

**CITY OF BELMONT**  
**PLANNING COMMISSION**

**SUMMARY MINUTES**

**TUESDAY, SEPTEMBER 17, 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, Mercer, D'Souza, Hold, Goldfarb

Commissioners Absent: Herbach

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

**2. AGENDA AMENDMENTS – None**

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

**4. CONSENT CALENDAR**

Consent Calendar items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Commission, staff or public request specific items to be removed for separate action.

**4A. Planning Commission Minutes of 9/3/13**

**MOTION:** By Commissioner Goldfarb seconded by Commissioner Hold to approve the Minutes of 9/3/13 with three additional comments to be added to the Vacant Lot at Monte Cresta Drive motion. *Motion to include: revised irrigation plan, construction to show fencing around PDF area, revised floor plan to show ceiling height.*

**Ayes:** Goldfarb, Hold, Mercer, d'Souza, Parsons

**Noes:** None

**Absent:** Herbach

**Motion passed: 5/0/1**

**5. PUBLIC HEARINGS:**

**5A. PUBLIC HEARING – 2021 Arbor Avenue**

To consider a Variance to allow a detached residential carport to encroach into the front yard setback and exceed the fifteen foot height limit for accessory structures.

September 17, 2013

(Appl. No. PA2013-0031)  
APN: 044-093-060; Zoned: R-1B Single Family Residential  
CEQA Status: Categorically Exempt, Section 15301, Class 3 (e)  
Applicant: Ibarra Associates  
Owners: Richard Montero & Karen Garavatti  
Project Planner: Rob Gill (650) 598-4204

**Associate Planner Gill summarized the staff report answering questions of the Commission.**

**Applicant Garavatti and Architect Ibarra provided further clarification on the project.**

**No one from the public came forward to speak on this item.**

**MOTION: By Commissioner d'Souza, seconded by Commissioner Goldfarb to close the Public Hearing. Motion passed 5/0/1 by show of hands.**

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

**MOTION: By Commissioner Mercer, seconded by Commissioner Goldfarb to move the Resolution of the Planning Commission of the City of Belmont Approving a Variance at 2021 Arbor Avenue (Application number 2013-0031) with attached conditions and one additional condition: *return with a Front Yard Landscape Plan for staff to review.***

**Ayes: Mercer, Goldfarb, d'Souza, Parsons**  
**Noes: Hold**  
**Absent: Herbach**

**Motion passed: 4/1/1**

**Chair Parsons stated that this item can be appealed to the City Council within 10 calendar days and verified that no one on the Commission had ex-parte communication with anyone involved with this project.**

#### **5B. PUBLIC HEARING – 1300 Sunnyslope Avenue**

To consider a Single Family Design Review (SFDR) to construct a new 3,150 square foot single family residence that is below the zoning district permitted 3,500 square feet for the site.

(Appl. No. PA2013-0029)  
APN: 045-263-010; Zoned: R-1C Single Family Residential  
CEQA Status: Categorical Exemption per Section 15303  
Applicant: James Chu  
Owner: Sunnyslope Avenue Belmont, LLC  
Project Planner: Damon DiDonato 650/637-2908

**Chair Parsons confirmed that no one on the Commission had ex parte communication with anyone involved with 1300 or 1308 Sunnyslope Avenue.**

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

**Applicant Matt Niessent provided further clarification on the project.**

**Resident Jerry Boyle spoke in favor of both projects (1300/1308 Sunnyslope Avenue).**

**MOTION: By Commissioner Mercer, seconded by Commissioner d' Souza to close the Public Hearing. Motion passed 5/0/1 by show of hands.**

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

**MOTION: By Commissioner Mercer, seconded by Commissioner Goldfarb to move the Resolution of the Planning Commission of the City of Belmont Approving a Single Family Design Review at 1300 Sunnyslope Avenue (Application Number 2013-0029) with the conditions attached and with the added conditions to: *work in conjunction with Public Works requirements regarding sidewalk and fencing on right side; return to the Planning Commission with a Landscape Plan to include Oak Trees.***

**Ayes: Goldfarb, Hold, d'Souza, Mercer, Parsons**

**Noes: None**

**Absent: Herbach**

**Motion passed 5/0/1**

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

#### **5C. PUBLIC HEARING – 1308 Sunnyslope Avenue**

To consider a Single Family Design Review (SFDR) to construct a new 3,125 square foot single family residence that is below the zoning district permitted 3,273 square feet for the site.

(Appl. No. PA2013-0030)

APN: 045-263-020; Zoned: R-1C Single Family Residential

CEQA Status: Categorical Exemption per Section 15303

Applicant: James Chu

Owner: Sunnyslope Avenue Belmont, LLC

Project Planner: Damon DiDonato 650/637-2908

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

**Applicant Matt Niessent provided further clarification on the project.**

**Jerry Boyle spoke previously on this item. No one from the public came forward to speak.**

**MOTION: By Commissioner d'Souza seconded by Commissioner Hold to close the Public Hearing. Motion passed by show of hands. 5/0/1.**

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

**MOTION: By Commissioner Goldfarb, seconded by Commissioner d' Souza to move the Resolution of the Planning Commission of the City of Belmont Approving a Single Family Design Review at 1308 Sunnyslope Avenue (Application Number 2013-0030) with conditions attached and the added condition: *plant one large box tree to the left of the garage.***

September 17, 2013

**Ayes:** Goldfarb, d'Souza, Hold, Mercer, Parsons  
**Noes:** None  
**Absent:** Herbach  
**Motion passed:** 5/0/1

**Chair Parsons stated the item can be appealed to the City Council within 10 calendar days.**

**6. STUDY SESSION:**

**6A. Study Session – Review of Belmont Village Zoning and Design Guidelines (Continued from 9/3/13 Commission Meeting). Discussion ensued, Community Development Director de Melo took note of additional requests for information from the Commission and would provide the information at the next Study Session for this item.**

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

- 7A. Caltrain Modernization Program/High Speed Rail – Commissioner Mercer provided an update on changes to the Peninsula Consortium of Cities and Joint Powers Board meetings.**
- 7B. Ralston/US-101 Landscape Project – No Report**
- 7C. City Owned San Juan Hills Properties – Community Development Director noted this City Council Priority item would be on the Commission's October 1, 2013 Agenda.**

**8. City Council Meeting of Tuesday, September 24, 2013 – 7:30 PM**

**Liaison: Commissioner Mercer**  
**Alternate Liaison: Commissioner Goldfarb**

**9. ADJOURNMENT: Meeting ended at 8:35 pm.**

**Adjournment To: Tuesday, October 1, 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 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.