



## PLANNING & ZONING COMMISSION

City Hall Council Chambers  
1000 San Pablo Avenue, Albany, CA

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### AGENDA

WEDNESDAY, SEPTEMBER 12, 2018, 7:00 PM

1. **CALL TO ORDER / PLEDGE OF ALLEGIANCE**

2. **ROLL CALL**

3. **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 member of the Commission or a member of the audience requests removal of the items from the Consent Calendar.

**3-1. Planning & Zoning Commission Meeting Minutes July 25, 2018**

Recommendation: Approve Planning & Zoning Commission Meeting Minutes.

**3-2. PA 18-054 Design Review for a Two-Level Addition at 1060 Evelyn Avenue** - The applicant is seeking Design Review approval for two-level addition at 1060 Evelyn Avenue. The subject site is 3,800 sq. ft. lot with a 2 bedroom, 1 bathroom 947 sq. ft. house built in 1926. The applicant is proposing a 304 sq. ft. single story addition and an 899 sq. ft. second story addition to the home. The single-story addition and remodel is proposed to expand the existing kitchen and create a new family/dining room. The second story addition is proposed to accommodate two bedrooms, one bathroom, and a master suite. The exterior of the additions are proposed to be painted stucco and wood siding with a cross-gable roof. This will result in a 4 bedroom, 3 bathroom 2,090 sq. ft. home with a maximum height of 26'-5". Off-street parking is provided garage and driveway.

Recommendation: Staff recommends that the Planning & Zoning Commission continue the matter to a date uncertain so that staff may prepare revised public hearing notices.

CEQA: The project is Categorically exempt from CEQA pursuant to Section 15303 "New Construction or Conversion of Small Structures" of the CEQA Guidelines.

**3-3. PA 18-061 Parking Reduction for Boba Tea Café at 1475 Solano Ave.** - The applicant is seeking Parking Reduction approval for a Nomi Boba Tea Café at 1475 Solano Ave. The subject site is 5,691 sq. ft. lot with an existing 5,561 sq. ft., two story mixed use building built in 1960. The applicant is proposing to occupy the ground level space (formerly Supercuts) with a 1,132 sq. ft. boba tea shop. The business is proposed to be open from 10am-9pm seven days a week. The change of use requires eleven off-street parking spaces. There is no off-street parking for the business.

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



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CEQA: The project is Categorically exempt from CEQA per Section 15332, "In-Fill Development Projects" of the CEQA Guidelines.

#### 4. EX-PARTE COMMUNICATIONS

Ex-parte communications include verbal and written communications between individual Commissioners and a party with a real interest in a pending Commission decision. Ex parte communications should be avoided on matters pending before the Planning & Zoning Commission as they may represent or be perceived to represent evidence that may unfairly influence a Commissioner's decision on a matter before the full Commission. If such contact does occur, the substance of the communication shall be disclosed before the full Commission and public in advance of public hearing items on the agenda. Written ex parte communications shall be forwarded to staff so that it may be disclosed to the full Commission and public.

#### 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 up to three (3) minutes. The Brown Act limits the Commission ability to take and/or discuss items that are not on the agenda; therefore, such items are normally referred to staff for comment or to a future agenda.

#### 6. DISCUSSION & POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:

- 6-1. PA18-060 Design Review & Parking Reduction for 1057 Eastshore (Target)** - The applicant is seeking Design Review and Parking Reduction approval for 1057 Eastshore (Target). The subject site is 9 acres with a 173,362 sq. ft. building (including garden center). The applicant is proposing to demolish the former garden center space (8,082 sq. ft.) and replace it with sidewalk, landscaping areas, and 21 parking stalls. The façade will be restored to match the existing building appearance. The applicant is proposing to reduce on-site parking from 516 off-street parking spaces (where 439 spaces are required) to 377 off-street parking spaces. This will result in a reduction of 62 parking spaces.

Recommendation: Staff recommends that the Planning & Zoning Commission review the proposed application and provide feedback to the applicant and staff. Staff would like to send new notices for this project request as well as PA18-064 (Tentative Parcel Map) for a future hearing date so that the Commission can take action on both requests concurrently.

CEQA: The project is Categorically exempt from CEQA per Section 15301, "Existing Facilities" of the CEQA Guidelines.

- 6-2. PA18-063 Conditional Use Permit, Design Review & Signage for 578 Cleveland Ave., Chef's Touch LLC** - The applicant is seeking Conditional Use Permit, Design Review & Signage approval for a commercial kitchen use at 578 Cleveland Ave. The subject site is 62,400 sq. ft. with an existing 25,189 sq. ft. building built in 1948 and substantially added to in 1973. Most recently the building was occupied by El Cerrito Tires. The applicant is proposing to convert the building to a commercial kitchen with a take-out café, catering services and food truck parking for approximately 60 food trucks. The applicant is proposing to install new siding and signage for the building as well as tenant improvements. The café will operate from 7am-7pm.



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Recommendation: Staff recommends that the Planning & Zoning Commission review the proposed project and provide feedback to the applicant and staff.

CEQA: The project is Categorically exempt from CEQA per Section 15332, "In-Fill Development Projects" of the CEQA Guidelines.

### 7. NEW BUSINESS

None.

### 8. ANNOUNCEMENTS/COMMUNICATIONS/DISCUSSION

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

**8-1.** Solano Avenue Complete Streets Pop-Up Event September 22, 2018.

**9. NEXT MEETING:** Wednesday, September 26, 2018 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave.

### 10. ADJOURNMENT

## NOTICE

As a general policy, the Committee will not begin discussion or consideration of an agenda item after 10:00 pm.

Agendas are posted for public inspection in advance of meetings at the City Hall, the Albany Community Center, and the Albany Senior Center. Agendas and supporting documents can also be found online at: [www.albanyca.org](http://www.albanyca.org). Supporting documents and any public comments received will be made available for public inspection at City Hall. If you have any questions pertaining to any agenda item or meeting procedure, please contact the City Clerk's Office at 510-528-5710 or [cityclerk@albanyca.org](mailto:cityclerk@albanyca.org).

Council and Commission meetings are broadcast live on KALB and streamed live on the City website and YouTube. Audio recordings of Committee meetings will be uploaded to the City website and YouTube within one week of each public meeting. Archives of past City meetings are available on the City website and YouTube. Please note that if you provide your name and address when speaking before the Committee it will become part of the official public record, which will be posted on the Internet and broadcast on KALB.

Pursuant to Government Code Section 65009, if you challenge a decision of the City Council in court, you may be limited to raising only those issues you or someone else raised at a public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

The decision of the City Council is final as of the date of its decision unless judicial review is initiated pursuant to California Code of Civil Procedure Section 1094.5. Any such petition for judicial review is subject to the provisions of California Code of Civil Procedure 1094.6.

In compliance with the Americans with Disabilities Act (ADA), and State Law, if you need special assistance to participate in this meeting, please contact the City Administration Office 510-528-5710. Notification 48 hours prior



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to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102.104 ADA Title II)". Upon request, we will provide written agenda materials in appropriate alternate formats, of disability related modification or accommodation, including auxiliary aids or services to enable individuals with disabilities to participate in public meetings. Please deliver a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two (2) days before the meeting. Request should be sent to: [cityclerk@albanyca.org](mailto:cityclerk@albanyca.org) or City Clerk, 1000 San Pablo Avenue, Albany, CA 94706.

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