

CITY OF BELMONT
PLANNING COMMISSION MEETING
SUMMARY MINUTES
TUESDAY, DECEMBER 16, 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, Mercer, Kim, Hurt, MacDonald
Commissioners Absent: Goldfarb

Staff Present: Community Development Director de Melo, City Attorney Rennie, Assistant Planner Gill, Management Analyst Rose, Recording Secretary Turning

2. AGENDA AMENDMENTS

Chair Herbach requested to move item 4B from Consent for further discussion.

3. COMMUNITY FORUM

Resident Tran Tran commented on Community Forum protocols.

Resident Charles Merian requested clarification regarding Parliamentary Procedure.

4. CONSENT CALENDAR

4A. Planning Commission Meeting Minutes of 11/18/14

MOTION by: Commissioner Hold seconded by Commissioner Mercer to approve the November 18, 2014 minutes *with the additional changes:* *Item 5A - Commissioner Mercer disclosed ex-parte communication with resident, Item 5A - cannot be appealed until final resolution is voted by the Planning Commission, Item 5B - Conditions modified should specify: "the applicant shall be responsible for condition numbers 5 & 10 referring of the Parks and Recreation Department".*

Ayes: Hold, Mercer, Hurt MacDonald, Herbach
Noes: None
Abstain: Kim
Absent: Goldfarb

Motion passed: 5/0/1/1

4B. Resolution of Denial – Conditional Use Permit, Design Review and Variance – AT&T Wireless Communications Facility - 1920 Notre Dame Avenue/Public Right-Of-Way (Continued from 11/18/14 Planning Commission Meeting)

Discussion ensued – Planner Rose, Development Director de Melo and City Attorney Rennie responded to questions of the Commission.

MOTION: by Commissioner Hold seconded by Commissioner Hurt to move the Resolution of the Planning Commission of the City of Belmont Denying a Conditional Use Permit, Variance, and Design Review to Allow Additions and Modifications to an Existing AT&T Wireless Facility Mounted on a Utility Pole in the Public Right-of-Way, and Relocation of Ancillary Equipment to 1920 Notre Dame Avenue (PA2014-0010) *with modifications:*

1. Resolution Title edited to read “Additions and Modifications” instead of just “Modifications”.
2. Section 2 (CUP Findings) revised to include Finding 11.5.1.A. stating that the project would not be compatible with the surrounding neighborhood.
3. Section 2, Finding 11.5.1.D. modified to state “compact suburban residential setting”, instead of just “Suburban residential setting”.
4. Section 3, Finding 14.5.1(b) revised to remove the sentence, “The proposed wireless facility is smaller in scale relative to other wireless facilities in the City, and is designed to serve the surrounding residential properties.”

Ayes: Hold, Hurt, Mercer, Herbach

Noes: None

Abstain: Kim, MacDonald

Absent: Goldfarb

Motion to Deny Passed: 4/0/2/1

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

5. PUBLIC HEARING:

5A. PUBLIC HEARING – Hallmark Drive Water Tank Property

To consider a Conditional Use Permit and Design Review to install two panel antennas and additional wireless facility components for the existing Sprint facility at the Mid-Peninsula Water District Tank Site on Hallmark Drive. (Application No. 2014-0054)

APN: 045-330-200; Zoning: A – Agriculture and Open Space

CEQA Status: Categorically Exempt, Section 15303, Class 3(e)

APPLICANT: Tim Page, for Sprint Corporation

OWNER: Mid-Peninsula Water District

PROJECT PLANNER: Rob Gill, (650) 598-4204; rgill@belmont.gov

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

Commissioner Mercer recused herself from the dais as she lives in close proximity of the 500 ft radius of the project property.

Associate Planner Gill summarized the report. Planner Gill and Applicant Tim Page responded to questions of the Commission.

No requests from the public to speak were received on this item

Discussion ensued.

MOTION: By Commissioner Kim seconded by Commissioner MacDonald to move the Resolution of the Planning Commission of the City of Belmont Approving a Conditional Use Permit to Allow Modifications to an Existing Wireless Communication Facility at the Hallmark Water Tank Site (PA2014-0054)

Director de Melo will contact Mid Peninsula Water Department to address the Planning Commission's request to remove the dead tree, plant and maintain a replacement tree on the property.

Ayes: Kim, MacDonald, Hurt , Herbach
Noes: Hold
Recuse: Mercer
Absent: Goldfarb

Motion passed: 4/1/1/1

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

**Chair Herbach requested a 5 minute break
Meeting resumed at 9:05 pm.**

6A. Review of DRAFT General Plan Housing Element 2015-2023

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

Planner Rose summarized the changes to the General Plan Housing Element Update. Planner Rose, Community Development Director de Melo and City Attorney Rennie responded to questions from the Commission.

Discussion ensued.

Planner Rose thanked the Commission for their input and noted Council and Commission comments would be added to the document and forwarded to HCD the following week. The Commission would see the GP Housing Element document again in approximately 60 days.

7. STUDY SESSION:

7A 2035 General Plan Update – Discussion ensued regarding the project schedule/milestone calendar. Due to the late hour, this item was continued to the January 6, 2015 Planning Commission Meeting.

8. REPORTS, STUDIES AND UPDATES:

None

9. City Council Meeting of December 23, 2014 has been cancelled.

10. ADJOURNMENT: Meeting Adjourned at 10:25 pm.

Adjournment To: Tuesday, January 6, 2015 - 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.