

Planning Application #: 16-047

Date Received: 5/23/16  
 Fee Paid: \$1101  
 Receipt #: 9544

# City of Albany

## PLANNING APPLICATION FORM

Please complete the following application to initiate City review of your application. Please be aware that staff may have additional application requirements. For projects requiring Planning and Zoning Commission review, please schedule an appointment with Planning Division staff. The Community Development Department office is open to accept applications Monday, 8:30 AM to 7:00 PM, Tuesday through Thursday 8:30 AM to 5:00 PM, and Friday 8:30 AM to 12:30 PM (closed Noon – 1:15 PM, Mon. – Thu.) at 1000 San Pablo Avenue, Albany, CA 94706 (510) 528-5760.

### Fee Schedule (FY 2014-2015)

<input type="checkbox"/> Design Review*	\$2,072/ Admin. \$1,101
<input type="checkbox"/> Parking Exceptions/Reductions - see separate handout*	\$Actual Cost/Min \$2,072
<input type="checkbox"/> Conditional Use Permit (major)*	\$Actual Cost/Min \$2,072
<input type="checkbox"/> Conditional Use Permit (minor)*	\$1,101
<input type="checkbox"/> Sign Permit	\$1,479/\$461 Admin.
<input type="checkbox"/> Temporary/Seasonal Conditional Use Permit*	\$461
<input type="checkbox"/> Lot Line Adjustment*	\$Actual Cost/Min \$1,101
<input checked="" type="checkbox"/> Secondary Residential Unit*	\$1,101
<input type="checkbox"/> Parcel/Subdivision Map; Planned Unit Development; Condo Conversion*	\$3,357
<input type="checkbox"/> Variance*	\$2,072
<input type="checkbox"/> Other(s): _____	\$ _____

\*When obtaining more than one planning approval, the full amount for the highest fee will apply and 1/2 fee will be charged for any other ones.

General Plan Update Fee \$45 included in the fees above. This fee only needs to be paid once for each separately submitted application.

Job Site Address: <u>916 Neilson St</u>		Zoning District: <u>R-1</u>
Property Owner(s) Name: <u>Doris Lettau</u>	Phone: <u>(510)898-1187</u> Fax:	Email: <u>djlettau@yahoo.com</u>
Mailing Address: <u>916 Neilson St.</u>	City: <u>Albany</u>	State/Zip: <u>CA 94706</u>
Applicant(s) Name (contact person):	Phone: Fax:	Email:
Mailing Address:	City:	State/Zip:

### PROJECT DESCRIPTION

Remove (E) garage and build new 308 SF  
Single story cottage with recycled materials.

Please fill out the following information correctly. **Failure to fill out the information adequately or incompletely will result in your application to not be processed.** If you have any additional questions, please contact staff for details.

**ARCHITECTURAL STYLE**

The architectural style/appearance of the home is: Cottage - Craftsman

**GENERAL INFORMATION**

Item	Existing	Proposed
What is your lot coverage?	29.6	31.3
What is the amount of impervious surface on the lot?	1820 #	1868 #
How many dwelling units are on your property?	one	Two
How many off-street parking spaces do you have? (front yard parking is not counted unless previously approved by the City)	Two	Two
What are the dimensions of parking spaces? (give interior dimensions of enclosed parking spaces)	8 ft. X 20 ft.	8 ft. X 20 ft.
What is the narrowest width of your driveway?		

**SITE REGULATIONS BY DISTRICT**

	Existing	Proposed Construction	Requirement
<b>Setbacks</b>			
Front ( E )	12'-2 1/2"	12'-2 1/2" (E) HOUSE	15'
Side ( N )	25'	19'-0"	31.9
Side ( S )	1'-6"	31.9"	31.9
Rear ( W )	25'-9"	18'-11 1/2"	20'-0"
<b>Area</b>			
Lot Size	4,312	4,312	--
Lot Coverage	24.2	32.3	50%
Maximum Height	18'*	18' 16 Cottage	28' max.

\* (E) HOUSE

\*In parentheses, please note the elevation (i.e. north, east, west, south)

\*\*Please refer to the attached Basic Site Regulations handout attached to this application for setback information.\*\*

**FLOOR AREA RATIO**

	Existing	Proposed	Requirement
Lot Size	4,312	NC	--
Floor Area			
Garage/Storage	178	--	
Main Level	1,085	1,085	--
Second-floor	--	308	Cottage
Total	1,263	1,393	--
Total Counted*	1,043	1,393	--
Floor Area Ratio*	24.2	32.3	55%

\* 220 sq. ft. may be exempted from "total counted" for covered parking and 60 sq. ft. may be exempted for stairs as permitted by MC 20.24.050.



PROJECT ADDRESS: 916 Neilson St.

**SUBMITTAL REQUIREMENTS FOR PLANNING AND ZONING APPLICATIONS**  
**REQUIREMENTS MAY VARY WITH INDIVIDUAL PROJECTS – CONTACT STAFF FOR DETAILS**

**SELF-CERTIFICATION CHECKLIST**

**As part of the application, the following requirements must be included and each box checked by the applicant certifying that requirements have been satisfied.**

- One (1) complete pdf version of plans (one document containing all pages)
- One (1) full-size set of plans
- Green Building Checklist
- Site survey prepared by a licensed surveyor for projects where construction is proposed less than 4 ft. from the property lines *site based on survey*
- Installation of story poles ten days before the public hearing (second story additions only)

Project plans include the following for a complete submittal:

- Cover page including project description with FAR and lot coverage information
- Dimensioned site plan including proposed parking layout and curb cuts
- Existing elevations with building heights
- Proposed elevations with building heights
- Building sections
- Floor plans (existing and new)
- Roof plan
- Window schedule/details
- Street elevation showing neighboring properties
- Detailed photos of the existing home and proposed location of new development

Please check each box indicating you have sign below indicating that you have included all of the above information and understand that your applicant will not be processed until all of the information is included.

**I have included the above information and understand that if there any incomplete information, my application will not be processed.**

x  Date: 5/23/16

Print Name: Phillip Moss

Please contact the Community Development Department if you have any additional questions. We are open with the following hours:

Monday, 8:30 AM-7:00 PM  
Tuesday-Thursday 8:30 AM-5:00 PM  
Friday 8:30 AM-12:30 PM  
Closed for lunch from 12pm-1:15 pm daily  
Albany City Hall  
1000 San Pablo Avenue, Albany, CA 94706  
TEL: (510) 528-5760

# Single-Family GreenPoint Checklist

The GreenPoint checklist tracks green features incorporated into the home. The recommended minimum requirements for a green home are: Earn a total of 50 points or more; obtain the following minimum points per category: Energy (11), Indoor Air Quality/Health (5), Resources (6), and Water (3); and meet the prerequisites A.3.a (50% construction waste diversion) and N.1 (Incorporate Green Points checklist in blueprints).

The green building practices listed below are described in the New Home Construction Green Building Guidelines, available at [www.builditgreen.org](http://www.builditgreen.org).

0 0 0 0 0  
24 75 35 50 30

PROJECT ADDRESS: 916 Neilson St		Community	Energy	th/Health	Resources	Water
<b>A. SITE</b>		Possible Points				
<b>1. Protect Native Soil and Minimize Disruption of Existing Plants &amp; Trees</b>						
<input type="checkbox"/>	a. Protect Native Topsoil from Erosion and Reuse after Construction	1				1
<input type="checkbox"/>	b. Limit and Delineate Construction Footprint for Maximum Protection					1
<input type="checkbox"/>	<b>2. Deconstruct Instead of Demolishing Existing Buildings On Site</b>				3	
<b>3. Recycle Job Site Construction Waste (Including Green Waste)</b>						
<input type="checkbox"/>	a. Minimum 50% Waste Diversion by Weight (Recycling or Reuse) - Required					
<input type="checkbox"/>	b. Minimum 65% Diversion by Weight (Recycling or Reuse)				2	
<input type="checkbox"/>	c. Minimum 80% Diversion by Weight (Recycling or Reuse)				2	
<b>4. Use Recycled Content Aggregate (Minimum 25%)</b>						
<input type="checkbox"/>	a. Walkway and Driveway				1	
<input type="checkbox"/>	b. Roadway Base					
<b>B. LANDSCAPING</b>		Possible Points				
<b>1. Construct Resource-Efficient Landscapes</b>						
<input type="checkbox"/>	a. No Invasive Species Listed by Cal-IPC Are Planted					1
<input type="checkbox"/>	b. No Plant Species Will Require Hedging				1	
<input type="checkbox"/>	c. 75% of Plants Are California Natives or Mediterranean Species					1
<input type="checkbox"/>	<b>2. Use Fire-Safe Landscaping Techniques</b>	1				
<b>3. Minimize Turf Areas in Landscape Installed by Builder</b>						
<input type="checkbox"/>	a. All Turf Will Have a Water Requirement Less than or Equal to Tall Fescue					2
<input type="checkbox"/>	b. Turf Shall Not Be Installed on Slopes Exceeding 10% or in Areas Less than 8 Feet Wide					2
<input type="checkbox"/>	c. Turf is <33% of Landscaped Area					2
<input type="checkbox"/>	d. Turf is <10% of Landscaped Area					2
<input type="checkbox"/>	<b>4. Plant Shade Trees</b>		1			1
<input type="checkbox"/>	<b>5. Implement Hydrozoning: Group Plants by Water Needs</b>					1
<b>6. Install High-Efficiency Irrigation Systems</b>						
<input type="checkbox"/>	a. System Uses Only Low-Flow Drip, Bubblers, or Low-flow Sprinklers					2
<input type="checkbox"/>	b. System Has Smart (Weather-Based) Controllers					2
<input type="checkbox"/>	<b>7. Apply Two Inches of Compost in the Top 6 to 12 Inches of Soil</b>					
<input type="checkbox"/>	<b>8. Mulch All Planting Beds to the Greater of 2 Inches or Local Water Ordinance Requirement</b>					1
<input type="checkbox"/>	<b>9. Use 50% Salvaged or Recycled-Content Materials for 50% of Non-Plant Landscape Elements</b>				1	
<input type="checkbox"/>	<b>10. Reduce Light Pollution by Shielding Fixtures and/or Directing Light Downward</b>	1				
<b>C. FOUNDATION</b>		Possible Points				
<b>1. Incorporate Recycled Flyash in Concrete</b>						
<input type="checkbox"/>	a. Minimum 20% Flyash				1	
<input type="checkbox"/>	b. Minimum 25% Flyash					
<input type="checkbox"/>	<b>2. Use Frost-Protected Shallow Foundation in Cold Areas (C.E.C. Climate Zone 16)</b>					
<input type="checkbox"/>	<b>3. Use Radon Resistant Construction (In At-Risk Locations Only)</b>		1			
<b>D. STRUCTURAL FRAME &amp; BUILDING ENVELOPE</b>		Possible Points				
<b>1. Apply Optimal Value Engineering</b>						
<input type="checkbox"/>	a. 2x4 Studs at 24-Inch On Center Framing				1	
<input type="checkbox"/>	b. Door and Window Headers Sized for Load				1	
<input type="checkbox"/>	c. Use Only Jack and Cripple Studs Required for Load				1	



H. INSULATION	Possible Points
<input type="checkbox"/> 1. Install Insulation with 75% Recycled Content	
<input type="checkbox"/> a. Walls and/or Floors	1
<input type="checkbox"/> b. Ceilings	1
<input type="checkbox"/> 2. Install Insulation that is Low-Emitting (Certified Section 01350)	
<input type="checkbox"/> a. Walls and/or Floors	1
<input type="checkbox"/> b. Ceilings	1
<input type="checkbox"/> 3. Pre-Drywall Inspection Shows Quality Installation of Insulation	1

I. HEATING, VENTILATION & AIR CONDITIONING	Possible Points
<input type="checkbox"/> 1. Design and Install HVAC System to ACCA Manual J, D, and S Recommendations	4
<input type="checkbox"/> 2. Install Sealed Combustion Units	
<input type="checkbox"/> a. Furnaces	2
<input type="checkbox"/> b. Water Heaters	2
<input type="checkbox"/> 3. No Fireplace or Sealed Gas Fireplace with Efficiency Rating Not Less Than 60%	1
<input type="checkbox"/> 4. Install ENERGY STAR Ceiling Fans with CFLs in Living Areas and Bedrooms	1
<input type="checkbox"/> 5. Install Mechanical Ventilation System for Nighttime Cooling (Points are Cumulative up to 3)	
<input type="checkbox"/> a. Whole House Fan	1
<input type="checkbox"/> b. Automatically Controlled Integrated System	2
<input type="checkbox"/> c. Integrated System with Variable Speed Control	2
<input type="checkbox"/> 6. Install Air Conditioning with Non-HCFC Refrigerants	3
<input type="checkbox"/> 7. Design and Install Effective Ductwork	
<input type="checkbox"/> a. Install HVAC Unit and Ductwork within Conditioned Space	3
<input type="checkbox"/> b. Use Duct Mastic on All Duct Joints and Seams	1
<input type="checkbox"/> c. Install Ductwork under Attic Insulation (Buried Ducts)	1
<input type="checkbox"/> d. Pressure Balance the Ductwork System for Master Bedroom	
<input type="checkbox"/> e. Protect Ducts during Construction and Clean All Ducts before Occupancy	
<input type="checkbox"/> 8. Install High Efficiency HVAC Filter (MERV 6+)	1
<input type="checkbox"/> 9. Install Zoned, Hydronic Radiant Heating with Slab Edge Insulation	
<input type="checkbox"/> 10. Install Mechanical Ventilation System	
<input type="checkbox"/> a. Any Whole House Ventilation System That Meets ASHRAE 62.2	1
<input type="checkbox"/> b. Install ENERGY STAR Bathroom Fan	2
<input type="checkbox"/> c. All Bathroom Fans Are on Timer or Humidistat	1
<input type="checkbox"/> 11. Use Low-Sone Range Hood Vented to the Outside	1
<input type="checkbox"/> 12. Install Carbon Monoxide Alarm(s)	1

J. BUILDING PERFORMANCE	Possible Points
<input type="checkbox"/> 1. Design and Build High Performance Homes (2 points for each 1% above T-24, up to 30 pts) <i>Enter the percent above Title 24 in the cell at left. Any value over 15% will automatically earn 30 points.</i>	10
<input type="checkbox"/> 2. House Obtains ENERGY STAR with Indoor Air Package Certification	5
<input type="checkbox"/> 3. Inspection and Diagnostic Evaluations	2
<input type="checkbox"/> a. Third Party Energy and Green Building Review of Home Plans	1
<input type="checkbox"/> b. Blower Door Test Performed	1
<input type="checkbox"/> c. House Passes Combustion Safety Backdraft Test	1

K. RENEWABLE ENERGY	Possible Points
<input type="checkbox"/> 1. Pre-Plumb for Solar Hot Water Heating	
<input type="checkbox"/> 2. Install Solar Water Heating System	
<input type="checkbox"/> 3. Install Wiring Conduit for Future Photovoltaic Installation & Provide 200 ft <sup>2</sup> of South-Facing Roof	2
<input type="checkbox"/> 4. Install Photovoltaic (PV) Panels	
<input type="checkbox"/> a. 1.2 kW System	
<input type="checkbox"/> b. 2.4 kW System	
<input type="checkbox"/> c. 3.6 kW or more	

L. FINISHES	Possible Points
<input type="checkbox"/> 1. Provide Permanent Walk-Off Mats and Shoe Storage at Home Entrances	1
<input type="checkbox"/> 2. Use Low/No-VOC Paint	
<input type="checkbox"/> a. Low-VOC Interior Wall/Ceiling Paints (<50 gpl VOCs (Flat) and <150 gpl VOCs (Non-Flat))	1
<input type="checkbox"/> b. Zero-VOC: Interior Wall/Ceiling Paints (<5 gpl VOCs (Flat))	3
<input type="checkbox"/>	

