

Pat Carapiet, Chair
Ashley Johnson, Vice Chair
Commissioner Lasky
Commissioner Hart
Commissioner Stoehr
Commissioner Slaymaker
Commissioner Burke



Acting Dir of Planning & Building Brad Evanson
Assistant City Attorney Ann Danforth
Associate Planner Samie Malakiman
Permit Technician Nancy Miller

**Planning Commission Agenda
Tuesday, February 21, 2023
6:30 PM**

City Council Chambers City Hall· 450 San Rafael Avenue, Belvedere CA· Phone 415.435.3838
City of Belvedere Internet Address: <https://www.cityofbelvedere.org>

NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom. City Hall and the 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 Acting Director of Planning & Building at: bevanson@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 REGULAR MEETING OF THE PLANNING COMMISSION

B. OPEN FORUM

This is an opportunity for any citizen to briefly address the Planning Commission on any matter that does not appear on this agenda. 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 agendaized 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 wished 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 the Acting Director of Planning and Building, Brad Evanson at bevanson@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 January 17, 2023, regular meeting of the Planning Commission.](#)

E. PUBLIC HEARINGS

[2. Demolition, Design Review, and Revocable License applications for the property located at 31 Cove Road \(APN 060-082-21\). The project proposes demolition of an existing 1048 square-foot home and 310 square-foot carport, and Design Review Permit to construct a new 2,966 square-foot residence and attached two-car garage. The project would include landscape and driveway improvements. A Revocable License is required for sidewalk improvements within the Cove Road public right-of-way. Staff recommends that the project is categorically exempt from CEQA pursuant to Section 15301\(I\)\(1\) Existing Facilities, and Section 15303\(a\) New Construction or Conversion of Small Structures. Project Application: David Holscher; Property Owner: Peter & Jennifer Daly. Recusals: Stoehr](#)

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 applicant and project representative will be allowed to make a presentation, **not to exceed 10 minutes for large, or 5 minutes for small, projects, as total for the applicant's design team;**
- 4) The public hearing will be opened;
- 5) Members of the audience in favor or against the proposal will be allowed to speak, **for a maximum of 3 minutes per speaker;**
- 6) The applicant will be given an opportunity to respond to comments made by the audience, **for a maximum of 5 minutes total for the applicant's design team;**
- 7) The public hearing will be closed; and
- 8) 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

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.

Pat Carapiet, Chair
Ashley Johnson, Vice Chair
Commissioner Lasky
Commissioner Hart
Commissioner Stoehr
Commissioner Slaymaker
Commissioner Burke



Acting Dir of Planning & Building Brad Evanson
Assistant City Attorney Ann Danforth
Associate Planner Samie Malakiman
Permit Technician Nancy Miller

**Planning Commission Adjourned Meeting Agenda
Tuesday, February 28, 2023
6:30 PM**

City Council Chambers City Hall· 450 San Rafael Avenue, Belvedere CA· Phone 415.435.3838
City of Belvedere Internet Address: <https://www.cityofbelvedere.org>

NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom. City Hall and the 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 Acting Director of Planning & Building at: bevanson@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. 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.

A. CALL TO ORDER OF REGULAR MEETING OF THE PLANNING COMMISSION

E. PUBLIC HEARINGS

[2. \(THIS ITEM ADJOURNED FROM FEBRUARY 21, 2023\) Demolition, Design Review, and Revocable License applications for the property located at 31 Cove Road \(APN 060-082-21\). The project proposes demolition of an existing 1048 square-foot home and 310 square-foot carport, and Design Review Permit to construct a new 2,966 square-foot residence and attached two-car garage.](#)

The project would include landscape and driveway improvements. A Revocable License is required for sidewalk improvements within the Cove Road public right-of-way. Staff recommends that the project is categorically exempt from CEQA pursuant to Section 15301(1)(1) Existing Facilities, and Section 15303(a) New Construction or Conversion of Small Structures. Project Application: David Holscher; Property Owner: Peter & Jennifer Daly. Recusals: Stoehr

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 applicant and project representative will be allowed to make a presentation, **not to exceed 10 minutes for large, or 5 minutes for small, projects, as total for the applicant’s design team;**
- 4) The public hearing will be opened;
- 5) Members of the audience in favor or against the proposal will be allowed to speak, **for a maximum of 3 minutes per speaker;**
- 6) The applicant will be given an opportunity to respond to comments made by the audience, **for a maximum of 5 minutes total for the applicant’s design team;**
- 7) The public hearing will be closed; and
- 8) 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

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.