

Minutes of the Planning Commission Regular Meeting of Tuesday, April 2, 2019
Council Chambers, One Twin Pines Lane, Belmont, CA

ROLL CALL 7:00 P.M.

Planning Commission members present: Meier, Finley, Majeski, Goldfarb, McCune,
Planning Commission members absent: Kramer, Pyrz

Staff Present: Community Development Director de Melo, Park and Recreation Director Shearer,
Associate Planner Dietz, and Administrative Assistant Lynn

PLEDGE OF ALLEGIANCE

Led by Commission Chair Goldfarb.

COMMUNITY FORUM

Chair Goldfarb opened the Community Forum.

No public speakers came forward.

Chair Goldfarb closed the Community Forum

COMMISSIONER ANNOUNCEMENTS / AGENDA AMENDMENTS

None

CONSENT CALENDAR

Special Meeting Minutes March 19, 2019

Regular Meeting Minutes March 19, 2019

ACTION: On a motion by Commissioner Majeski, Seconded by Commissioner Meier to approve the
Special Meeting Minutes and Regular Meeting Minutes of March 19, 2019.

Motion passed 5-0-2 (5 Ayes, 0 Noes, 2 Absent)

OTHER BUSINESS

6 A. Belmont Sports Complex Synthetic Turf Project Design Update

Parks and Recreation Director Shearer provided an informational update on project status and details.
The following items were noted:

- Focus is on the north field due to increase of construction costs and significant community benefits could be obtained.
- (*Perimeter*) Extension of fence line and increasing height of the netting for safety to pedestrians and vehicles, replacement and widening of the asphalt walkway an additional 2 feet, installation of a new 4-foot perimeter fence that will separate ball field and walkway, new light pole, and installation of energy efficient lighting.
- (*Interior*) ADA upgrades to the middle section of bleachers, raising the dugouts and addition of an ADA water fountain, enclosure of the bullpen and batting cages, relocation of the scoreboard due to elevating the dugout would decrease line of site for spectators, move the soccer field inline markings outside of the baseball mound.

- Cost estimates significantly increased due to the replacement of all new drainage to replace existing failed drainage. Water cost savings of 50K a year are projected for the synthetic turf and drainage upgrades.
- Construction anticipated to commence at the end of soccer season in mid-November 2019 pending permits.

COMMISSION QUESTIONS TO STAFF

In response to Commissioner Finley, Parks and Recreation Director Shearer stated the width of the baseball field and color scheme was preferred and approved by Babe Ruth Baseball.

Commissioner Majeski suggested keeping the dugout a “dugout” and build a ramp into it and it would reduce the cost of the dugout upgrade and eliminate the relocation of the scoreboard.

In response to Chair Goldfarb, Parks and Recreation Director Shearer stated there will not be upgrades to the south field at this time due to limited funds. However, the Parks, Open Space and Recreational Master Plan will include looking into all the athletic fields for opportunities for improvements.

No Action by the Commission was required.

PUBLIC HEARINGS

7 A. 806 Ruth Avenue – (Single Family Design Review)

Commissioners stated site visits were conducted but no ex-parte communications were made.

Associate Planner Dietz provided an overview of the staff report and a presentation for a single-family design review to construct a lower floor addition totaling 1,398 square feet to an existing 1,125 square foot home. The project would include a rear addition and new lower level garage. This project does not require grading, would not impact public views, would be well-landscaped, and is in compliance with the Residential Design Guidelines and Residential Design Criteria. Staff stated all findings were made in the affirmative and recommended approval.

Chair Goldfarb invited the applicant to speak. The applicant did not speak.

COMMISSION COMMENTS

In response to Commissioner McCune, Associate Planner Dietz stated Public Works reviews the driveway accessibility and turning radius necessary. The extension of the driveway facilitates a hammerhead turn area for vehicles.

In response to Chair Goldfarb, the existing back deck will be removed for the new addition, and a new deck will be added to wrap around the new structure.

Chair Goldfarb opened the Public Hearing.

No speakers came forward.

Chair Goldfarb closed the Public Hearing.

ACTION: On a motion by Commissioner Majeski, seconded by Commissioner McCune to approve the Single-Family Design Review for 806 Ruth Avenue, Application Number PA2018-0092

Motion passed 5-0-2 (5 Ayes, 0 Noes, 2 Absent)

Chair Goldfarb stated this item is appealable within 10 calendar days.

7 B. 3901 Christian Drive (Single-Family Design Review)

Commissioners stated that no ex-parte communications were made.

Associate Planner Dietz provided an overview of the staff report and a presentation for a single-family design review to construct a second story addition totaling 400 square feet to an existing 2,206 square foot home. Additionally, the project would also consist of remodeling the existing garage. Staff stated all findings were made in the affirmative and recommended approval.

Chair Goldfarb invited the applicant to address the Commission. The applicant provided no additional comments.

COMMISSION QUESTIONS TO STAFF

In response to Chair Goldfarb, Associate Dietz stated upper story additions of 400 square feet or more require Planning Commission approval.

Chair Goldfarb opened the Public Hearing.

No speakers came forward.

Chair Goldfarb closed the Public Hearing.

COMMISSION COMMENTS

In response to Commissioner Majeski, Associate Planner Dietz stated that if a property notification is near the city limit line, the 300-foot notification still applies and would then be mailed to those that may be outside of Belmonts jurisdiction.

In response to Commissioner Finley, staff stated a project currently under construction across the street may have slight overlap, but should not be an issue.

ACTION: On a motion by Commissioner McCune, seconded by Commissioner Majeski to approve the Single-Family Design Review at 3901 Christian Drive, Application Number PA2019-0003.

Motion passed 5-0-2 (5 Ayes, 0 Noes, 2 Absent)

Chair Goldfarb stated this item is appealable within 10 calendar days.

STUDY SESSION – NONE

COMMUNITY DEVELOPMENT DEPARTMENT UPDATES

A. Planning Commission Chair and Vice Chair Selection

Director de Melo stated this action was an annual appointment conducted by the Planning Commission to designate a new Chair and Vice Chair.

Chair Goldfarb nominated Commissioner McCune as Chair. Commissioner McCune accepted.

ACTION: On a motion by Chair Goldfarb, seconded by Commissioner Majeski to appoint Commissioner McCune as Planning Commission Chair.

Motion passed 5-0-2 (5 Ayes, 0 Noes, 2 Absent)

Chair Goldfarb nominated Commissioner Majeski as Vice-Chair. Commissioner Majeski accepted.

ACTION: On a motion by Chair Goldfarb, seconded by Commissioner McCune to appoint Commissioner Majeski as Planning Commission Vice-Chair.

Motion passed 5-0-2 (5 Ayes, 0 Noes, 2 Absent)

Verbal report from the Community Development Director

To address some upcoming development projects, staff requested the Commission confirm availability for a third meeting this month to be scheduled for Tuesday, April 30th.

ADJOURNMENT at this time being 7:44 PM to a regular meeting of the Planning Commission to be held on April 16, 2019. Public Notice as required will be issued in advance of the next Commission Meeting.

Diane Lynn - Administrative Assistant

Meeting televised and web streamed