

# City of Albany

## Planning and Zoning Commission Minutes November 28, 2012 Meeting

Note: These minutes are subject to Planning and Zoning Commission approval. The minutes are not verbatim. An audiotape of the meeting is available for public review.

### Regular Meeting

**1. CALL TO ORDER-** The meeting of the Planning and Zoning Commission was called to order by Chair Arkin in the City Council Chambers at 7:00 p.m. on Wednesday, November 28, 2012.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL

Present: Moss, Panian, Maass, Arkin

Absent: Eisenmann

Staff present: City Planner Anne Hersch  
Community Development Director Jeff Bond

### 4. CONSENT CALENDER

(Consent Calendar items are considered routine and will be enacted by one motion. By approval of the Consent Calendar, the staff recommendations will be adopted unless otherwise modified by the Commission. There will be no separate discussion on these items unless a Commission Member or a member of the audience requests removal of the items from the Consent Calendar.)

**A. PA 12-054 2<sup>nd</sup> Story Addition at 949 Ordway-** The applicant is seeking Design Review approval for second story addition at 949 Ordway. Previously, the owner received Commission approval for a second story addition on May 24, 2011. The applicant has scaled back the plan to include a second story addition of 1,042 sq. ft. which will include a bedroom, bathroom, family room, office, upstairs laundry room. The project has been reduced by 228 sq. ft. from the previous proposal. A new 330 sq. ft. garage is also proposed and will provide one off-street parking space. Two off-street parking spaces are proposed. The overall building height is proposed to be 22 ft.

**Recommendation: Approve with project conditions.**

**Motion to approve item 4A:** Commissioner Panian

**Seconded by:** Commissioner Maass

Ayes: Moss, Panian, Arkin, Maass

Nays: None

Motion passed, 4-0

### 5. PUBLIC COMMENT

For persons desiring to address the Commission on an item that is not on the agenda please note that each speaker is limited to three (3) minutes. The Brown Act limits the Commission

1 ability to take and/or discuss items that are not on the agenda; therefore, such items are  
2 normally referred to staff for comment or to a future agenda.  
3

4 None.  
5

6 **6. DISCUSSIONS & POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING**  
7 **ITEMS**  
8

9 **A. PA 12-045 Design Review & Parking Exception for 1117 Ordway-** The applicant is  
10 seeking design review and parking exception approval for a 650 sq. ft. accessory  
11 structure in the rear yard at 1117 Ordway. The lot is 7,551 sq. ft. in area. The applicant  
12 received administrative design review approval for a 239 sq. ft. accessory structure in  
13 2011. The original accessory structure was constructed and finalized in April 2011. Upon  
14 completion, an unpermitted expansion of the structure commenced and a stop work order  
15 was issued. The applicant was directed to file a new application to remedy the current  
16 situation. The applicant is proposing to use the structure as a multipurpose art studio.  
17 **Contd. from the 11/14/12 Commission so that staff could prepare draft findings of denial.**  
18 **Recommendation: The Planning & Zoning Commission review the draft findings of denial and**  
19 **take action.**  
20

21 Ms. Hersch presented the staff report. She said that an accessory structure such as the one  
22 discussed here would require a parking exception.  
23

24 PUBLIC HEARING OPENED.  
25

26 **Paula Wagner, applicant-** asked for continuation of the item so that she can come up with  
27 plans that meet the commission and neighbors' approval particularly regarding issues such as  
28 drainage.  
29

30 PUBLIC HEARING CLOSED.  
31

32 Commissioner Moss- suggested moving the item to a date certain in the second week of  
33 January. He stated the skylights needed work as well and wanted to see more consistency in  
34 the windows and doors.  
35

36 Ms. Hersch clarified that not much work has been done to the main home.  
37

38 Commissioner Maass- said the parking exception would not be a problem if the issues with the  
39 code and neighbors were resolved.  
40

41 Commissioner Arkin- said the eastern setback of the project should be as far from the creek as  
42 possible and the western end should be pushed back from the property line so that it does not  
43 exceed 37 feet. He added that the height of the project was acceptable.  
44

45 Commissioner Panian- suggested wall setbacks and creating an overhang.  
46

47 PUBLIC HEARING RE-OPENED.  
48

1 **Allison Truman, 1115 Ordway-** expressed concerns about runoff and drainage. She  
2 suggested angling the roof the opposite way so that runoff would not go onto her property.  
3 Commissioner Arkin stated that a civil engineer could look at the runoff issues.  
4

5 **Brandon Luce, 1119 Ordway-** said that the current drainage daylights between the sidewalk  
6 and retaining wall.  
7

8 Commissioner Arkin noted that a Christy box should be put in place and that the new roof  
9 drainage system should be in compliance and lead to the sidewalk per city standards.  
10

11 **Motion to continue item 6A to a date certain of January 23, 2013:** Commissioner Panian  
12

13 **Seconded by:** Commissioner Maass  
14

15 Ayes: Moss, Panian, Arkin, Maass  
16

17 Nays: None  
18

19 Motion passed, 4-0  
20

## 21 **7. New Business**

22 None.  
23

## 24 **8. Announcements/Communications/Discussions**

25 (Staff discussion and Commission member announcement of status of previous agenda items  
26 and requests for future agenda items. No public comment will be taken on requests for future  
27 agenda items).  
28

### 29 **A. Update on St. Mary's mediation.**

30 Ms. Hersch presented the staff report and said progress was being made. She reported that a  
31 second mediation session is scheduled.  
32

### 33 **B. Cancellation of the December 12, 2012 hearing.**

34 Ms. Hersch noted the meeting was canceled because it conflicted with the Complete Streets  
35 event. She added the December 26<sup>th</sup> and January 9<sup>th</sup> Planning and Zoning Commission  
36 meetings would be cancelled as well.  
37  
38

## 39 **9. Future Planning and Zoning Commission Meeting Agenda Items**

40 Next Planning and Zoning Commission hearing: **Wednesday, January 17, 2013 at 7 pm.**  
41  
42

## 43 **10. Adjournment**

44 The meeting was adjourned at 7:45 p.m.  
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47 Next regular meeting: Wednesday, January 17, 2013, 7:00 p.m. at Albany City Hall  
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Submitted by: Anne Hersch, City Planner

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**Jeff Bond**  
**Community Development Director**