



PLANNING & ZONING COMMISSION

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

AGENDA

WEDNESDAY SEPTEMBER 26, 2018, 7:00 PM

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

2. **ROLL CALL**

3. **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.

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

4-1. **September 12, 2018 Planning & Zoning Commission Meeting Minutes**

Recommendation: Staff recommends that the Planning & Zoning Commission review and approve the meeting minutes.

- 4-2. **PA 18-054 Design Review and Conditional Use Permit for a Two-Level Addition at 1060 Evelyn Avenue-** The applicant is seeking Design Review and Conditional Use Permit 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. rear 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 includes two bedrooms, one bathroom, and a master suite. The building exterior is proposed to be painted stucco and wood siding with a cross-gable roof. A Conditional Use Permit is required to vertically extend the existing non-conforming north wall which is set back 3.6 feet from the property line. This will result in a 4 bedroom, 3 bathroom 2,090 sq. ft. home with a maximum height of 26'-5". Two off-street parking spaces are provided in the driveway.

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



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

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. **Study Session PA 18-043 Design Review & Parking Exception for a First Floor & Second Story Addition at 1110 Ordway Street-** The applicant is seeking Design Review and Parking Exception approval for a first floor and second-story addition at 1110 Ordway Street. The subject site is a 3,500 sq. ft. lot with a 2 bedroom, 1 bathroom 1,166 sq. ft. house built in 1941. The applicant is proposing to add a total of 739 sq. ft. to the existing home. The main level addition is 363 sq. ft. and will include an expanded kitchen/living room and new storage room. A 376 sq. ft. second story addition is proposed to accommodate a new master suite with balcony. The existing Spanish Revival style appearance of the home is proposed to remain. This will result in a 3 bedroom, 2.5 bathroom 1,905 sq. ft. home with a maximum height of 26'-7". One parking space is provided in the existing garage. A Parking Exception is required to allow the second off-street parking space in the front yard setback.

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

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

9. NEXT MEETING: Wednesday October 10, 2018 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave.

10. ADJOURNMENT



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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. 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.

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 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 or City Clerk, 1000 San Pablo Avenue, Albany, CA 94706.

The City of Albany is dedicated to maintaining its small town ambience, responding to the needs of a diverse community, and providing a safe, healthy and sustainable environment.