

THE TOWN OF WOODSIDE
Planning COMMISSION MEETING

Minutes
December 13, 2023

CALL TO ORDER The meeting of the Woodside Planning Commission was called to order on December 13, 2023, at 6:00 P.M. via Zoom Meeting and Independence Hall. The Pledge of Allegiance was recited.

ROLL CALL

Present: Chair Voelke, Commissioners Kutay, Tauber, and Weaver

Absent: Vice Chair Batchelder and Commissioner Garr

Staff Present: Kai Ruess, Town Attorney
Sage Schaan, Planning Director
Keigo Yamamoto, Assistant Planner
Sarah Harper, Planning Technician

CALL FOR CHANGES TO THE AGENDA

Planning Director, Schaan, noted that there were no Changes to the Agenda. Director Schaan noted that there was a desk item, an email from the neighbor at 3100 Woodside Road.

PUBLIC COMMUNICATIONS

None.

CONSENT AGENDA ITEMS:

1. Minutes of November 15, 2023
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The Planning Commission made motion to approve the minutes of November 15, 2023.

ACTION

Motion: Chair Voelke / Second: Commissioner Kutay
Yes: Chair Voelke, Vice Chair Batchelder, Commissioners Kutay, Tauber, and Weaver
No: None
Abstain: None
Absent: Vice Chair Batchelder and Commissioner Garr

The Planning Commission passed the motion.

PUBLIC HEARING

2. 3111 Woodside Road

WCFP2023-0001

Eric Lentz, on Behalf of T-Mobile

Planner: Keigo Yamamoto, Assistant Planner

Presentation and approval, conditional approval, or denial of Wireless Communication Facilities Permit (WCFP) for a proposal to install a new monopole, six antennas, six smaller antennas/remote radio units (RRUs), 200A meter main, ground mounted cabinets, PPC box, telco box, two hybrid cables, and associated minor equipment.

The project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303(e), which includes accessory structures; and, Section 15303(d), which provides exemptions for utility extensions.

DISCUSSION

Assistant Planner, Keigo Yamamoto, presented the staff report.

Commissioner Tauber stated that the radio frequency tower will be close to some homes on Cedar Lane. He asked what further actions could be taken to address the conditions of approval regarding safety?

Planner Yamamoto replied that compliance required by the condition would be to install an NOC (safety notification) signage at the wireless facility.

Chair Voelke invited the applicant to speak.

Eric Lentz, project applicant, presented the overall details of the report.

Mike Wassman, Fire District Representative, presented additional details of the project.

Public comment opened at 6:14 p.m.

There were no public comments.

Public comment closed at 6:14 p.m.

COMMISSIONER DISCUSSION

There were no comments from the Planning Commission.

ACTION

The Planning Commission approved the resolution as written.

Motion: Chair Voelke / Second: Commissioner Kutay
Yes: Chair Voelke, Commissioners Kutay, Tauber, and Weaver
No: None
Abstain: None
Absent: Vice Chair Batchelder and Commissioner Garr

The Planning Commission approved the motion.

REPORTS

a. Staff communications

Director Schaan noted that January or February 2024 would have a presentation on the Multi-family zoning standards.

b. Commissioner communication.

None.

Chair Voelke adjourned the meeting at 6:23 P.M.