



**City of Brisbane**  
50 Park Place  
Brisbane, CA 94005-1310  
415-508-2100  
415-467-4989 Fax

## NOTICE OF PUBLIC HEARING

Notice is hereby given that a public hearing will be held by the City of Brisbane Planning Commission on **Thursday, September 24, 2020 at 7:30 p.m., virtually via videoconference broadcast on local Comcast channel 27 and the City's YouTube channel**, to consider the following matter:

APPLICATION NO.: **Design Permit DP-3-20 and Use Permit UP-5-20**

APPLICANT/OWNER: **Xie Guan, applicant/Portia Kok Hung Li, Kwok Sheung Li, and Jackie Kai Hang Lo, owners.**

LOCATION: **18 Visitacion Avenue  
(Assessor's Parcel No. 007-221-190)**

ZONING: **NCRO-2 Neighborhood Commercial District- Downtown Brisbane**

REQUEST: **Design Permit DP-3-20 and Use Permit UP-5-20 for a new 5,794 sq ft, 35 ft tall, three-story mixed-use building with two dwelling units and 400 sq ft of commercial space. The ground floor would accommodate four covered parking spaces in addition to the commercial space, while the second and third stories would accommodate two (2) two-story dwelling units and an 822 sq ft roof deck.**

**A use permit is required to allow mixed-use development on the site and a design permit is required for all new mixed-use structures in the NCRO-2 District. The Commission's review of the design permit application will include the applicant's request to reduce the required area of ground floor storefront uses from 600 square feet to 400 square feet and to allow the building height to exceed 28 feet.**

ENVIRONMENTAL  
STATUS:

**Categorical Exemption per State CEQA Guidelines Section 15303(b), Section 15303(c), and Section 15332 - 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.**

## HOW TO VIEW THE MEETING

This meeting will be conducted exclusively via videoconferencing in compliance with the Governor's Executive Order N-29-20 and the San Mateo County Health Officer's amended Health Order C19-11 effective June 17, 2020. The purpose of this virtual public meeting is to provide the safest environment for staff, Planning Commissioners, and the public while ensuring public participation. The Community Meeting Room at City Hall will remain closed and inaccessible to the public until large public gatherings are permitted to resume.

Members of the public have the following options for viewing the meeting:

- Local Comcast Channel 27.
- The City's YouTube channel at <https://youtube.com/BrisbaneCA>.

## HOW TO PROVIDE COMMENTS

**Prior to the meeting - by 5 PM on 9/24/2020:** You are encouraged to submit comments in writing prior to the meeting by 5 PM on September 24<sup>th</sup>, 2020. Public comments received by this deadline will be provided to the Commission and incorporated into the record of the agenda item. You may email written comments prior to 5 PM on September 24<sup>th</sup>, 2020 to Jeremiah Robbins, Associate Planner, at the below email address. Questions about the application may also be directed to Jeremiah by email or the below phone number.

**Phone:** (415) 519-1437.

**Email:** [jrobbins@brisbaneca.org](mailto:jrobbins@brisbaneca.org)

**After 5 PM on 9/24/2020:** If you wish to make a comment after 5 PM on September 24<sup>th</sup>, 2020, you may email or text the following email and text line, which will be monitored during the meeting. **Please make sure you send your comments before or during the public hearing for this item.** Written comments received after the public hearing is closed will not be considered by the Commission.

**Email:** [jswiecki@brisbaneca.org](mailto:jswiecki@brisbaneca.org)

**Text:** 415-713-9266

Should you wish to make verbal comments during the public hearing, please call the teleconference phone number, **which will be provided on the meeting agenda to be published Friday 9/18/2020 on the City's website [www.brisbaneca.org/meetings](http://www.brisbaneca.org/meetings), and announced by the Chairperson and displayed on the screen during the public meeting.**

## HOW TO VIEW THE APPLICATION MATERIALS

The meeting agenda, staff's agenda report, and the application materials may be viewed on the City's website at [www.brisbaneca.org/meetings](http://www.brisbaneca.org/meetings) after 1 p.m. on September 18<sup>th</sup>, 2020. The materials may also be viewed at City Hall during our limited open hours on Monday, September 21<sup>st</sup>, 2020 and Thursday, September 24<sup>th</sup>, 2020 from 9 AM to 1 PM (please note health screening will be required prior to entering the building). Hard copies (reduced size) are also available by request to be mailed to your residence. To request hard copies to be mailed, email Community Development Technician Alberto Viana at [aviana@brisbaneca.org](mailto:aviana@brisbaneca.org) or call (415) 508-2120 **no later than 1 PM on September 18<sup>th</sup>, 2020.** If you live out of State, please provide notice earlier to ensure you receive the materials prior to the hearing.

If you challenge the application in court, you may be limited to raising only those issues you or someone else raised at the public hearing, described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing. Written information or comments that may include a person's name, address, email address, etc. submitted to the City, City Council, Council Commissions and Committees and City staff are public records under the California Public Records Act, are subject to disclosure and may appear on the City's website. Any attendee who wishes accommodation for a disability should contact the Community Development Department at least 48 hours prior to the meeting.

DATED: 9/11/2020

  
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John A. Swiecki, Community Development Director