

CITY OF BELMONT PLANNING COMMISSION MEETING



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PLANNING COMMISSION MEETING AGENDA

Tuesday, January 21, 2025

7:00 PM

City Council Chambers

City Hall, One Twin Pines Lane, Belmont, California

WATCHING/ATTENDING THE MEETING

The meeting will be broadcast live to Belmont residents on Comcast Cable Channel 27, streamed live via the City's website at www.Belmont.gov, and [streamed live on Zoom](#). The public may also attend the meeting in the City Council Chambers and address the Commission from the Chambers.

PUBLIC COMMENT

To maximize time for live public comment, we encourage members of the public to provide oral comments by joining the Commission meeting via Zoom. For web, visit <https://belmont-gov.zoom.us/> select "Join" and enter Meeting ID: 968 6972 2514. Use the **Raise Hand feature** to request to speak for a particular agenda item. You may rename your profile if you wish to remain anonymous.

For dial-in comments, call *67 1-669-900-6833 (your phone number will appear on the live broadcast if *67 is not dialed prior to the phone number), enter Meeting ID: 968 6972 2514, and press *9 to request to speak. All public comments are subject to a 3-minute time limit unless otherwise determined by the Commission Chair.

If you wish to submit written public comment, you may send an email to cdev@belmont.gov before the Commission considers the item. Please indicate the agenda item topic or agenda item number you wish to comment on in your email's subject line. Any public comment regarding agenda items that are received from the publication of the agenda through the meeting date will be made part of the meeting record but will not be read during the Commission meeting.

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. COMMUNITY FORUM

This portion of the meeting is reserved for persons wishing to address the Body on any City matter not on the agenda. The period for public comment at this point in the agenda is limited to a maximum of 3 minutes per speaker. State law prohibits the Body from acting on non-agenda items.

4. COMMISSIONER ANNOUNCEMENTS AND AGENDA AMENDMENTS

5. CONSENT BUSINESS

Consent Calendar items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion on these items unless a Commissioner or staff request specific items to be removed for separate action.

A. Approval of Meeting Minutes

Recommendation: Approve minutes as presented for September 17, 2024.

Attachment(s):

[9-17-2024 Minutes](#)

B. Approval of Meeting Minutes

Recommendation: Approve minutes as presented for October 1, 2024.

Attachment(s):

[10-1-2024 Minutes](#)

C. Approval of Meeting Minutes

Recommendation: Approve minutes as presented for November 4, 2024.

Attachment(s):

[11-4-2024 Minutes](#)

6. STUDY SESSION

7. PUBLIC HEARINGS

A. 1609 Clee Street - Single Family Design Review

Recommendation: Approve a Single-Family Design Review to construct a 145 square foot ground floor addition and a 1,183 square foot upper story addition (1,328 total square feet) to construct a new second story to the single-family residence. The new total gross floor area will be 3,234 square feet where 3,462 square feet is the maximum permissible floor area.

Attachment(s):

[Staff Report](#)

[Resolution](#)

[Conditions of Approval](#)

[Applicant Plans](#)

[Neighborhood Outreach](#)

[Color and Materials Board](#)

B. 3717 Encline Way - Single Family Design Review

Recommendation: Approve a Single-Family Design Review to construct a 758 square foot ground floor addition and a 588 square foot upper story addition (1,346 total square feet) to the existing single family residence. The project would bring the total net square footage of the residence to 3,159 square feet, where the maximum building size permitted for this site is 3,285 square feet.

Attachment(s):

[Staff Report](#)

[Resolution](#)

[Conditions of Approval](#)

[Applicant Plans](#)
[Neighborhood Outreach](#)
[Color and Materials Board](#)
[Perspective Drawings](#)

8. OTHER BUSINESS AND UPDATES

9. ADJOURNMENT

If you need assistance to participate in this meeting, please contact the Board Secretary (650) 595-7417. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Meeting information can also be accessed via the internet at: www.belmont.gov. All staff reports will be posted to the web in advance of the meeting, and any writings or documents provided to a majority of the City Council/District Board or Commission regarding any item on this agenda will be made available for public inspection in the City Clerk's Office, One Twin Pines Lane, during normal business hours and at the Council Chambers at City Hall, Second Floor, during the meeting.

AGENDA POSTING: I declare a copy of this agenda was posted at City Hall, One Twin Pines Lane, and the City's website www.belmont.gov on _____, by _____ p.m. /s/ _____