

CITY OF BELMONT
PLANNING COMMISSION
SUMMARY MINUTES

TUESDAY, MARCH 19, 2013, 7:00 PM

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

1. ROLL CALL

Commissioners Present: Mercer, Parsons, Frautschi, Herbach, Hold, Goldfarb
Commissioners Absent: d'Souza

Staff Present: Community Development Director de Melo, Senior Planner DiDonato, Management Analyst Walker, Associate Planner Gill, City Attorney Rennie, Recording Secretary Turning

Chair Mercer introduced and welcomed two new Commissioners Amy Goldfarb and Karin Hold

2. AGENDA AMENDMENTS – None

3. COMMUNITY FORUM (Public Comments) - None

4. CONSENT CALENDAR

4A. Planning Commission Minutes of February 19, 2013

MOTION: By Commissioner Frautschi, seconded by Commissioner Herbach, to approve the Minutes of February 19, 2013 with one correction.

Ayes: Frautschi, Herbach, Mercer
Noes: None
Abstain: Parsons, Hold, Goldfarb
Absent: d'Souza

Motion passed 3/0/3/1

Commissioner d'Souza arrived at 7:05 p.m.

5. PUBLIC HEARINGS

5A. PUBLIC HEARING – 1374 Sunnyslope Avenue

To consider a Variance to construct a 362 square-foot addition to an existing 1,614 square-foot single-family residence for a total of 1,976 which is below the maximum permitted 2,665 square feet for this property. A portion of the addition would continue a legal non-conforming ten-foot street side property line setback (Sunnyslope Avenue frontage) where a minimum of 15 feet is required.

(Appl. No. 2013-0003)

APN: 045-263-090; Zoned: R-1C - Single Family Residential

CEQA Status: Categorical Exemption per Section 15303

APPLICANT: Stewart Associates

OWNER: Elaine Middleman and Richard Smith

PROJECT PLANNER: Jennifer Walker (650) 595-7453

Chair Mercer determined that no Commissioner had any ex parte communication with anyone involved with this project.

Management Analyst Walker summarized the Staff Report and answered questions from the Commission.

Applicant Smith provided further clarification on the project.

Director de Melo answered questions from the Commission.

Chair Mercer opened the Public Hearing. There were no requests to speak.

MOTION: By Vice Chair Parsons, seconded by Commissioner Frautschi, to close the Public Hearing. Motion passed 7/0 by a show of hands.

Discussion ensued.

MOTION: By Commissioner Frautschi, seconded by Commissioner Hold, Resolution of the Planning Commission of the City of Belmont denying a Side Yard Setback Variance for 1374 Sunnyslope Avenue (Appl. 2013-0003)

Ayes: Frautschi, Hold, d'Souza, Herbach, Parsons

Noes: Goldfarb, Mercer

Motion passed 5/2

Chair Mercer stated that this item may be appealed to the City Council within 10 calendar days.

B. PUBLIC HEARING 2520–22 De Koven Avenue (Mid-Peninsula Water Tank Site)

To consider a Conditional Use Permit, Variance and Design Review to replace two existing Sprint antennas and ground equipment, and to install additional wireless facility components at the Mid-Peninsula Water Tank Site.

(Appl. No. 2012-0021)

APN: 043-272-400 Zoned: R-1B – Single Family Residential

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

APPLICANT: Modus, Inc., for Sprint/Nextel

OWNER: Mid-Peninsula Water
PROJECT PLANNER: Rob Gill, (650) 598-4204

Chair Mercer verified that no one on the Commission had any ex parte communication with anyone involved with the project.

Associate Planner Gill summarized the Staff Report and answered questions from the Commission.

Kira O'Malley representing Sprint, Ron Leithner and Tammy Rudock representing Mid-Peninsula Water District, answered questions and provided further clarification regarding the project.

Chair Mercer opened the Public Hearing.

Dorothy Lau and Chris Adams, Belmont residents, spoke in opposition to the project.

MOTION: By Vice Chair Parsons, seconded by Commissioner d'Souza, to close the Public Hearing. Motion passed 7/0 by a show of hands.

Discussion ensued.

MOTION: By Vice Chair Parsons, seconded by Commissioner Frautschi, to adopt Resolution approving the Conditional Use Permit, Variance and Design Review for 2520-22 De Koven Avenue (Mid-Peninsula Water Tank Site) (Appl. PA2012-0021. Prior to the issuance of building permits for the project, the applicant shall submit a final landscape plan for review and approval by the Planning Commission. The plan will include additional landscaping to screen the Sprint facility. A Noise assessment that reflects post installation reading shall be submitted to the Planning Commission via e-mail.

**Ayes: Parsons, Frautschi, Hold, Goldfarb, d'Souza, Herbach and Mercer
Noes: None**

Motion passed 7/0

Chair Mercer stated that this item may be appealed to the City Council within 10 calendar days.

Chair Mercer called for a 3-minute break at 9:30. The meeting reconvened at 9:35.

5C. PUBLIC HEARING – 2847 San Juan Boulevard

To consider a Single Family Design Review to construct a new 2,800 square foot single-family residence, which is the below the maximum 3,285 square feet permitted for the zoning district. The project would also include a Variance for retaining wall height, parking and front setback, and a Major Encroachment Permit for retaining walls within the public right-of-way.

(Appl. No. 2010-0006)

APN: 043-322-270; Zoned: R-1B - Single Family Residential

CEQA Status: Categorical Exemption per Section 15303

APPLICANT: Steve Lesley

OWNER: Ahmad Dababo
PROJECT PLANNER: Damon DiDonato, (650) 637-2908

Chair Mercer verified that no one on the Commission had an ex parte communication with anyone involved with the project.

Senior Planner DiDonato summarized the Staff Report and answered questions from the Commission.

Chair Mercer opened the Public Hearing.

John Boykin, Belmont resident, commented on the project.

MOTION: By Vice Chair Parsons, seconded by Commissioner Frautschi, to close the Public Hearing. Motion passed 7/0 by a show of hands.

MOTION: By Commissioner Frautschi, seconded by Vice Chair Parsons, to adopt the Resolution approving a Single-Family Design Review for 2847 San Juan Boulevards (Appl. 2010-0006) with the added condition to include pavers on the driveway if structurally possible and the planting of a Redwood Tree or Two on the right side of the property below the catch basin.

**Ayes: Frautschi, Parsons, Hold, Goldfarb, d'Souza, Herbach, Mercer
Noes: None**

Motion passed 7/0

MOTION: By Commissioner Frautschi, seconded by Vice Chair Parsons, to adopt the Resolution approving a Variance for 2847 San Juan Boulevard (Appl. 2010-0006)

**Ayes: Frautschi, Parsons, Hold, Goldfarb, d'Souza, Herbach, Mercer
Noes: None**

Motion passed 7/0

MOTION: By Commissioner Frautschi, seconded by Vice Chair Parsons, to adopt the Resolution recommending City Council approval of a Major Encroachment Permit for 2847 San Juan Boulevard (Appl. 2010-0006)

**Ayes: Frautschi, Parsons, Hold, Goldfarb, d'Souza, Herbach, Mercer
Noes: None**

Motion passed 7/0

Chair Mercer stated that this item may be appealed to the City Council within 10 calendar days.

6. ELECTION OF PLANNING COMMISSION CHAIR/VICE CHAIR

**Vice Chair Parsons was elected to serve as Planning Commission Chair.
Commissioner Herbach was elected to serve as Planning Commission Vice Chair**

7. REPORTS, STUDIES AND UPDATES:

- 7A. Caltrain Modernization Program/High Speed Rail – Community Development Director de Melo noted that the comments regarding the EIR scope on the Track Electrification Project had been forwarded to Caltrain. He would forward a copy of the letter to the Commission.

Chair Mercer provided the Commission with an update on Proposition 1A and noted the Peninsula Consortium Group would meet in the Council Chambers at Belmont City Hall on the first Friday of the month at 8:15 am, April – June 2013.

- 7B. Ralston/US-101 Landscape Project – Nothing to report

- 7C. Tree Board – Community Development Director de Melo noted the cancellation of the April 3, 2013 Tree Board meeting was due to a lack of a quorum as the Board recently lost two members and one member would be out that night. He noted the meeting would be rescheduled.

Chair Mercer recommended the board meet on a monthly basis until its standards are established. Vice Chair Parsons and Commissioner d’Souza will remain on the Board until March 2014.

Vice Chair Parsons noted that he had been receiving the weekly list of tree permits issued and requested that the Planning Commission be added to the distribution list as well.

- 7D. Chase Bank – 1900 Ralston Avenue – Community Development Director noted this project would be returning to the Commission on their April 2, 2013 meeting.

Community Development Director de Melo reminded the Commission that the Village Committee would meet the following night, March 20, at 6:00 pm to review the Draft Village Zoning Document. Everyone was invited to attend.

City Attorney Rennie noted the American Planning Association would be holding free workshops in the Bay Area and that he would forward the schedule to the Commission.

8. CITY COUNCIL MEETING OF TUESDAY, APRIL 9, 2013 - 7:30 P.M.

Liaison: Commissioner Parsons

Alternate Liaison: Commissioner Frautschi

The City Council Meeting of March 26, 2013 has been cancelled.

9. ADJOURNMENT:

The meeting was adjourned at 10:35 p.m. to a Regular Planning Commission Meeting on Tuesday, April 2, 2013 at 7:00 p.m. in Belmont City Hall.

Carlos de Melo
Planning Commission Secretary

*Planning Commission Meetings are **Audio Recorded and Video Taped.**
CD's of Planning Commission Meetings are available in the
Community Development Department
Please call (650) 595-7417 to schedule an appointment.*

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