

BELVEDERE PLANNING COMMISSION

MINUTES

REGULAR MEETING

July 16, 2019 6:30 P.M.

A. CALL TO ORDER OF THE REGULAR MEETING

Chair Jim Lynch called the regular meeting to order at 6:30 p.m. in the Council Chambers. Commissioners present: Jim Lynch, Marsha Lasky, Larry Stoehr, Nena Hart, and Pat Carapiet. Absent: Peter Mark and Claire Slaymaker. Staff present: Director of Planning and Building Irene Borba, Associate Planner Rebecca Markwick, City Attorney Emily Longfellow, and Planning and Building Technician Nancy Miller.

B. OPEN FORUM

No one wished to speak.

C. REPORTS

There were no reports.

D. CONSENT CALENDAR

Chair Lynch announced that Item 3 (**2 Golden Gate Avenue**) is to be continued to a future meeting and will not be heard tonight.

MOTION: To approve the Consent Calendar Items 1 and 2 as agendized below.

MOVED BY: Larry Stoehr seconded by Nena Hart

VOTE: AYES: Larry Stoehr, Nena Hart, Marsha Lasky, Pat Carapiet, Jim Lynch
NOES: None
ABSTAIN: Jim Lynch (Item 1 due to absence from meeting)
RECUSED: Pat Carapiet (Item 2 due to proximity to project)
ABSENT: Peter Mark, Claire Slaymaker

1. Draft **Minutes of the June 18, 2019** regular meeting of the Planning Commission.
2. Variance for the project at **20 Lagoon Road** for encroachment into the front yard setback for a portion of the residence. Project Applicant: Holscher Architecture; Property Owner: Joy and William Matthews.
3. Design Review, Exception to Total Floor Area applications for an addition/remodel for the property located at **2 Golden Gate Avenue**. The proposed project includes an on the 1st floor for a new laundry room and bathroom, a new pool and new lawn & patio areas. Additional exterior modifications are proposed as well such as new windows to modifications to existing windows. An Exception to Total Floor area is required as the proposed project will exceed the allowable floor area allowed. A Revocable License is also required for existing improvements in the city right-of-way. Project Applicant: Holscher Architecture. Property Owners: Mathew and Jane Stitler (***ITEM TO BE CONTINUED.***)

E. PUBLIC HEARINGS

1. Design Review, Exception to Total Floor Area and Variance applications for an addition on the first floor and a new second story addition for the property located at **28 Windward Road**. The project requires an Exception to Total Floor Area to exceed the allowable floor area and a Variance to exceed the allowable lot coverage. Applicant: Jeff Plonowski Architecture; Property Owner: Gloria and Fernando Cruz.

Associate Planner Markwick presented the staff report. A slide show accompanied her remarks.¹ She stated that in further review of the plans it has been determined that this specific design is most likely a demolition. Should the project return the project architect will provide detailed demolition drawings.

In response to Commissioners' questions, staff will review the existing and proposed improvements to determine if there will be any need to require a Revocable License. Ms. Markwick clarified that the height requirements in effect at the time of the 2017 application are still applicable to this project. If the project is determined to be a demolition, then there may be additional impacts to be considered, however without having the exact calculations, the discussion tonight will be directed towards the current application before the Commission. Any changes to applications and parameters will be updated and reviewed at the time of any resubmittal.

Fernando Cruz and Gloria Cruz, property owners, thanked staff for their guidance and they are happy to hear the comments and suggestions tonight.

Jeff Plonowski, project architect, presented the project. He responded to questions from the Commissioners regarding details of the current design, including exterior heights from grade, colors, ceiling heights, window placements, and whether the proposed storage added inside the garage has any potential to reduce parking area. He was asked how he calculated the estimated construction costs.

Chair Lynch asked and received confirmation from staff that the proposed heights are conforming under the Zoning Code in place at the time of the original application.

Open public hearing.

Donna Motluk, 10 Maybridge Road, lives across the water from this home. She believes that the proposed second story may be too massive and too tall. She requested that there be added landscape screening as a part of the overall design.

Gloria Cruz stated that they plan to modify the design to be lower and to conform to the zoning requirements. The dormers can be deleted to improve the design. Landscaping is being proposed with three areas of shrubs and they will add an additional tree.

Close public hearing.

Commissioners agreed they could not make the findings for the current project. They discussed possible changes to the current design that might make it possible for the project to be approved. Suggested items were: elimination of dormers, reduced volumes at upper story, reduction of height by a few feet (which would be possible if interior ceiling heights are reduced) and smaller

¹ The slide show presentation is archived with the record of the meeting.

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overall footprint. Applicants should try to eliminate any need for Variances or an Exception to Total Floor Area. Suggested design modifications included reduction of amount of glazing, especially at the rear of property, change/reduce the window in the upstairs bathroom, a reduction in number of skylights, a smaller upstairs balcony, and overall style and placement of windows to be revisited for more consistency.

Applicants should check details as to rear setback measurement, and size of parking areas in garage. Accurate demolition calculations need to be presented as those have important implications relative to approval of non-conformities, and potential impacts on the cost of construction.

More and permanent landscaping would be preferred and the applicants should add at least one more tree for softening and screening.

Chair Lynch agreed with his fellow Commissioners and added that he encourages the applicants to consider suggestions and comments. They should address concerns about cost of construction in consideration of FEMA implications.

MOTION: To continue the applications for **28 Windward Road** to a future meeting.

MOVED BY: Marsha Lasky seconded by Larry Stoehr

VOTE: AYES: Larry Stoehr, Nena Hart, Marsha Lasky, Pat Carapiet, Jim Lynch
NOES: None
ABSTAIN: None
RECUSED: None
ABSENT: Peter Mark, Claire Slaymaker


ADJOURNMENT

The meeting was adjourned at 7:35 pm.

PASSED AND APPROVED at a regular meeting of the Belvedere Planning Commission on August 20, 2019 by the following vote:


AYES: Jim Lynch, Marsha Lasky, Nena Hart, Larry Stoehr, Pat Carapiet
NOES: None
ABSTAIN: Peter Mark, Claire Slaymaker
RECUSED: None
ABSENT: None

ATTEST:



Craig Middleton, City Manager

APPROVED:



Jim Lynch, Planning Commission Chair