

# *City of Albany*

## **Planning & Zoning Commission Minutes of May 9, 2018 Meeting**

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

### 3 4 **Regular Meeting**

5  
6 1. **CALL TO ORDER:** The regular meeting of the Planning and Zoning Commission was  
7 called to order by Chair Kent in the City Council Chambers at 7:00 P.M. on  
8 Wednesday, May 9, 2018.

9  
10 2. **PLEDGE OF ALLEGIANCE**

11  
12 3. **ROLL CALL**

13  
14 Present: Giesen-Fields, Watty, Jennings, Kent  
15 Absent: Donaldson  
16 Staff Present: City Planner Anne Hersch  
17 Associate Planner Christopher Tan

18  
19 4. **EX PARTE COMMUNICATION DISCLOSURES**

20  
21 None

22  
23 5. **CONSENT CALENDAR**

24  
25 5-1. **Planning & Zoning Commission Meeting Minutes April 11, 2018**

26 **Recommendation: Approve Planning & Zoning Commission Meeting Minutes.**

27  
28 **Motion to approve** the Minutes of the April 11, 2018 meeting as presented.

29 Giesen-Fields

30 Seconded by: Watty

31 AYES: Giesen-Fields, Watty, Jennings, Kent

32 NAYES: None

33 ABSTAINING: None

34 ABSENT: Donaldson

35 **Motion passed, 4-0-0-1**

36  
37

1  
2 **5-2. PA 18-027 Design Review and Parking Reduction for a Single-Story Rear**  
3 **Addition at 1125 Talbot Ave.** – The applicant is seeking Design Review and  
4 Parking Reduction approval for a single-story rear addition at 1125 Talbot  
5 Avenue. The subject site is 5,000-sq.-ft. lot with a 2-bedroom, 1-bathroom,  
6 1,241-sq.-ft. house built in 1941. The applicant is proposing to build a 523-sq.-ft.  
7 rear addition to accommodate a new master suite and family room. The  
8 exterior of the addition is proposed to be cement plaster with a gable roof to  
9 match the existing home. A portion of the existing rear deck will be  
10 demolished to accommodate the proposed addition. French and slider  
11 doors are proposed off the new family room to provide access to the deck  
12 and rear yard. This will result in a 3-bedroom, 2-bathroom 1,764-sq.-ft. home  
13 with a maximum height of 16'-4". There is one off-street parking space  
14 provided in the existing garage. A Parking Reduction is required to waive the  
15 second off-street parking space.

16 **Recommendation: Staff recommends that the Planning & Zoning Commission**  
17 **review and approve the proposed project subject to the attached findings**  
18 **and Conditions of Approval.**

19  
20 **CEQA: The project is Categorically exempt pursuant to Section 15303 "New**  
21 **Construction or Conversion of Small Structures."**

22  
23 Associate Planner Christopher Tan presented the staff report dated May 9, 2018.

24  
25 City Planner Anne Hersch reported the existing driveway pad does not meet the  
26 minimum length of 16 feet, which caused the applicant to request a Parking Reduction.  
27 In similar situations, the Commission has required the applicant to recess the garage door  
28 so that the parking space is exactly 16 feet in length, in which case the Commission has  
29 to approve an exception for a second off-street parking space in the front-yard setback.

30  
31 Commissioner Giesen-Fields requested the material of the windows. He did not agree  
32 with Parking Reduction Finding 2d because a study had not been conducted to confirm  
33 that creation of a new off-street parking space would require the elimination of an  
34 equivalent or higher number of on-street parking spaces. He could support approval of  
35 the project if the second sentence of Finding 2d was eliminated.

36  
37 Commissioner Jennings could support a Parking Reduction based on Finding 2a, b, and  
38 e.

39  
40 Chair Kent advised that this type of parking situation is common in Albany, and the  
41 Commission has approved Parking Reductions for other projects with similar  
42 circumstances. The City Council recently directed the Police Department to cite vehicles  
43 parked in driveways and blocking the sidewalk. If a vehicle parked in the driveway and  
44 blocked the sidewalk, the City had a mechanism to stop it.

1 **Motion to approve PA 18-027** for 1125 Talbot Avenue with a modification of  
2 Finding 2d as discussed and pursuant to the staff report dated May 9, 2018.  
3 Giesen-Fields

4 Seconded by: Jennings

5 AYES: Giesen-Fields, Watty, Jennings, Kent

6 NAYES: None

7 ABSTAINING: None

8 ABSENT: Donaldson

9 **Motion passed, 4-0-0-1**

10  
11 Chair Kent noted the 14-day appeal period.

12  
13 **5-3. PA 18-028 Design Review for a Two-Level Addition at 956 Madison Street** – The  
14 applicant is seeking Design Review approval for a two-level addition at 956  
15 Madison Street. The subject site is 3,750-sq.-ft. lot with a 2-bedroom, 1-  
16 bathroom 884-sq.-ft. house built in 1916. The applicant is proposing a 404-sq.-  
17 ft. ground-level addition and a 452-sq.-ft. second-story addition. The ground  
18 level addition will be a family room and utility room with side entrance, and  
19 the second-story addition will accommodate a new master suite. The exterior  
20 of the addition will be painted fiber-cement board & batten and lap siding to  
21 match the existing home. Gable and shed roof forms are proposed for the  
22 addition. The existing Craftsman-style architecture is proposed to remain. This  
23 will result in a 3-bedroom, 2-bathroom 1,740-sq.-ft. home with a maximum  
24 height of 22'-1". Two off-street parking spaces are proposed in the  
25 driveway/side yard.

26 **Recommendation: Staff recommends that the Planning & Zoning Commission**  
27 **review and approve the proposed project subject to the attached findings**  
28 **and Conditions of Approval.**

29  
30 **CEQA: The project is Categorically exempt pursuant to Section 15303 "New**  
31 **Construction or Conversion of Small Structures."**

32  
33 Commissioner Jennings recused herself from this item and left the room.

34  
35 When asked, Associate Planner Tan reported the subject property is located in the R-2  
36 district, which requires a rear yard setback of 15 feet. The proposed rear-yard setback  
37 complies with the requirement.

38  
39 Commissioner Giesen-Fields indicated the addition, being at the rear of the house, has  
40 little visual impact when viewed from the street. The project is modest in scale, and the  
41 aesthetics work well with the existing structure.

42  
43 **Motion to approve PA 18-028** for 956 Madison Street pursuant to the staff  
44 report dated May 9, 2018. . Giesen-Fields

45 Seconded by: Watty

46 AYES: Giesen-Fields, Watty, Kent

47 NAYES: None

1 RECUSED: Jennings  
2 ABSENT: Donaldson  
3 **Motion passed**, 3-0-1-1  
4

5 Chair Kent noted the 14-day appeal period.  
6

7 **6. PUBLIC COMMENT**  
8

9 None  
10

11 **7. DISCUSSIONS AND POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING**  
12 **ITEMS:**  
13

14 **7-1. PA 18-020 Design Review for New Two-Story Home at 529 Talbot Avenue** – The  
15 applicant is seeking Design Review approval for a new two-story home at 529  
16 Talbot Avenue. The subject site is 3,750-sq.-ft. lot with a 1-bedroom, 1-  
17 bathroom 650-sq.-ft. house at the rear of the lot, built in 1912. The applicant is  
18 proposing to build a new 1,252-sq.-ft. two-story home at the front of the  
19 property. The existing home at the rear is proposed to remain and will be an  
20 accessory dwelling unit. The first floor of the new dwelling is proposed to  
21 include a kitchen, dining, living and half bathroom. The second floor will  
22 include a master bedroom, additional bedroom, and full bathroom. This will  
23 result in a 2-bedroom, 1.5-bathroom 1,252-sq.-ft. home with a maximum  
24 height of 27'-8". The architectural style of the new home is proposed to be  
25 contemporary. Two off-street parking spaces are provided in the existing  
26 driveway.

27 **Recommendation: Staff recommends that the Planning & Zoning Commission**  
28 **review and approve the proposed project subject to the findings and**  
29 **conditions of approval.**  
30

31 **CEQA: The project is Categorically exempt pursuant to Section 15303 "New**  
32 **Construction or Conversion of Small Structures."**  
33

34 Associate Planner Tan presented the staff report dated May 9, 2018.  
35

36 **Emi Sherman**, project designer, reported story poles were installed, and the project was  
37 revised to comply with Commissioners' suggestions. When asked, she indicated the  
38 space beneath the skylight will be used for storage. The bedrooms will have cathedral  
39 ceilings. The applicant chose a pitched roof so the house would not look like a cube and  
40 to have a blend of modern and traditional features.  
41

42 PUBLIC COMMENTS OPENED  
43

44 None  
45

46 PUBLIC COMMENTS CLOSED

1  
2 Chair Kent suggested the three shrubs between the main house and the accessory unit  
3 be placed in planters or moved to another area to prevent their being trampled.  
4

5 Commissioner Giesen-Fields remarked that he was surprised by the height of the story  
6 poles in comparison to neighboring homes. The project is well designed and an  
7 interesting mix of modern textures and form. He appreciated the designer's responses to  
8 Commission comments.  
9

10 Commissioner Watty also appreciated revisions to the project. There is a fair amount of  
11 diversity in the size and scale of nearby buildings, and this project will not be out of  
12 character with them.  
13

14 Commissioner Jennings appreciated the applicant providing an accessory dwelling unit.  
15

16 **Motion to approve PA 18-020** for 529 Talbot Avenue pursuant to the staff  
17 report dated May 9, 2018. Jennings

18 Seconded by: Watty

19 AYES: Giesen-Fields, Watty, Jennings, Kent

20 NAYES: None

21 ABSTAINING: None

22 ABSENT: Donaldson

23 **Motion passed, 4-0-0-1**  
24

25 Chair Kent noted the 14-day appeal period.  
26

27 **8. NEW BUSINESS**

28  
29 **9. ANNOUNCEMENTS/COMMUNICATIONS/DISCUSSION**

30  
31 **9-1. Zoning Clearance – 1035 San Pablo Avenue**

32 **9-2. Solano Avenue Complete Streets Plan**  
33

34 City Planner Hersch reported wireless facilities are located on the roof of the structure,  
35 which makes it a base station under federal regulations. Verizon Wireless submitted an  
36 application under Provision 6409, and staff is required to treat the application as  
37 ministerial. Staff approved the application and issued a Notice of Action. Staff is working  
38 on a Complete Streets plan for Solano Avenue from Masonic east to the City Limit sign.  
39 Staff has planned a walk of the corridor and a design charette on May 30, 5:00-8:30 p.m.  
40

41 **10. NEXT MEETING: May 23, 2018**

42  
43 **11. ADJOURNMENT**  
44

45 The meeting was adjourned at 7:40 P.M.

46 Next regular meeting: Wednesday, May 23, 2018 at 7:00 P.M. at Albany City Hall.

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3 \_\_\_\_\_  
4 Submitted by: Anne Hersch, City Planner  
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7 \_\_\_\_\_  
8 **Jeff Bond, Community Development Director**