

City of Albany

Planning and Zoning Commission Minutes January 28, 2015 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

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7 1. **CALL TO ORDER-** The meeting of the Planning and Zoning Commission was called
8 to order by Chair Donaldson in the City Council Chambers at 7:00 p.m. on
9 Wednesday, January 28, 2015.

10
11 2. **PLEDGE OF ALLEGIANCE**

12
13 3. **ROLL CALL**

14 Present: Donaldson, Friedland, Giesen-Fields, Kent
15 Absent: Arkin
16 Staff present: City Planner Anne Hersch
17 Community Development Director Jeff Bond
18

19 4. **CONSENT CALENDAR**

20 (Consent Calendar items are considered routine and will be enacted by one
21 motion. By approval of the Consent Calendar, the staff recommendations will be
22 adopted unless otherwise modified by the Commission. There will be no separate
23 discussion on these items unless a Commission Member or a member of the
24 audience requests removal of the items from the Consent Calendar.)
25

- 26 **A. Planning & Zoning Commission Meeting Minutes September 24, 2014**
27 **B. Planning & Zoning Commission Meeting Minutes October 8, 2014**
28 **C. Planning & Zoning Commission Meeting Minutes October 22, 2014**
29 **D. Planning & Zoning Commission Meeting Minutes November 12, 2014**
30 **E. Planning & Zoning Commission Meeting Minutes December 10, 2014**
31

32 Chair Donaldson pulled item 4C and 4E to point out a few minor typos.
33 Commissioner Kent pulled item 4F for discussion.
34

35 **Motion to approve Consent Calendar (Item 4A, 4B, 4D):** Friedland

36 **Ayes:** Donaldson, Friedland, Giesen-Fields, Kent

37 **Nayes:** None

38 **Motion passed, 4-0.**
39

40 Chair Donaldson pointed out the word "survey" should be "staff" in the
41 October 22 minutes and the reference to "Memorial Hall" should be
42 corrected as "Veteran's Memorial Building" in the December 10th
43 meeting minutes.
44

1 **Motion to approve Item 4C and 4E with revisions listed above:** Giesen-Fields

2 Seconded by: Friedland

3 AYES: Donaldson, Friedland, Giesen-Fields, Kent

4 NAYES: None.

5 **Motion Passed, 4-0.**

6
7
8 **F. PA 14-065 Design Review for a New Accessory Structure at 1104 Curtis-**

9 The applicant is seeking design review approval for the construction of
10 an accessory building at 1104 Curtis St. The subject site is a 3100 sq. ft. lot
11 with an existing 240 sq. ft. garage. The applicant is proposing to demolish
12 the existing garage and will construct a new 240 sq. ft. accessory
13 building with half bathroom and utility sink. The structure will be used as
14 an artist studio. The maximum height is 9'5" and the structure will be
15 setback 4 ft. from the side and rear property lines.

16 **Recommendation: Approve subject to the attached findings and**
17 **Conditions of Approval**

18
19 **CEQA: *Categorically exempt pursuant to Section 15303 "New***
20 ***Construction or Conversion of Small Structures," of the CEQA Guidelines***
21

22 Commissioner Kent was concerned with the parking requirement and whether or
23 not the addition was permanent or could possibly be converted into a parking
24 space.

25
26 **Nettie Hoge**, applicant- explained the front yard was completely available for
27 parking if needed and the addition was not integral to the structure.

28
29 Commissioner Giesen-Fields- asked if the space would be counted even if it is not
30 being used.

31
32 Anne Hersch clarified that it is only required in the submittal that the applicant
33 show these spaces are available.

34
35 **Motion to approve Item 4F:** Giesen-Fields

36 Seconded by: Kent

37 AYES: Donaldson, Friedland, Giesen-Fields, Kent

38 NAYES: None.

39 **Motion passed, 4-0.**

40
41 **5. PUBLIC COMMENT**

42 For persons desiring to address the Commission on an item that is not on the agenda
43 please note that each speaker is limited to three (3) minutes. The Brown Act limits the
44 Commission ability to take and/or discuss items that are not on the agenda; therefore,
45 such items are normally referred to staff for comment or to a future agenda.
46

1 **Alexa Hauser**, Diverse Housing Working Group (DHWG)- updated the Commission on
2 upcoming events and recent progress of the DHWG.
3

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

5 (Staff discussion and Commission member announcement of status of previous
6 agenda items and requests for future agenda items. No public comment will be
7 taken on requests for future agenda items).
8

9 **A. PA 15-001 Conditional Use Permit for Kumon Learning Center at 1027 San**
10 **Pablo Ave.**-The applicant is seeking Conditional Use Permit approval for a
11 Kumon Learning Center at 1027 San Pablo Ave. The proposed location
12 includes a 900 sq. ft. office space. The business will be open two days each
13 week, Wednesday from 2-6:30pm and Saturday from 10am-1pm. There will be
14 a maximum of 130 students enrolled in the program with a maximum of 30
15 students on-site at any time. Off-street parking is provided in the shared
16 parking lot behind the business. There are seven (7) employees total.
17

18 **Recommendation: Approve subject to the attached findings and Conditions**
19 **of Approval**

20
21 **CEQA: *Categorically exempt pursuant to Section 15332 "In-Fill Development***
22 ***Projects," of the CEQA Guidelines***
23

24 Anne Hersch presented the staff report. She noted that the address had
25 been corrected to 1027 San Pablo on all the agendas.
26

27 **Philippe Peyron**, applicant- noted Kumon learning centers are a chain
28 business and other centers in the bay area have been doing well such as the
29 Berkeley and Rockridge locations. He responded to questions from the
30 Commission.
31

32 Chair Donaldson- noted the limited hours proposed and asked if the
33 applicant would like request more hours at this point to allow for flexibility for
34 the future. Peyron asked to add Mondays 3-7pm to the approval.
35

36 Donaldson asked that the blade sign not exceed the size of those of the
37 existing signs in that area.
38

39 PUBLIC HEARING OPENED.

40 No one wished to speak.

41
42 PUBLIC HEARING CLOSED.
43

44 Commissioner Friedland, Giesen-Fields, and Kent all supported the project.
45
46

1 Chair Donaldson wanted to see some bike racks to be installed in. Anne
2 Hersch noted Special Condition number 3 that requires the applicant to
3 put in bike racks. Donaldson asked to work out protocols for pick up
4 and drop off. Peyron said there would be benches for the students to
5 wait.

6
7 Commissioner Kent asked about use of the street door. He expressed
8 concern that the street facing side would appear like an empty store
9 front. Peyron said they would be using it as an emergency exit during off
10 hours when staff would still be in the building.

11
12 **Motion to approve item 6A:** Friedland

13 -with option to extend hours to Mondays 3-7pm

14 Commissioner Donaldson amended the motion to include that the blade
15 signs should be no larger than other signs in that surrounding area

16 Seconded by: Geisen-Fields

17 AYES: Donaldson, Friedland, Geisen-Fields, Kent

18 NAYES: None

19 **Motion passed, 4-0.**

20
21 **B. PA 14-075 Design Review for a Second Story Addition and Building**
22 **Excavation at 969 Ventura-** The applicant is seeking Design Review
23 approval to lift the entire house on 969 Ventura Avenue by 10' vertically
24 to create a new first floor. The subject lot is 5,952 sq. ft. with an existing
25 1,929 sq. ft. three bedroom, one bathroom home built in 1929. The
26 applicant is proposing to relocate the house by 1.6' to the south to
27 comply with setback requirements. The site will be excavated to provide
28 a new two car attached garage. The first floor will be reconfigured to
29 include a new kitchen, dining/living area and a bedroom. The second
30 floor will include four bedrooms and two bathrooms. This will result in a
31 3,293 sq. ft. five bedroom, three bathroom home. The home will be
32 26'11" in height and will maintain a Craftsman appearance.

33
34 **Recommendation: Approve subject to the attached findings and**
35 **Conditions of Approval**

36
37 **CEQA: *Categorically exempt pursuant to Section 15303 "New***
38 ***Construction or Conversion of Small Structures," of the CEQA Guidelines***
39

40 Anne Hersch presented the staff report. Chair Donaldson noted the high FAR and
41 requirement for exceptional design.

42
43 **Jason Kaldis**, architect- explained various aspects of the design, addressing issues such
44 as the side facing entrance, views of the bay, and shadows. He responded to questions
45 from the Commission. Kaldis noted that problems with the story poles have since been
46 corrected.

1
2 PUBLIC HEARING OPENED.
3
4 **Norman Green**, neighbor- had concerns about losing his views and asked that some of
5 some of the sightlines be saved if possible.

6
7 PUBLIC HEARING CLOSED.
8

9 Commissioner Giesen-Fields- thought the building had a massive, monolithic presence
10 and recommended that

11 1)the columns be changed from stucco to wood and that they be more of a
12 Craftsman style and

13 2)the new wall with the 11" railing be dropped down to the floor at the front side of the
14 porch to allow for a full railing.

15
16 Commissioner Kent- thought the project fit with the lot well and empathized with the
17 neighbor's regarding their view concerns. He liked the windows.

18
19 Commissioner Friedland- thought the project followed the design guidelines and would
20 add to the visual interest of the street.

21
22 Chair Donaldson- was concerned that the story poles did not show the porch and
23 encouraged the architect to work closely to minimize the view impacts by modifying
24 the design of the porch.

25
26 **Motion to approve item 6A:** Friedland

27 -with direction to staff to work with architect to address finishes and massing of
28 front balcony to address neighborhood concerns

29 -Commissioner Giesen-Fields proposed an amendment that wood or painted
30 wood columns and that the west elevation of front porch has full height railing

31 Commissioner Friedland thought the amendment was too prescriptive and
32 opted to leave changes up to the discretion of the architect and City staff

33 regarding specifics. Commissioner Giesen-Fields noted the applicants were
34 willing to make these changes. Commissioner Friedland accepted the

35 amendment.
36 Seconded by: Kent

37 AYES: Donaldson, Friedland, Giesen-Fields, Kent

38 NAYES: None.

39 **Motion passed, 4-0.**

40
41 Chair Donaldson appreciated Norman's (the neighbor) good citizenship and willingness
42 to work with the architect.

43
44 **7. NEW BUSINESS**

45 **A. Parking Management Plan Update-** In August 2014, the City of Albany received a
46 grant through the Alameda County Transportation Commission for a joint parking

1 study with the City of San Leandro to study exiting parking conditions and policies.
2 Staff will present an update.

3
4 **Recommendation: Informational; No action is required.**

5
6 Anne Hersch presented the staff report. She said the purpose of the plan was mainly to
7 assess the City's current parking situation and how to better manage it.

8
9 **8. ANNOUNCEMENTS/COMMUNICATIONS/DISCUSSION**

10 (Staff discussion and Commission member announcement of status of previous
11 agenda items and requests for future agenda items. No public comment will be
12 taken on requests for future agenda items).

13 **A. Update on 911 Carmel**

14 Anne Hersch reported that upon further review, the property owners have decided
15 to scale back the project and keep the appearance essentially as is.

16
17 **B. City Council Hearing on 2015-2023 Housing Element on February 2, 2015**

18 Anne Hersch said the Housing Element would go to City Council on February 2, 2015.

19
20 **C. Report on City Council action on proposed street closure around El Cerrito
21 Plaza**

22 Hersch stated that immediate action would include traffic calming measures but
23 long term actions would be to include language in the General Plan to allow street
24 closures as appropriate.

25
26 **D. Waterfront Transition Plan community meeting on February 19, 2015**

27 Hersch reported the City received a grant to identify stops need to implant the East
28 Shore state park plan and a community wide meeting would be held to discuss this.

29
30 **E. Parks & Recreation Commission special meeting on January 29, 2015
31 regarding EBRPD Beach Project January 29, 2015**

32 Hersch noted that tomorrow evening there would be special meeting regarding the
33 beach project. The focus of the meeting would be on the special EIR on leashed
34 and unleashed dogs on the beach.

35
36 Anne Hersch said the Planning and Zoning Commissioner 2015 Working Plan would
37 be sent for approval at the February 17, 2015 City Council meeting.

38
39 **9. ADJOURNMENT**

40 The meeting was adjourned at 8:44 p.m.

41 Next regular meeting: Wednesday, February 11, 2015, 7:00 p.m. at Albany City Hall

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43
44
45 _____
46 Submitted by: Anne Hersch, City Planner

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Jeff Bond, Community Development Director