

Appendix B: Minutes of November 4th, 2024 Public Hearing at Planning Commission

MINUTES OF PLANNING COMMISSION SPECIAL MEETING

City Council Chambers, City Hall, One Twin Pines Lane, Belmont, California

MONDAY, NOVEMBER 4, 2024

CALL TO ORDER: 7:00 PM

1. ROLL CALL 7:00 P.M.

Planning Commission members present: Kulich, Adamkewicz, Gurevich, Majeski

Commission members absent: Meier, Twigg, Kramer

Staff Present: Assistant City Manager Kathy Kleinbaum, Community Development Director Carlos de Melo, Assistant Planner Jeremy Ruiz, Administrative Assistant Courtney Brown

2. PLEDGE OF ALLEGIANCE

Led by Chair Kulich.

3. COMMUNITY FORUM

Chair Kulich opened the Community Forum.

No in-house speakers, Zoom attendants, or email inquiries related to this portion of the agenda.

Chair Kulich closed the Community Forum.

4. COMMISSIONER ANNOUNCEMENTS AND AGENDA AMENDMENTS

Chair Kulich confirmed no commissioner announcements or agenda amendments.

5. CONSENT BUSINESS

Minutes as presented for September 17, 2024 and October 1, 2024 were tabled for a future meeting. The Commission did not reach quorum for these items.

6. STUDY SESSION

Chair Kulich confirmed no study session items.

7. PUBLIC HEARINGS

7A. 3248 Lori Drive - Single-Family Design Review

Chair Kulich confirms there are no ex-parte communications.

Assistant Planner Ruiz presented the staff report for a 595 square foot upper floor addition to the existing single-family residence. The project would bring the total net square footage of the residence to 3,075 square feet, where the maximum building size permitted for this site is 3,500 square feet.

Commissioner Questions and Comments

Applicant made a brief statement. Chair Kulich opens the Public Hearing. A member of the public spoke on collapsing retaining walls. Chair Kulich closed the Public Hearing.

Commissioners discussed neighbors connecting with the project manager and the moratorium on grading/construction during the rainy season.

COMMISSION DISCUSSION AND DELIBERATION

Commissioners made the findings in the affirmative.

ACTION: On a motion by Commissioner Adamkewicz, seconded by Commissioner Majeski to approve 3248 Lori Drive (Single-Family Design Review)
Motion Passes 4-0-3 (4 Ayes, 0 Noes, 3 Absent)

7B. 23 Somerset Court - Conditional Use Permit & Single-Family Design Review

Chair Kulich confirms there are no ex-parte communications.

Assistant Planner Ruiz presented the staff report to amend the Hallmark West Detailed Development Plan for a 423 square foot ground floor addition to the existing single-family residence. The new additions will bring the Gross Floor Area for the residence to 3,491 square feet, where 7,697 square feet is permitted.

Commissioner Questions and Comments

Applicant made a brief statement. Chair Kulich opens the Public Hearing. No members of the public commented on this item. Chair Kulich closed the Public Hearing.
Commissioners discussed the Accessory Dwelling Unit (ADU) floor area for the subject property.

COMMISSION DISCUSSION AND DELIBERATION

Commissioners made the findings in the affirmative.

ACTION: On a motion by Commissioner Majeski, seconded by Commissioner Majeski to approve 23 Somerset Court (Conditional Use Permit & Single-Family Design Review)
Motion Passes 4-0-3 (4 Ayes, 0 Noes, 3 Absent)

7C. 1301 Shoreway Road - Draft Environmental Impact Report (DEIR)

Director de Melo, Chris Dacumos from Good City Company, and Tad Stearn from Kimley-Horn presented a report on the Draft Environmental Impact Report (DEIR) for the 1301 Shoreway Project as an update to the Commissioners and members of the public.

COMMISSION DISCUSSION

Commissioners discussed Transportation Demand Management (TDM) standards and approval process, as well as sound mitigation for the proposed builders as related to surrounding properties and Highway 101.

Chair Kulich opens the Public Hearing.

A representative from Carpenter's Union 217 spoke on the large opportunity this project provides to local construction workers in Belmont and the greater San Mateo county.

A representative from Carpenter's Union 104 spoke on community benefits and the impacts this project will have on both Belmont residents and construction workers.

Chair Kulich closed the Public Hearing.

8. OTHER BUSINESS AND UPDATES

9. ADJOURNMENT 8:05 PM

**Submitted by:
Courtney Brown, Administrative Assistant**