

**CITY OF BELMONT**  
**PLANNING COMMISSION**  
**SUMMARY MINUTES**  
**TUESDAY, MAY 7, 2013, 7:00 PM**

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

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

**2. AGENDA AMENDMENTS – None**

**3. COMMUNITY FORUM (Public Comments) – None**

**4. CONSENT CALENDAR**

**4A. Planning Commission Minutes of 4/2/13**

**4B. Planning Commission Minutes of 4/16/13**

**MOTION: By Commissioner Mercer, seconded by Commissioner Frautschi, to approve the Minutes of 4/2/13 and 4/16/13.**

**Motion passed by show of hands: 6/0/1**

**5. PUBLIC HEARINGS**

**5A. PUBLIC HEARING – 2602 NEWLANDS AVENUE**

To consider a Single Family Design Review to construct a 1,018 square foot addition to an existing 2,148 square foot single-family residence, which is below the maximum 3,500 square feet permitted for the zoning district.

(Appl. No. 2013-0015)

APN: 044-023-150; Zoned: R-1B Single Family Residential

CEQA Status: Categorical Exemption per Section 15303 Class 3(a)

APPLICANTS/OWNERS: Mark Mayo and Roberta Greenspan

PROJECT PLANNER: Jennifer Walker, (650) 595-7453

Acting Chair Herbach verified that no Commissioners 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 Mark Mayo answered questions of the Commission and expressed his gratitude for their comments on the project.

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

**MOTION: By Commissioner Frautschi, seconded by Commissioner Mercer, to close the Public Hearing. Motion passed 6/0/1 by a show of hands.**

Discussion ensued.

**MOTION: By Commissioner Mercer seconded by Commissioner Frautschi, to adopt the Resolution of the Planning Commission of the City of Belmont approving a Single Family Design Review at 2602 Newlands Avenue (Application Number 2013-0015) with additional landscaping as amended by the Commission.**

**Ayes: Mercer, Frautschi, Hold, Goldfarb, d'Souza, Herbach,**

**Noes: None**

**Absent: Parsons**

**Motion passed 6/0/1**

Acting Chair Herbach stated that this item can be appealed to the City Council within 10 calendar days.

**5B. PUBLIC HEARING – ONE TWIN PINES LANE (Belmont City Hall)**

To consider approval of Conditional Use Permit and Design Review applications to replace three existing Sprint panel antennas and associated equipment at the Belmont City Hall site.

(Appl. No. 2012-0004)

APN: 045-181-230/260/280; Zoned: C-2 (General Commercial)

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

APPLICANT: Sprint/Nextel

OWNER: City of Belmont

PROJECT PLANNER: Rob Gill (650) 598-4204

Acting Chair Herbach verified that no Commissioners had any ex parte communication with anyone involved with this project.

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

Maria Miller, Sprint Representative responded to questions from the Commission.

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

**MOTION: By Commissioner Frautschi, seconded by Commissioner d'Souza, to close the Public Hearing. Motion passed 6/0/1 by a show of hands.**

Discussion ensued.

**MOTION: By Commissioner Hold seconded by Commissioner Goldfarb, to adopt the Resolution of the Planning Commission of the City of Belmont Approving a Conditional Use Permit and Design Review to allow modifications to an existing Sprint/Nextel Communication Facility at One Twin Pines Lane (City Hall Building) (PA 2012-0004).**

**Ayes: Hold, Goldfarb, d'Souza, Mercer, Frautschi, Herbach**

**Noes: None**

**Absent: Parsons**

**Motion passed 6/0/1**

Acting Chair Herbach stated that this item can be appealed to the City Council within 10 calendar days.

**6. STUDY SESSION:**

**6A. 2713 Newlands Avenue – Single Family Design Review, Conditional Use Permit, Variance, Floor Area Exception.**

**Senior Planner DiDonato summarized the Staff Report providing a power point presentation and responding to questions of the Commission.**

**Discussion ensued. Owner Gen Tanabe and Applicant Augie Peccei from Coast to Coast Developers answered questions of the Commission.**

**The Commission referred to several findings that could not be made. Recommendations on alternative designs were provided to the owner and applicant.**

**6B. Village Zoning Element – Community Development Director de Melo provided the Commission with an overview of the “Draft” document.**

**Discussion ensued. Director de Melo welcomed additional input from the Commission and noted that this item would be placed on future Planning Commission Agendas.**

**7. REPORTS, STUDIES AND UPDATES:**

**7A. Caltrain Modernization Program/High Speed Rail – Nothing to Report**

**7B. Ralston/US-101 Landscape Project – Belmont Public Works Department is working with the City of Redwood City to obtain the funding needed to complete this project. An additional report will follow to the Commission.**

**8. CITY COUNCIL MEETING OF TUESDAY, May 14, 2013 – 7:30 PM**

Liaison: Commissioner d'Souza  
Alternate Liaison: Commissioner Goldfarb

**9. ADJOURNMENT:**

The meeting was adjourned at 10:45 p.m. to a Regular Planning Commission Meeting on Tuesday, May 21, 2013 at 7:00 p.m. in Belmont City Hall.

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Carlos de Melo  
Planning Commission Secretary

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