

FINAL Minutes of the Planning Commission Meeting of Tuesday November 7, 2017
Council Chambers, One Twin Pines Lane, Belmont, CA

ROLL CALL 7:00 P.M.

Planning Commission Members Present: Hendrix, Majeski, McCune, Meola, Simpson, Mates
Planning Commission Members Absent: Goldfarb

Staff Present: CDD deMelo, City Attorney Rennie, Assistant Planner Dietz, Planning Technician Shek, and Temporary Administrative Assistant Hernandez

PLEDGE OF ALLEGIANCE

Led by Chair Mates

COMMISSIONER ANNOUNCEMENTS / AGENDA AMENDMENTS

Commissioners requested that staff either adopt a policy or request that applicants submit small size plans either B or C size.

CONSENT CALENDAR

Draft Meeting Minutes - 09-05-2017

Draft Meeting Minutes - 09-19-2017

Draft Meeting Minutes - 10-02-2017

Draft Meeting Minutes - 10-17-2017

Resolution 2017-42 1919 Oak Knoll Drive - Request for a Modification to the Approved Plans (Appl. No. 2016-0062)

ACTION: On a motion by Commissioner Simpson, seconded by Commissioner Majeski, the Consent Calendar was approved 6-1 (Goldfarb absent). **Resolution 2017-42** approving the Request for a Modification to the Approved Plans at 1919 Oak Knoll Drive (Appl. No. 2016-0062)

PUBLIC HEARINGS

1633 PROSPECT STREET -TO CONSIDER A SINGLE-FAMILY DESIGN REVIEW TO CONSTRUCT A NEW 571 SQUARE FOOT UPPER FLOOR ADDITION TO AN EXISTING 2,207 SQUARE FOOT SINGLE-FAMILY RESIDENCE. (APPL. NO. PA2017-0050)

Commissioners indicated that site visits were made but no ex-parte communications were made.

Assistant Planner Dietz described the project. Staff indicated that the project is well designed and articulated, it does not impact public views, does not require grading, and all existing landscape would be maintained. The addition is compliant with the Residential Design Guidelines and effectively reduces bulk by having the second story stepped back. There is neighborhood support for the project.

Commission discussion ensued regarding the non-conforming driveway. Assistant Planner Dietz stated that much of the driveway is in the right of way, and is non-conforming, as it is less than the

18 feet required under current standards. He explained that the applicant received approval from the Public Works Department to use that portion of the driveway as parking for the site, and no changes to the existing driveway would be necessary.

Chair Mates opened the Public Hearing.

Ken Kotter, Belmont resident, expressed support for the project.

Chair Mates closed the Public Hearing.

Commission deliberation on the item yielded support for the project and all the findings could be made.

ACTION: On a motion by Commissioner Majeski, seconded by Commissioner Simpson, **Resolution 2017-43** - Approving a Single-Family Design Review, (Appl. No. PA2017-0050), at **1633 PROSPECT STREET** was approved 6-1(Goldfarb absent).

1105 TAHOE DRIVE - TO CONSIDER A SINGLE-FAMILY DESIGN REVIEW TO CONSTRUCT A NEW 3,346 SQUARE FOOT SINGLE-FAMILY HOME. (APPL. NO. PA2017-0036)

Commissioners indicated that site visits were made but no ex-parte communications were made.

Assistant Planner Dietz described the project.

Commission discussion ensued regarding the City's concerns over the crawl space. Assistant Planner Dietz stated that the City's Residential Design Guidelines speak to digging the home into the natural slope as much as possible, but after speaking with the applicant, staff understood that it was not possible, and that the project complied with the Residential Design Guidelines.

Toby Long, architect for the project stated that the house is prefabricated and will be built off site which will minimize disruption to the neighborhood.

Chair Mates opened the Public Hearing. No one came forward to speak.

Chair Mates closed the Public Hearing.

Commissioners expressed support for the prefabrication of the house because it lowers the impact on the project site and the neighborhood. Commissioners appreciated staff's efforts to minimize the crawl space area, and agreed with the architect that aesthetics would be lessened if the house was pushed too far back.

ACTION: On a motion by Commissioner Meola, seconded by Commissioner McCune **Resolution 2017-44** Approving a Single-Family Design Review, and Tree Removal Permit at 1105 Tahoe Drive (Appl. No. PA2017-0036) was approved 6-1 (Goldfarb absent).

2028 MONROE AVENUE -TO CONSIDER A SINGLE-FAMILY DESIGN REVIEW TO CONSTRUCT A NEW 631 SQUARE FOOT UPPER FLOOR AND 108 SQUARE FOOT GROUND FLOOR ADDITION TO AN EXISTING 1,295 SQUARE FOOT SINGLE-FAMILY RESIDENCE. (APPL. NO. PA2017-0055)

Commissioners indicated that site visits were made but no ex-parte communications were made.

Planning Technician Shek described the project. Staff indicated that the addition is well designed and articulated, public views are not impacted, and no grading will be required.

Chair Mates opened the Public Hearing.

Celeste Pagan, Belmont resident, expressed support for the project, stating that it will be a beautiful addition to Monroe Street.

Chair Mates closed the Public Hearing.

Commission discussion ensued regarding the addition and the existing house. Commissioners suggested that the addition should be tied into the existing house and recommended adding language to the Resolution to have staff work with the applicant to address some of the roofline concerns.

Mark Johnson, applicant, stated that the house was pushed back because it has a cathedral ceiling that the owner wanted to keep. The hip roof design used was to help reduce the building bulk rather than having a gable on the second floor, which would be less obtrusive to neighbors, and would help reduce costs.

ACTION: On a motion by Commissioner McCune, seconded by Commissioner Majeski Approving a Single-Family Design Review at 2028 Monroe Ave, (Appl. No. PA2017-0055), **Resolution 2017-45** was approved 6-1(Goldfarb absent).

1836 EL VERANO WAY - TO CONSIDER A SINGLE-FAMILY DESIGN REVIEW TO CONSTRUCT A NEW 557 SQUARE FOOT UPPER FLOOR AND 336 SQUARE FOOT GROUND FLOOR ADDITION TO AN EXISTING 2,182 SQUARE FOOT SINGLE-FAMILY RESIDENCE. (APPL. NO. PA2017-0057)

Commissioner Meola recused herself, stepped off the dais and exited the Council Chambers.

Commissioners indicated that site visits were made but no ex-parte communications were made.

Planning Technician Shek described the project. Staff indicated that the addition is well designed and articulated, public views are not impacted, minor grading is required on the site, and the project includes extensive landscaping with trees, and drought tolerant plants.

Commission discussion ensued regarding the reduction in the storage area.

Aurelio Peccei, applicant, explained that the project would repair the failing retaining wall in the rear yard protecting the cross slope in the front patio that caved in. He pointed out that there are similar issues happening under the house in the storage area where there is slow runoff and poor retention. The goal is to reinforce the storage area, put in drainage behind the new retaining walls in the storage area, thus creating a dry area that takes care of retention, storage and drainage; the storage area would then be functional.

Chair Mates opened the Public Hearing. No one came forward to speak.
Chair Mates closed the Public Hearing.

Commissioners stated that they can make the findings for the project.

ACTION: On a motion by Commissioner McCune, seconded by Commission Majeski Approving a Single-Family Design Review at 1836 El Verano Way (Appl. No. PA2017-0057). **Resolution 2017-46** was unanimously (5-1-1, Meola, recused, Goldfarb absent).

RECESS: 7:55 P.M.
RECONVENE: 8:00 P.M.

Commissioner Meola returned to the dais.

AFFORDABLE HOUSING REQUIREMENTS/FEEES – MULTI-FAMILY RESIDENTIAL RENTAL PROJECTS – CITYWIDE - TO CONSIDER REGULATIONS REQUIRING AFFORDABLE HOUSING UNITS BE INCLUDED IN MULTI-FAMILY RESIDENTIAL RENTAL PROJECTS AND ALTERNATIVE MEANS OF COMPLIANCE, AND OTHER INCLUSIONARY REQUIREMENTS INCLUDING FEES. THE CITY PARTICIPATED IN A SAN MATEO COUNTY-WIDE NEXUS STUDY WHICH IDENTIFIES JUSTIFIABLE FEES TO ADDRESS AFFORDABLE HOUSING IMPACTS. THESE REGULATIONS ARE BEING CONSIDERED IN LIGHT OF THE SIGNING INTO LAW OF AB 1505. PROJECT NO.: PA2017-0071

CDD deMelo stated that bill AB 1505 restores the ability of cities and counties to adopt inclusionary housing policies for multi-family residential rental projects. AB 1505 authorizes any city or county to adopt an ordinance requiring that, as a condition of developing rental housing units, the development include a certain percentage of rental units affordable to moderate-income, lower income and very low-income households. With this Ordinance, staff is proposing that 15 percent of multi-family residential rental projects with 25 or more units, be affordable. CDD deMelo stated that this Ordinance addresses changes in AB 1505.

Commissioner discussion ensued regarding the 15 percent requirement, and if that number was tied to anything else. Commissioners inquired if any of the new projects would be affected by this Ordinance. CDD deMelo stated that new projects would be affected by the Ordinance.

Attorney Rennie stated that this is a requirement that a new development include a certain percentage of affordable units. He clarified that this would apply to new construction only. The duration of the time set by the Ordinance would be 55 years. Attorney Rennie stated that one of the issues that the City needs to focus on is implementation of the City's housing element.

Chair Mates opened the Public Hearing. No one came forward to speak.
Chair Mates closed the Public Hearing.

Commissioners recommended that the City should not create exclusive affordable housing zoning districts, and should ensure that these units are mixed into the fabric of the city.

The Commission recommended City Council adoption and recommended that the City Council review the appropriateness of the 15 percent affordable multi-family residential rental unit requirement proposed in the Draft Ordinance.

ACTION: On a motion by Commissioner Meola, seconded by Commissioner Simpson **Resolution 2017-47** Recommending City Council Adoption of an Ordinance of the City of Belmont Adopting Regulations for Affordable Rental Housing and Amending the Belmont Zoning Ordinance (Ordinance 360), and recommending that the City Council study whether the 15 percent requirement is the appropriate number to apply to the rental units that are being addressed. Resolution was approved 4-2-1, (Majeski, No, McCune, No, Goldfarb, absent).

CDD deMelo stated that staff will carry this recommendation to the City Council at their November 14, 2017 meeting, for the first reading of the Ordinance. The second reading and Public Hearing for the Ordinance is scheduled for the November 28, 2017 Council meeting.

OTHER BUSINESS / UPDATES

CDD deMelo mentioned the City's Veteran's Memorial Dedication taking place on Friday November 10, 2017 at Twin Pines Park.

CDD deMelo outlined the upcoming City Council meeting schedule relative to the General Plan, Climate Action Plan, and Belmont Village Specific Plan. He noted that the current schedule will likely result in all policy documents being adopted by the end of the calendar year.

ADJOURNMENT at this time, being 9:00 p.m.

Prepared by,
Irma Hernandez
Temporary Administrative Assistant

Approved by,
Carlos deMelo
Community Development Director

Meeting televised and web streamed.