

**BELVEDERE PLANNING COMMISSION  
REGULAR MEETING AGENDA  
NOVEMBER 15, 2022, 6:30 P.M.**

**REMOTE MEETING**

**COVID-19 ADVISORY NOTICE**

On March 3, 2020, Governor Newsom proclaimed a State of Emergency due to the COVID-19 pandemic that remains in effect. This meeting will be held remotely consistent with Executive Order N-29-20 and Assembly Bill 361, modifying provisions of the Brown Act to allow remote meetings at the current time. Members of the Planning Commission and staff will participate in this meeting remotely. Members of the public are encouraged to participate remotely via Zoom or telephone pursuant to the information and link below. Public comment will be accepted during the meeting. The public may also submit comments in advance of the meeting by emailing the Director of Planning and Building at: [iborba@cityofbelvedere.org](mailto:iborba@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. Those received after this time will be added to the record and shared with Planning Commission member after the meeting.

**City of Belvedere is inviting you to a scheduled Zoom meeting.**

**Topic: Belvedere Planning Commission Regular Meeting**

**Time: November 15, 2022, 6:30PM**

**Join Zoom Meeting**

**[https://us02web.zoom.us/j/87361625885?  
pwd=UnFKcDFRYy80c1NJdmRqQ2taemJBZz09](https://us02web.zoom.us/j/87361625885?pwd=UnFKcDFRYy80c1NJdmRqQ2taemJBZz09)**

**Webinar ID: 873 6162 5885**

**Passcode: 634980**

**888 -788- 0099 (Toll Free)**

**877- 853- 5247 (Toll Free)**

The City encourages that comments be submitted in advance of the meeting. However, for members of the public using the Zoom video conference function, those who wish to comment on an agenda item should write "I wish to make a public comment" in the chat section of the remote meeting platform. At the appropriate time, the Meeting Host will allow oral public comment through the remote meeting platform. Any member of the public who needs special accommodations to

access the public meeting should email the Director of Planning and Building, [iborba@cityofbelvedere.org](mailto:iborba@cityofbelvedere.org) who will use her best efforts to provide assistance.

### **HEARING PROCEDURE:**

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

1. The Chairman will ask for presentation of the staff report;
2. The Commission will have the opportunity to question staff in order to clarify any specific points;
3. The applicant and the project representative will be allowed to make a presentation, **not to exceed 10 minutes for large projects, or 5 minutes for small projects, total for the applicant's design team;**
4. The public hearing will be opened;
5. Members of the audience in favor of the proposal will be allowed to speak, **for a maximum of 3 minutes per speaker;**
6. Members of the audience against the proposal will be allowed to speak, **for a maximum of 3 minutes per speaker;**
7. 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;**
8. The public hearing will be closed; and
9. Discussion of the proposal will return to the Commission with formal action taken to approve, conditionally approve, deny, or continue review of the application.

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### **A. CALL TO ORDER OF REGULAR MEETING**

#### **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, address, 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 wishes to have an item removed, follow the remote meeting procedures referenced above, state your name in the “chat” section of the remote meeting platform, and indicate the item. If you do not have access to the Zoom meeting platform, please email the Director of Planning and Building, Irene Borba at [iborba@cityofbelvedere.org](mailto:iborba@cityofbelvedere.org) and indicate that you would like to remove a consent calendar item and identify the item. After removing the item, the City will call for comment at the appropriate time.*

#### **1. Motion to Approve Meeting by Remote Teleconference and adopt the following findings:**

1. On March 4, 2020, Governor Newsom proclaimed a State of Emergency declared by Governor Newsom under the California Emergency Services Act due to COVID-19, which is still in existence;
2. State or local officials continue to impose or recommend measures to promote social distancing; and
3. The State of Emergency declared by Governor Newsom on March 4, 2020, continues to directly impact the ability of Commission members, staff, and the public to meet safely indoors in person; and
4. The Belvedere City Council has directed all legislative bodies within the City to meet by Teleconference until further notice.

#### **2. Draft Minutes of the October 18, 2022, regular meeting of the Planning Commission.**

Documents:

[Item 2 Draft Minutes of the October 18 2022 Planning Commission meeting.pdf](#)

#### **3. Exception to Total Floor Area for modifications to approved plans for additional floor area (approx., 210 SF) on the lower level of the existing residence beneath the garage at 431 Golden Gate Avenue.**

*Property Owners: Marshall Miller & Linda Applewhite. Applicant: Chuck Bond (Architect). Staff recommends approval of the proposed project. Staff recommends that the project is Exempt from CEQA. **Recusals: None***

Documents:

[Item 3 431 Golden Gate Ave Staff Report.pdf](#)  
[item 3 431 Golden Gate Ave PLANS.pdf](#)

## **E. PUBLIC HEARINGS**

### **4. Design Review and Exception to Total Floor Area application for an addition, interior remodeling, and exterior improvements. The project proposes an 86-sf and 82-sf addition on the main and upper floors respectively, internal remodeling, new doors and windows on the southwest/southeast elevations, removal of a second-story deck, and replacement of a glass roof with asphalt shingles to match existing. Other exterior improvements include installation of an aluminum and glass awning at the entrance with on new exterior light. The proposed project is for the property at 148 Bayview Avenue.**

*Property Owners: Maryam Rabbanifard & Fabien Vives. Applicant: Holscher Architects.*

*Staff recommends approval of the proposed project. Staff recommends that the project is Exempt from CEQA. Recusals: None*

Documents:

[Item 4 148 Bayview Avenue Staff Report.pdf](#)

[Item 4 148 Bayview Ave PLANS.pdf](#)

### **5. Design Review, Exception to Total Floor Area, and Revocable License applications for the property located at 7 Golden Gate Avenue (APN 060-111-15).**

*The project proposes to convert an existing 480 square-foot carport into a 464 square-foot two-car garage and add 139 square feet to the residence for bathroom, closet, and kitchen additions. The project would include landscape and hardscape improvements, new fencing, and roof replacement. Four trees would be removed, including a 20-inch diameter at breast height (DBH) Eucalyptus. A Revocable License is requested for driveway and landscaping improvements on the Tamalpais Avenue public right-of-way. An Exception to Total Floor Area is requested to exceed allowable floor area per Belvedere Municipal Code Section 19.52.115, where 2,706 square feet are proposed, and 2,248 square feet are permitted. Retroactive Design Review is required for improvements made without prior Planning Approval (removal of three trees in the left side yard). Project Applicant: David Thompson; Property Owner: Shahla Davoudi & Shahrour Tavakoli. Staff recommends approval of the proposed project. Staff recommends that the project is Exempt from CEQA. Commissioner Johnson recused.*

Documents:

[item 5 7 Golden Gate Ave Staff Report.pdf](#)

[Item 5 7 Golden Gate Ave PLANS.pdf](#)

### **6. Public hearing to consider recommending City Council approval of an Ordinance Amending the Belvedere Municipal Code, Chapters 18.27 Urban Lot Splits and Chapters 19.77 Two Lot Developments.**

*Staff recommends that the Commission recommend approval to the City Council. And that the project is Exempt from CEQA.*

Documents:

[Item 6 Proposed Ordinance Amendment.pdf](#)

**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 \$523.00 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. For purposes of filing an appeal, if the final day to appeal falls on a City Hall observed holiday or a day when City hall is closed, the final day to appeal shall be extended to the next day City Hall is open for public business. 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 Avenue, 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) 435-8913.

#### **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, nor, because of possible changes or extenuating conditions, be heard. For additional information, please contact City Hall, **450 San**

**Rafael Avenue, Belvedere, CA 94920 (415) 435-3838**