minimum parking requirements, the definition of tandem parking, exceptions for single-family dwellings, and findings for requests to modify parking requirements, and how staff reviews and monitors conformance with BMC parking provisions during permit plan checks.

Chair Sayasane opened the public hearing.

Applicant Kuhel provided the reason for enclosing the mostly shaded deck.

Remote caller Emily Wirowek, Mendocino Street resident and Complete Streets Committee Chair, spoke against the project. With no one else wishing to address the Commission, a motion by Commissioner Funke, seconded by Commissioner Wodziak, to close the public hearing was approved 4-0.

After deliberation, a motion made by Commissioner Gooding, and seconded by Commissioner Wodziak, to approve the application with findings via adoption of Resolution 2025-UP-01-PE, was approved 4-0.

Chair Sayasane read the appeal procedure.

#### ITEMS INITIATED BY STAFF

##### C. CEQA Training

Acting Director Ayres introduced Mark Teague of Placeworks who provided the training.

#### ITEMS INITIATED BY THE COMMISSION

There were none.

#### SELECTION OF PLANNING COMMISSION OFFICERS

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

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

#### ADJOURNMENT

D. Chairperson Sayasane adjourned to the next regular meeting of March 12, 2026 at approximately 8:48 p.m.

Attest:

*Julia Ayres*

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Julia Ayres, Acting Community Development Director

NOTE: A full video record of this meeting can be found on the City's YouTube channel at [www.youtube.com/BrisbaneCA](http://www.youtube.com/BrisbaneCA), on the City's website at <http://www.brisbaneca.org/meetings>, or on DVD (by request only) at City Hall.