

**BELVEDERE PLANNING COMMISSION
REGULAR MEETING AGENDA
April 21, 2020, 6:30 P.M.
VIA REMOTE ACCESS**

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.

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, please step to the microphone, state your name, and indicate the item.

1. Minutes of the February 18, 2020

Draft Minutes of the February 18, 2020 regular meeting of the Planning Commission.

Documents:

[Minutes.pdf](#)

2. 278 Bayview Avenue

Design Review and Exception to Total Floor Area for an addition/remodel of the existing residence located at 278 Bayview Avenue. The project scope of work is to replace work that was damaged from a flooding event in the home and to seismically upgrade the home. The project includes but is not limited to a complete interior remodel, exterior modifications such as new siding and windows as well as the enlargement of an existing upper floor deck and the modification of existing bay windows. A Revocable License is required for existing improvements in the city right-of-way. Property Owner: Amanda Hoenigman; Applicant: Studio Vara – Maura Abernathy.

Documents:

[Item.pdf](#)

[Plans.pdf](#)

3. 50 San Rafael Avenue

Consideration of Historical Designation of property at 50 San Rafael Avenue pursuant to Chapter 21.20 of the Belvedere Municipal Code. Applicant & Property Owners: David and Wendy McCarthy. *Staff recommends that the Planning Commission adopts the required resolutions for approval and recommends to City Council approval of the requested Revocable License.*

Documents:

[Item 3.pdf](#)

E. PUBLIC HEARINGS

1. 4 Windward Road

Design Review, Exception to Total Floor Area, and Variance for a remodel and alteration of a single-story residence located at 4 Windward Road. The project includes refacing the exterior of the home, a new metal roof and new landscaping. Property Owner: Paul H. Stephens and Eleanor M. Stephens Family Trust; Applicant: Sean Bailey

Documents:

[Item E 1.pdf](#)

[Plans .pdf](#)

2. 46 Cliff Road

Planning Commission consideration to modify specific conditions of approval related to the barging of equipment & materials to the subject property and off-hauling of soils and other materials from the Bay for a project currently under construction at 46 Cliff Road for a new single-family dwelling. Applicant: Mark Swanson, Jamba Construction; Property Owners: Rudolph G. Koppl Trust.

Documents:

[Item E 2.pdf](#)
[Plans.pdf](#)

3. City Council adoption of an Ordinance amendment to Belvedere Municipal Code Title 20, “Architectural and Environmental Design Review

Consideration of a Resolution recommending City Council adoption of an Ordinance amendment to Belvedere Municipal Code Title 20, “Architectural and Environmental Design Review,” Section 20.04.050 Effect of Noncompliance.

Documents:

[ORD.pdf](#)

F. ADJOURNMENT

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
- 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**