

**CITY OF BELMONT**  
**PLANNING COMMISSION MEETING**  
**SUMMARY MINUTES**

**OCTOBER 21, 2014 - 7:00 PM**

Chair Herbach called the meeting to order at 7:00 p.m. at One Twin Pines Lane, City Hall Council Chambers.

**1. ROLL CALL**

Commissioners Present: Herbach, Hold, Hurt, Mercer, Kim, Goldfarb, MacDonald  
Commissioners Absent: None

Staff Present: Community Development Director de Melo, City Attorney Rennie, Rob Gill,  
Associate Planner, Recording Secretary Turning

**2. AGENDA AMENDMENTS – Strike items 6A, 6B &-6D from the Agenda.  
Public Hearing item 5B to be discussed prior to Public Hearing item 5A.**

**3. COMMUNITY FORUM (Public Comments) – Resident, Cynthia Farrington commented on  
the 1920 Notre Dame Project.**

***ITEM 5B. IS TO BE CONTINUED TO THE NOVEMBER 18, 2014 PLANNING COMMISSION  
MEETING***

**5B. PUBLIC HEARING – 1920 Notre Dame Avenue/Public Right-of-Way adjacent to 1999 Notre  
Dame Avenue (CONTINUED FROM THE 9/16/14 PLANNING COMMISSION MEETING)**

To consider a Conditional Use Permit, Design Review, and Variance to modify an existing wireless telecommunications facility by replacing two existing monopole mounted antennas (located within the public right of way), and constructing a new equipment enclosure at 1920 Notre Dame Avenue in which all ancillary equipment would be relocated. The Variance request is to permit location of the ancillary equipment on a property zoned R-1B Single Family Residential. (Application No: PA2014-0010)

APN: 044-056-240; Zoned: Public Right-of-Way (N/A) and R-1B Single Family Residential

CEQA Status: Categorical Exemption Section 15303, Class 3(e)

Applicant: The CBR Group on behalf of AT&T

Project Planner: Jennifer Rose, [jrose@belmont.gov](mailto:jrose@belmont.gov); (650) 595-7453

**Motion by Chair Herbach seconded by Commissioner Hold to move the item at 1920 Notre Dame Avenue to the November 18, 2014 Planning Commission Meeting.**

**Motion passed by show of hands 7/0**

## **5. PUBLIC HEARINGS:**

### **5A. PUBLIC HEARING – 1051 Lassen Drive**

To consider a Single Family Design Review to construct a 1,079 square foot addition to the existing 1,899 square foot single-family residence. The proposal will bring the total square footage of the residence to 2,978 square feet where the maximum permitted building size is 3,367 square feet for this site. (Application No. 2014-0046)

APN: 043-151-120; Zoned: R-1B Single Family Residential

CEQA Status: Categorical Exemption per Section 15301, Class 1(e)(2)

Applicant: Daniel Biermann for Design Studio; Owners: Joshua Walker

Project Planner: Rob Gill, [rgill@belmont.gov](mailto:rgill@belmont.gov); (650) 598-4204

**Chair Herbach confirmed that no one on the commission had ex-parte communications with anyone on this project.**

**Associate Planner Gill summarized the report. Planner Gill and Project Designer/Applicant Dan Biermann responded to questions of the Commission.**

**There were no requests from the Public to speak on this item.**

**Discussion ensued.**

**MOTION:** By Commissioner Mercer seconded by Commissioner Hold to move the Resolution of the Planning Commission of the City of Belmont Approving a Single Family Design Review at 1051 Lassen Drive (Appl. No. 2014-0046 *with the added condition; that a large crowning tree be planted in the front yard to mitigate the bulk of the home.*

**Ayes: Mercer, Hold, Kim, Hurt, MacDonald, Goldfarb, Herbach**

**Noes: None**

**Motion passed: 7/0**

**Chair Herbach noted this item can be appealed within 10 calendar days.**

## **6. REPORTS, STUDIES AND UPDATES:**

**6A.** Caltrain Modernization Program/High Speed Rail - *none*

**6B.** Ralston/US-101 Landscape Project - *none*

**6C.** 2035 General Plan Update - *Community Development Director de Melo summarized the progress on General Plan Update and noted the Community Workshop is being held on Wednesday, November 12, from 6:00 pm – 9:00 at City Hall.*

**6D.** Ralston Corridor Study - *none*

**6E.** Single Family Design Review Findings/Submittal Requirements – *Single Family Design Review Application packets were distributed to the Commission – Discussion ensued. Director de Melo would return to the Commission with a draft change to the submittal checklist, Commissioners Hurt and Kim will work with staff to create a focus list for discussion.*

*Discussion ensued on future “paperless” Planning Commission packets.*

## **7. City Council Meeting of Tuesday, October 28, 2014**

Planning Commission Meeting Minutes 10/21/2014

**Liaison: Commissioner Kim**  
**Alternate Liaison: Commissioner Hold**

**8. ADJOURNMENT: Meeting Adjourned at: 8:55 PM**

**Adjournment To: THURSDAY, November 6, 2014 - 7:00 PM for a Planning Commission Meeting at Belmont City Hall.**

Information on the applications to be considered at this meeting may be obtained from the City of Belmont Planning Division, One Twin Pines Lane, Suite # 110, CA, 94002, 650/595-7417. This meeting will be televised and webstreamed. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact: 650-637-2999. Notification in advance of the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting.