



PLANNING & ZONING COMMISSION

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

AGENDA

WEDNESDAY, January 9, 2019, 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. **Planning & Zoning Commission Meeting Minutes November 28, 2018**

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

- 4-2. **PA 18-087 Design Review for a Single-Story Addition at 963 Neilson Street** - The applicant is seeking Design Review approval for a single-story addition at 963 Neilson Street. The subject site is 6,442.5 sq. ft. sloped lot with a 2 bedroom, 1 bathroom 1,270 sq. ft. house built in 1915. The applicant is proposing a 960 sq. ft. addition on the south and west portions of the existing home. The covered porch area of the home is proposed to be increased by 100 sq. ft. The addition, along with interior reprogramming, will result in a 3 bedroom, 3.5 bathroom, 2,330 sq. ft. home with a maximum height of 24'-3". The architectural style of the home is proposed to change from Craftsman to Spanish Revival in appearance. Parking is provided in the new attached two-car garage proposed at the front of the property.

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

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



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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 18-090 Design Review and Conditional Use Permit for a New Mixed-Use Residential Building at 904 Masonic Avenue-** The applicant is seeking Design Review and Conditional Use Permit approval for a new mixed-use building at 904 Masonic Avenue. The subject site is 3,751 sq. ft. lot with an existing 980 sq. ft. single story structure built in 1924. The applicant is proposing to demolish the existing structure and construct a new mixed-use building with a commercial ground level and four residential units above. Each residential unit is proposed to have 2 bedrooms, 1 bathroom and be 752 sq. ft. The building is proposed to be contemporary in design with exterior balconies and a roof top deck resulting in a maximum height of 35 ft. Three off-street parking spaces are provided at the rear. A Conditional Use Permit is required to waive one off-street parking space.

Recommendation: Staff recommends that the Planning & Zoning Commission review the proposed project and provide feedback to the applicant and staff. This is a study session and no action will be taken.

CEQA: The project is Categorically Exempt pursuant to Section 15332 "In-Fill Development Projects" of the California Environmental Quality Act.

7. NEW BUSINESS

7-1. Proposed Zoning Code Amendments to Sections 20.24.020 "Site Regulations by District: Residential"- Per the Planning & Zoning Commission's request, staff is bringing back draft language for clarity. The Planning & Zoning Commission reviewed and acted on draft Zoning Code Amendment language on November 14, 2018. No action will be taken.

Recommendation: Staff recommends that the Planning & Zoning Commission review the draft language for clarification. No action will be taken.

CEQA: The project is exempt pursuant to Section 15061(b)(3).

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.



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9. **NEXT MEETING:** Wednesday, January 23, 2019 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please Note: there are no public meetings in August.

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. 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.