



**City of Belvedere**  
**Planning Commission Regular Meeting Agenda**  
Tuesday May 21 2024 – 6:30 PM

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NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom.

*Please be advised that those participating in the meeting remotely via Zoom do so at their own risk. The Planning Commission meeting will not be cancelled if any technical problems occur during the meeting.*

City Hall Council Chambers will be open to members of the public 30 minutes prior to the start of the meeting.

Members of the public may attend the meeting in-person at the Council Chambers 450 San Rafael Avenue, or by visiting:

<https://us02web.zoom.us/j/89294361832>

Or by phone 1-888-788-0099 (Toll Free) or 1-833-548-0276 (Toll Free)

Enter Webinar ID: 892 9436 1832

If you have called into the meeting and wish to speak, please press \*9.

At each meeting, the public has the opportunity to address the Planning Commission on items appearing on the agenda and items not appearing on the agenda, but within the purview of the Planning Commission.

Public Comment may be made live during the meeting in-person, via Zoom or through written comment. The public may also submit comments in advance of the meeting by emailing the Director of Planning & Building at: [rmarkwick@cityofbelvedere.org](mailto:rmarkwick@cityofbelvedere.org) Please write "Public Comment" in the subject line. Comments submitted one hour prior to the commencement of the meeting will be presented to the Planning Commission and included in the public record for the meeting. Written public comment will not be verbally read out loud. The Planning Commission will not entertain comments made in the chat function.

**A. CALL TO ORDER OF SPECIAL MEETING OF THE PLANNING COMMISSION**

**B. OPEN FORUM**

This is an opportunity for any citizen to briefly address the Planning Commission on any matters appearing on this agenda that are not agendized for discussion. Upon being recognized by the Chair, please state your name, and limit your oral statement to no more than three minutes. Matters that appear to warrant a more-lengthy presentation or Commission consideration will be agendized for further discussion at a later meeting.

**C. REPORTS**

The Reports agenda item consists of any oral reports from standing Planning Commission committees (if any), an individual member of the Planning Commission, and staff.

**D. CONSENT CALENDAR**

The Consent Calendar consists of items that the Planning Commission considers to be non-controversial. Unless any item is specifically removed by any member of the Planning Commission, staff, or audience, the Consent Calendar will be adopted by one motion. Items removed will be considered in the sequence as they appear below. If any member of the audience wishes to have an item removed, follow the remote meeting procedures referenced above. If you do not have access to the Zoom meeting platform, please email

Director of Planning and Building, Rebecca Markwick at [rmarkwick@cityofbelvedere.org](mailto:rmarkwick@cityofbelvedere.org) and indicate that you would like to remove a consent calendar item and identify the item. After removing the item, the Planning Commission will call for comment at the appropriate time.

1. [Draft Minutes of the March 19, 2024](#) meeting of the Planning Commission.
2. Extension of Design Review approval application for the property located at **215 Golden Gate Avenue** (APN: 060-182-18). The project received Planning Commission approval on March 15, 2022 for a residential addition, remodel, and Accessory Dwelling Unit. This approval does not propose to modify the approved plans. Staff recommends that the project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301(l)(1) Existing Facilities. Applicant: John Pollak; Property Owner: John Howard Pollak Revocable Trust. (Commissioner Burke recused)
  - [Staff Report – 215 Golden Gate Avenue](#)
  - [Plans – 215 Golden Gate Avenue](#)
3. [Annual General Plan & Housing Progress Report](#) pursuant to Government Code Section 65400 and 65700 mandates that all cities and counties submit an annual report on the status of the General Plan and progress in its implementation to their legislative bodies, the Governor’s Office of Planning and Research and the Housing and Community Development and pursuant to California Government Code Section 65400(a)(2) on implementation of the existing City Belvedere Housing Element.

#### **E. PUBLIC HEARINGS**

4. [Amendments to the City’s Zoning Ordinance \(“Zoning Amendments”\)](#) amending Chapter 19.79 regarding Accessory Dwelling Units and Junior Accessory Dwelling Units. The proposed amendments would allow for larger accessory dwelling units, if they are deed-restricted for low-income households.
5. Design Review, Variance, and Revocable License applications for the property located at **228 Beach Road** (APN: 060-213-13) to replace and construct new stair access leading to an existing dock. The project requests a Variance from BMC Section 19.48.190.B, to allow the stairs to exceed four feet above existing grade in the rear yard setback. The project requests a Revocable License for private improvements located on the City owned tide lot “The Strip” (APN: 060-213-11). Staff recommends that the project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301(l)(1) Existing Facilities. Applicant: Roger Hartley; Property Owner: Daniel B. Murray Revocable Trust
  - [Staff Report – 228 Beach Road](#)
  - [Plans – 228 Beach Road](#)

#### **HEARING PROCEDURE**

*The Planning Commission will follow the following procedure for all listed public hearing items:*

- 1) The Chair will ask for presentation of the staff report;
- 2) The Commissioner will have the opportunity to question staff in order to clarify any specific points;
- 3) The Chair will open the public hearing;
- 4) Members of the public will be allowed to comment on the project **for a maximum of 3 minutes per speaker**;
- 5) The public hearing will be closed; and

6) Discussion of the proposal will return to the Commission with formal action taken to approve, conditionally approve, deny or continue review of the application.

**APPEALS:** The Belvedere Municipal Code provides that the applicant or any interested person may appeal the action of the Planning Commission on any application. The appeal must be in writing and submitted with a fee of \$1026.00 (applicant) or \$776.00 (non-applicant) not later than ten (10) calendar days following the date of the Planning Commission action. Appeals received by City staff via mail after the tenth day will not be accepted. Please note that if you challenge in court any of the matters described above, you may be limited to raising only those issues you or someone else raised at the public hearing described above, or in written correspondence delivered to the Planning Commission at, or prior to, the above-referenced public hearing. [Government Code Section 65009)b)(2)].

**NOTICE: WHERE TO VIEW AGENDA MATERIALS**

Staff reports and other writings distributed to the Planning Commission are available for public inspection at the following locations:

**Online** at [www.cityofbelvedere.org](http://www.cityofbelvedere.org)

**Belvedere City Hall**, 450 San Rafael Ave, Belvedere (Writings distributed to the Planning Commission after the posting date of this agenda are available for public inspection at this location only);

**Belvedere-Tiburon Library**, 1501 Tiburon Boulevard, Tiburon. To request automatic mailing of agenda materials, please contact the City Clerk at (415) 435-3838.

**NOTICE: AMERICANS WITH DISABILITIES ACT**

The following accommodations will be provided, upon request, to persons with a disability; agendas and/or agenda packet materials in alternate formats and special assistance needed to attend or participate in this meeting. Please make your request at the Office of the Planning Department or by calling (415) 435-3838. Whenever possible, please make your request four working days in advance of the meeting.

Items will not necessarily be heard in the above order, not, because of possible changes or extenuating conditions, be heard. For additional information, please contact City Hall, 450 San Rafael Ave, Belvedere CA 94920. (415) 435-3838.