

City of Albany

Planning and Zoning Commission Minutes June 24, 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

1. **CALL TO ORDER** The meeting of the Planning and Zoning Commission was called to order by Chair Donaldson in the City Council Chambers at 7:00 p.m. on Wednesday June 24th, 2015.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
Present: Friedland, Giesen-Fields, Kent, Menotti, Donaldson
Absent: None.
Staff Present: City Planner Anne Hersch
Community Development Director Jeff Bond
4. **CONSENT CALENDAR**
(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. **Planning & Zoning Commission Meeting Minutes February 25, 2015**
 - B. **Planning & Zoning Commission Meeting Minutes March 11, 2015**
 - C. **Planning & Zoning Commission Meeting Minutes March 25, 2015**
 - D. **Planning & Zoning Commission Meeting Minutes April 8, 2015**
 - E. **Planning & Zoning Commission Meeting Minutes April 22, 2015**
 - F. **Planning & Zoning Commission Meeting Minutes May 6, 2015**
 - G. **Planning & Zoning Commission Meeting Minutes May 13, 2015**
 - H. **Planning & Zoning Commission Meeting Minutes May 27, 2015**
 - I. **Planning & Zoning Commission Meeting Minutes June 10, 2015**

All minutes pulled from the Consent Calendar by Chair Donaldson. He reviewed a few typos and corrections in the Meeting Minutes.

Motion to Approve Meeting Minutes: Menotti

Seconded by: Friedland

AYES: Menotti, Friedland, Giesen-Fields, Kent, Donaldson.

NAYES: None.

Motion passed, 5-0

- J. **PA 15-037 Design Review for a Second Story Addition at 534 Evelyn Ave.**- The applicant is seeking review Design Review approval for a second story addition at 534 Evelyn Ave. The subject site is 5,000 sq. ft. with an existing 1,139 sq. ft. two bedroom, one and half bathroom home built in 1932. The applicant is seeking Design Review approval for a 1,135 sq. ft. second story

1 addition that will include three bedrooms and two bathrooms. The first floor
2 will be reconfigured to include a family room area and a 169 sq. ft. addition
3 on the north side to accommodate the new stairwell. The existing
4 unpermitted enclosed porch in the rear yard will be removed and
5 reconfigured into a new, open air deck in the rear yard. This will result in a
6 four bedroom, three and a half bathroom house 2,383 sq. ft. in area, 26'-9" in
7 height. Two off-street parking spaces are provided in the detached garage
8 at the rear of the site.

9 **Recommendation: Review and approve subject to the attached findings and**
10 **Conditions of Approval.**

11
12 *CEQA: The project is Categorically exempt pursuant to Section 15303 "New*
13 *Construction or Conversion of Small Structures."*

14
15 Item pulled from the Consent Calendar.

16
17 PUBLIC HEARING OPENED

18
19 Jessie Christensen- 1227 Garfield Ave. Expressed frustration that they had only
20 been notified of this project a few days earlier. Concerned about privacy
21 and line of sight into their home with a new addition.

22
23 Chair Donaldson expressed concern considering the applicant was not
24 present.

25
26 Commissioner Friedland proposed to move this item to the next meeting
27 given that the applicant is not present.

28
29 Anne Hersch commented that they could move it to a date certain, the next
30 meeting on July 8th, 2015.

31
32 Commissioner Menotti commented about a date in the document and
33 suggested it be changed.

34
35 Commissioner Giesen-Fields asked staff if they could clarify the design with
36 the applicant.

37
38 The applicant arrived.

39
40 **William Coburn**, project architect introduced himself.

41
42 Chair Donaldson asked the architect about balcony and railing details and
43 building materials. He also asked about the varying roof pitches.

44
45 William Coburn explained the issue of the roof pitch and clarified the building
46 materials and details of the balcony.

47
48 Chair Donaldson asked about more design details of the proposed addition
49 and the architect clarified the reasoning and design choices for the front
50 door and other home details.

51
52 Chair Donaldson asked about the existing street tree. The architect explained
53 he wasn't sure about the condition of the tree and whether or not it will be
54 removed.

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Commissioner Friedland asked if the applicant had considered the neighbor's concerns in terms of window placement and driveway issues.

The architect explained he had only spoke with the neighbors across the street and further explained the design process and how he tried to accommodate the homeowner's needs with concerns with neighbors.

Commissioner Giesen-Fields asked about the design choices of the building's exterior in reference to the drawings provided.

The architect further explained the design within the context of the property lines.

Commissioner Giesen-Fields asked about the specifics of the drawing and how they would look in reality.

The architect clarified the design specifics.

Commissioner Kent asked about the roof tile style and asked about a potential gate in the driveway area.

The architect clarified the gate placement.

Commissioner Menotti asked about the roof pitch in relation to issues with neighbors.

The architect explained the design process and changes made in relation to the roof pitch.

Commissioner Menotti asked about potential landscaping to enhance privacy between yards.

The architect explained he began considering it when the issue with neighbors was brought up and he had some ideas of how to enhance the privacy.

Chair Donaldson asked about changes made to the existing first-floor as part of the second-story addition.

The architect explained the unpermitted rooms area will be demolished.

Chair Donaldson asked about potentially changing the pitch of the existing gable roof to match the proposed second-story addition roof pitch.

The architect agreed it could be part of the conditions.

Commissioner Friedland commented that she believed this process to be quite rushed by the owner and would recommend that some of this feedback be brought back to owner to discuss with the architect in order to make the best aesthetic design choices that also take into consideration the concerns of neighbors.

1 Commissioner Giesen-Fields agreed that the item should be continued to a
2 date certain in order to refine the design and address some of the neighbor's
3 concerns.
4

5 Chair Donaldson addressed the concerns of the neighbors that spoke during
6 the public comment.
7

8 **Motion to continue PA 15-037 to a date certain of July 8th, 2015 in order for the**
9 **design to be refined and reviewed by staff:** Friedland

10 Seconded by: Menotti

11 AYES: Friedland, Menotti, Donaldson, Kent, Giesen-Fields

12 NAYES: None.

13 **Motion Passed, 5-0**
14

15 **5. PUBLIC COMMENT**

16 For persons desiring to address the Commission on an item that is not on the
17 agenda please note that each speaker is limited to three (3) minutes. The
18 Brown Act limits the Commission ability to take and/or discuss items that are not
19 on the agenda; therefore, such items are normally referred to staff for comment
20 or to a future agenda.
21

22 **Ed Fields-** discussed the Brown Act.
23

24 **Alexa Hauser-** Member of Diverse Housing Working Group. Discussed and
25 informed the commission regarding a housing needs survey that's going to be
26 started in Albany.
27

28 **6. DISCUSSIONS & POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:**
29

30 **A. PA 15-018 St. Mary's College High School Design Review for Campus Chapel**

31 **1600 Posen-** The applicant has filed an application for Design Review for a
32 new campus chapel at St. Mary's College High School. A master use permit
33 for the School was approved on November 18, 2013. The use permit
34 included a 4,400 sq. ft. Chapel located in the southwest portion of the
35 campus, near Albina Ave. The applicant is proposing a new single-story
36 concrete and glass building, 4,400 sq. ft. in area. The proposed design
37 includes a vertical element that slopes from 20 feet to 38 feet tall on the
38 eastern elevation. A Planning Commission study session was held on March
39 25, 2015.
40

41 **Recommendation: Review and approve subject to the attached findings and**
42 **Conditions of Approval.**
43

44 *CEQA: A Mitigated Negative Declaration for the Master Use Permit for St.*
45 *Mary's College High School was adopted by the Albany City Council on*
46 *November 18, 2013.*
47

48 Commissioner Menotti recused himself.
49

50 Anne Hersch gave a presentation on the project.
51

52 **Vivian Kahn,** project applicant, further explained the project and the
53 importance of this project to the school.
54

1 Commissioner Friedland expressed support of the project and mentioned its
2 exceptional design and sensitivity to neighbors and the needs of the students
3 involved.

4
5 Commissioner Kent expressed concern about some of the trees onsite in
6 regards to proposed construction.

7
8 **Motion to approve PA 15-018 St. Mary's College High School Design Review
9 for Campus Chapel 1600 Posen: Giesen-Fields**

10 Seconded by: Friedland

11 AYES: Friedland, Giesen-Fields, Donaldson, Kent.

12 NAYES: none.

13 **Motion passed, 5-0**

- 14
15 **B. PA 15-019 Study Session for a New Residential Townhouse Project at the
16 Northwest corner of Kains Ave. & Portland Ave.-** The applicant has submitted
17 revised plans for a multi-family project proposed in the existing parking lot at
18 the northwest corner of Kains Ave. & Portland. The revised plans provide two
19 different project scopes: a proposed seven (7) new residential townhouses,
20 and an eight (8) unit residential townhouse project. The Commission reviewed
21 preliminary plans on April 22, 2015 and requested that the applicant prepare
22 an eight (8) unit scheme for review. Both plans are conceptual and require
23 Commission feedback. A formal application and project details will be
24 submitted at a later date.

25
26 **Recommendation: Provide direction to staff and the applicant. No action is
27 required.**

28
29 ***CEQA: The project is Categorically exempt pursuant to Section 15332 "In-Fill
30 Development Projects."***

31
32 Anne Hersch presented the staff report.

33
34 Commissioner Kent clarified the lot configuration in regards to the parcel
35 distribution.

36
37 Anne Hersch clarified the placement of the parcels in regards to proposed
38 residential unit plans.

39
40 Commissioner Friedland asked about the PUD and the need for a public
41 amenity.

42
43 Anne Hersch explained that the 8th unit has usually not counted as a public
44 amenity since it is a privately occupied space and does not serve any
45 purpose for the general public specifically.

46
47 Chair Donaldson asked about skipping the PUD and having the eighth unit
48 as an affordable.

49
50 Commissioner Friedland said that she believes there is a density requirement
51 for that exception.

1 Howard McNenny, project architect, introduced the team including Robert
2 Wolff, another architect on the project. He further explained the potential
3 project.
4

5 Robert Wolff explained his perspective and take on the project.
6

7 Commissioner Menotti asked about the parcel division and potential of
8 future development.
9

10 Chair Donaldson asked about the phasing process and why the applicant is
11 choosing to phase the project given current interest rates.
12

13 The applicant explained that the financing for 5 or more units is very different
14 than four or less.
15

16 Commissioner Friedland asked about fixed costs and further reasons behind
17 that decision.
18

19 The applicant explained that they would need to look into details and
20 financing further but they have their reasons.
21

22 Commissioner Kent commented on the layout and preferred the layout that
23 saves more trees. Concerned about the bioswales and doesn't believe they
24 were thought out with logistics in mind. Asked about the potential public
25 amenity.
26

27 The applicant clarified the usage of a bioswale in terms of stormwater
28 management.
29

30 Commissioner Giesen-Fields asked if the applicant had considered any other
31 public amenity.
32

33 The applicant referred to what was previously presented.
34

35 Commissioner Giesen-Fields asked the applicant if they had considered any
36 other projects.
37

38 The applicant explained they hadn't looked into other options yet.
39

40 Chair Donaldson commented that he was struggling to find a public amenity
41 with this project. Chair Donaldson asked about potential rear yard space.
42

43 Chair Donaldson asked about parking in regards to the restaurant in the
44 adjacent lot. The applicants explained that they want to landscape the
45 space and have a fence to divide the lots.
46

47 PUBLIC HEARING OPENED
48

49 **Ed Fields-** expressed concern about front-yard setbacks and how the project
50 conforms with certain zoning standards. Also concerned about inclusionary
51 housing.
52

53 **Alexa Hauser-** supported the project and use of open space. Wants to
54 ensure that an affordable unit will be provided.

1
2 **Maureen Crowley-** concerned with saving existing trees and the phasing to
3 avoid affordable housing requirements.
4

5 **Michael Cabanatuan-** 631 Kains. Supported the project and use of open
6 space. Preferred the seven-unit scheme. Wants to know more about the
7 potential phasing of the project.
8

9 PUBLIC HEARING CLOSED
10

11 Commissioner Menotti commented that he would prefer to have more units
12 on the lots.
13

14 Commissioner Friedland commented that she appreciated the idea of an
15 offsite public amenity.

16 Commissioner Giesen-Fields disappointed that the applicant didn't consider
17 other public amenities and would prefer to see the amenity onsite such as a
18 playground space.
19

20 Commissioner Kent commented that it might be possible to get more
21 parking the seven-unit scheme. Commented on the potential of saving
22 certain trees even with the eight-unit scheme. The applicant explained the
23 issues with altering the design based on the trees.
24

25 Commissioner Kent further discussed the bioswale issue in relation to both
26 unit schemes.
27

28 Chair Donaldson explained a change in preference from the eight-unit
29 scheme to the seven-unit scheme. Commented that the applicant needs to
30 further explore public amenity options and that staff needs to involve public
31 works, engineers, etc. Commented on potential design details and is
32 expecting an exceptional design.
33

34 Commissioner Friedland commented that the seven-unit scheme is favorable
35 due to the accommodations the units could make for different family needs.
36 Also commented that she wants to ensure that a public amenity doesn't
37 drive the price so high that this project is still possible.
38

39 7. NEW BUSINESS

40 **A. Draft General Plan-**This is the 20th Planning and Zoning Commission Study
41 Session on the Albany 2035 General Plan Update. This is the last Study Session
42 prior to release of the Draft General Plan for public review. It is intended to
43 provide an opportunity for final comments on the consolidated and edited
44 Draft goals, policies, and actions. The Study Session is also a "preview" of the
45 Draft Plan.
46

47 *Recommendation: Receive the report and provide feedback and direction*
48 *to staff.*
49

50 **CEQA: An Environmental Impact Report is being prepared and will be**
51 **released for public review in summer 2015.**
52

1 Barry Miller presented on the updated and final study session on the draft
2 General Plan.

3
4 Commissioner Friedland asked about how the housing number was
5 projected. Barry Miller explained they came from various projection studies
6 and discussed the various projections and how they came to a middle-road
7 projection.

8
9 Barry Miller continued with the presentation.

10
11 Chair Donaldson asked about the overall length of the document. Barry Miller
12 explained the total document will be around 250 pages.

13
14 Chair Donaldson asked staff about how the public hearings will be split based
15 on the different elements of the general plan.

16
17 PUBLIC HEARING OPENED

18
19 Preston- concerned with different sidewalk conditions as part of the city's
20 strollers and rollers.

21
22 PUBLIC HEARING CLOSED

23
24 Commissioner Friedland asked if any comments regarding typos or
25 corrections could be provided to Barry in writing at a later date.

26
27 Chair Donaldson referenced a specific contradiction in a certain amount of
28 sq. ft. within the housing element.

29
30 Chair Donaldson commented on the order of topics in a part of the
31 transportation element.

32
33 Chair Donaldson asked about part of the policy regarding San Pablo Ave.
34 and Cal Trans. He also commented on some of the street policies and plans
35 addressed in the plan.

36
37 Commissioner Menotti and Commissioner Friedland expressed support of the
38 plan being less car-focused and oriented.

39
40 Commissioner Giesen-Fields expressed the need for a section of the
41 transportation element to be more specific and less general with its wording
42 and goals.

43
44 Chair Donaldson discussed two sections dealing with accident procedure.

45
46 Commissioner Menotti asked about a section on gateway treatments and
47 concerns about movement of petroleum and noise in the area.

48
49 Chair Donaldson asked about different factors including landscaping going
50 into a lighting and sidewalk sector. Asked staff about the potential of
51 including landscaping.

52
53 Jeff Bond explained the current steps the city is taking to address issues with
54 sidewalk repairs.

1
2 Chair Donaldson asked about referring to the Waterfront element as part of
3 the Parks and Recreation element.

4
5 Commissioner Friedland asked about the Vista School site. Barry Wilson
6 explained it is the property on Jackson.

7
8 Chair Donaldson asked about changes to Cougar Field considering it had
9 just been renovated. Commented that perhaps it had been carried over
10 from a previous general plan but that it should perhaps be taken out given its
11 new renovations.

12
13 Chair Donaldson commented on Golden Gate Fields Land as well as Albany
14 Hill space.

15
16 Commissioner Menotti commented about BART regulations and how the city
17 would have to change policies in order to accommodate a station.

18
19 Commissioner Friedland asked about guidelines around murals and banners
20 and how that might impede on creativity. Chair Donaldson explained that
21 there had been a lot of discussion and that that guideline is within a greater
22 context regarding holiday banners and themes.

23
24 Chair Donaldson commented on some of the regulations regarding
25 waterfront art at the bulb.

26
27 Chair Donaldson commented on part of the waterfront element covering
28 different trails and asked about different-access trails.

29
30 Staff explained the details of the trail plan further.

31
32 Commissioner Kent asked about greywater and reclaimed water being a
33 part of different elements of the general plan. Barry Miller referenced a part
34 of the plan that includes greywater and reclaimed water integrated into the
35 plan.

36
37 Commissioner Friedland expressed appreciation and support of the General
38 Plan presentation and staff.

39
40
41 **8. ANNOUNCEMENTS/COMMUNICATIONS/DISCUSSION**

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

45
46 Jeff Bond noted that parking Study update meeting was forthcoming. Originally
47 planned for late July, the meeting would more likely be held on the fall.

48
49 Chair Donaldson asked about the General Plan EIR.

50
51 Mr. Bond indicated that hard copies would be made available to the Commission
52 when the Draft EIR is ready for public release.

1 Commissioner Menotti noted that he will be absent for the July 8, 2015 Commission
2 hearing.

3
4 **9. NEXT MEETING:** July 8, 2015

5
6 **10. ADJOURNMENT**

7
8 The meeting was adjourned at 10:10 p.m.
9 Next regular meeting: Wednesday, July 8, 2015, 7 p.m. at Albany City Hall

10
11 _____
12 Submitted by: Anne Hersch, City Planner

13
14 _____
15 **Jeff Bond, Community Development Director**
16