

CITY OF BELMONT
PLANNING COMMISSION

SUMMARY MINUTES

THURSDAY, AUGUST 8, 2013 7:00 PM

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

1. ROLL CALL

Commissioners Present: Parsons, Herbach, Mercer, Goldfarb

Commissioners Absent: d'Souza, Hold

Staff Present: Community Development Director de Melo, City Attorney Rennie, Recording Secretary Turning, Senior Planner DiDonato

2. AGENDA AMENDMENTS – None

3. COMMUNITY FORUM (Public Comments) – None

4. CONSENT CALENDAR

4A. Planning Commission Minutes of 6/27/13

MOTION: By Commissioner Mercer seconded by Commissioner Goldfarb, to approve the Minutes of 6/27/13.

Ayes: Mercer, Goldfarb, Herbach, Parsons

Noes: None

Absent: d'Souza, Hold

Motion passed: 4/0/2

4B/4C. Planning Commission Minutes of 7/1/13 and 7/16/13

MOTION: By Commissioner Mercer seconded by Commissioner Goldfarb, to move the Minutes of 7/1/13 and 7/16/13 to the 8/20/13 Planning Commission Meeting.

Ayes: Mercer, Goldfarb, Herbach, Parsons

Noes: None

Absent: d'Souza, Hold

Motion passed: 4/0/2

5. PUBLIC HEARINGS:

5A. PUBLIC HEARING - 1907 Oak Knoll Drive

To consider a Single Family Design Review to construct an addition to an existing 2,417 square foot two-story residence. The proposal will bring the total square footage to 3,493 square feet (3,500 sq. ft. maximum building size permitted for this site).

(Appl. No. 2013-0025)

APN: 044-072-570 Zoned: R1-B- (Single Family Residential)

CEQA Status: Categorically Exempt, Section 15301, Class1 (e) 1

APPLICANT/OWNER: Xavier and Anne-Sophie Avat

PROJECT PLANNER: Damon DiDonato (650) 637-2908

PROJECT PLANNER: Intern, Julia Nelson (650) 637-4717

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

Senior Planner DiDonato summarized the staff report answering questions of the Commission.

Applicant, Xavier Avat and Project Engineer, Braham Mozayeny provided further clarification on the project.

Chair Parsons opened the Public Hearing. No one from the public came forward to speak.

MOTION: by Commissioner Mercer, seconded by Commissioner Goldfarb, to close the Public Hearing.

Motion passed 4/0 by a show of hands.

Discussion ensued, the Commission provided comments to the applicant and staff.

MOTION: By Commissioner Mercer, seconded by Vice Chair Herbach to move the Resolution of the Planning Commission of the City of Belmont Approving a Single Family Design Review at 1907 Oak Knoll Drive (Appl. No. 2013-0025) with the additional conditions; *the applicant return drawings to staff to verify the sunroom is not enclosed indicating either an exterior patio or deck and provide clarification that the awning does not extend into side setback; the applicant return to staff with a landscape plan indicating treatment of the front yard, lowering of the driveway, indicate retaining wall materials, show any stair access from the driveway and plantings.*

Ayes: Mercer, Herbach, Goldfarb, Parsons

Noes: None

Absent: d'Souza, Hold

Motion passed 4/0/2

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

6. New Business

6A – Study Session – Review of Belmont Village Zoning and Design Guidelines

Community Development Director de Melo summarized the document. He recommended the item be continued as two Commissioners were absent. Discussion ensued, some direction from the Commission was provided to staff. The item was continued to the August 20, 2013 Planning Commission Meeting.

7. REPORTS, STUDIES AND UPDATES:

7A. Caltrain Modernization Program/High Speed Rail – Commissioner Mercer noted the Peninsula Consortium group will meet in September. The City of Brisbane will host the meeting. She noted the ruling on the Brady Lawsuit (claim of failure to comply with prop 1A terms) had 30 days to deliver the ruling.

7B. Ralston/US-101 Landscape Project - Public Works department continues to work on this item.

Chair Parsons requested the Parks and Recreation Department appoint a Commission member to the Tree Board or have the City recruit a member of the public.

8. City Council Meeting of Tuesday, August 13, 2013 – 7:30 PM

Liaison: Commissioner Goldfarb
Alternate Liaison: Commissioner d'Souza

9. ADJOURNMENT:

Meeting Adjourned at: 8:25 pm.

Adjournment To: Tuesday, August 20, 2013 - 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 web streamed. 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.