



PLANNING & ZONING COMMISSION

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

AGENDA

WEDNESDAY, March 13, 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 February 13, 2019**

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

4-2. **PA18-066 Design Review and Parking Reduction for a Basement Conversion to a New Dwelling Unit at 844 Ramona Avenue**-The applicant is seeking Design Review and Conditional Use Permit approval for a new dwelling unit at 844 Ramona Avenue. The subject site is a 3,500 sq. ft. lot located in the Solano Commercial Zoning District with an existing 4 bedroom, 3 bathroom, 1976 sq. ft. house built in 1937. The applicant is proposing to convert 441 sq. ft. of existing lower-level space into a new residential unit. The second unit is proposed to accommodate a kitchen, bathroom, and sleeping quarters. The project scope is limited to the interior of the existing building. No exterior modifications are proposed. A Conditional Use Permit is required to waive one off-street parking space.

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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- 4-3. PA 19-015 Design Review & Conditional Use Permit for a Second-Story Addition at 1054 Neilson Street-** The applicant is seeking Design Review and Conditional Use Permit approval for a second-story addition at 1054 Neilson Street. The subject property is a 5,000 sq. ft. lot with a 3 bedroom, 1 bathroom, 1,301 sq. ft. house built in 1923. The applicant is proposing an 876 sq. ft. second story addition setback approximately 6 feet from the building face. The addition is proposed to accommodate a master suite, two bedrooms, and a shared bathroom. The existing Craftsman style of the home is proposed to remain. This will result in a 4 bedroom, 3 bathroom, 2,177 sq. ft. home with a maximum height of 27'-10". A Conditional Use Permit is required to vertically extend the existing nonconforming north wall located 4.40 feet from the property line where 5 ft. is required. Two off-street parking spaces are provided in the existing driveway.

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

- 4-4. PA 19-011 Design Review for a New Duplex at 1051 Kains Avenue-** The applicant is seeking Design Review approval for a new duplex at 1051 Kains Avenue. The subject site is a 3,750 sq. ft. lot with a 2 bedroom 1 bathroom, 1,189 sq. ft. house built in 1912. The existing home is proposed to be demolished and a new duplex is proposed to be built. Both units are proposed to include two bedrooms, one bathroom, and each unit be 974 sq. ft. The applicant is proposing a contemporary architectural design for the exterior of the structure with hardi-plank siding, cedar fascia, aluminum-bronze windows, a skylight, and outdoor patio area. This will result in a new 1,888 sq. ft. duplex with a maximum height of 26'7". Four off-street parking spaces are proposed at the rear 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 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. PA19-014 Design Review & Conditional Use Permit for a Two-Level Addition at 1146 Evelyn Avenue** - The applicant is seeking Design Review and Conditional Use Permit



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approval for a two-level addition at 1146 Evelyn Avenue. The subject lot is a 6,445 sq. ft. lot with a 2 bedroom, 1 bathroom, 1,696 sq. ft. house built in 1950. The applicant is proposing to add 636 sq. ft. to the first floor and 263 sq. ft. to the second floor. The project scope includes a complete interior reconfiguration. An additional 3 bedrooms and 2 bathrooms is proposed for the main dwelling. The existing architecture of the home is proposed to change to contemporary in appearance. This will result in a 5 bedroom, 3 bathroom, 2,378 sq. ft. home with a maximum height of 27'-6". A Conditional Use Permit is required to vertically extend the southeast wall of the home located approximately 5 ft. into the required 20 ft. creek setback area. Parking is provided in the existing garage and parking pad.

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

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

- 6-2. PA 19-013 Design Review & Conditional Use Permit for a Building Lift & 2nd Story Deck Enclosure at 825 Carmel Avenue-** The applicant is seeking Design Review and Conditional Use Permit approval for a building lift and 2nd story deck enclosure at 825 Carmel Avenue. The subject property is a 3,500 sq. ft. lot with a 2 bedroom, 1 bathroom, 1,270 sq. ft. split-level house built in 1925. The applicant is proposing to unsplit and raise the maximum height of the home approximately 2 ft. to accommodate interior remodeling. The proposed building lift will result in legal ceiling height in the existing basement area. The project scope includes a 11 sq. ft. deck enclosure off the rear of the building to accommodate a new bathroom and additional closet space. The existing Spanish Colonial style of the home is proposed to remain. This will result in a 2 bedroom, 2 bathroom, 1,281 sq. ft. home with a maximum height of 23 feet. A Conditional Use Permit is required to vertically extend the existing south wall located 0.4' from the property line.

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

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

- 6-3. PA 19-009 Design Review for a New Two-Story Duplex at 936 Madison Street-** The applicant is seeking Design Review approval for a new two-story duplex at 936 Madison street. The subject site is a 3,750 sq. ft. lot with 465 sq. ft. garage structure. The applicant is proposing to demolish the existing garage and construct a two-story, 1,562 sq. ft. duplex. The 1st floor is proposed to accommodate a 1 bedroom, 1 bathroom, 579 sq. ft. dwelling unit. The 2nd floor is proposed to accommodate a 3 bedroom, 1 bathroom, 983 sq. ft. dwelling unit. The architecture style is proposed to be Bungalow in appearance with stucco/cement board siding and a metal gable roof. Two off-street parking spaces



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are proposed under a cantilevered portion of the building frontage and one space is provided in the side yard toward the rear of the property. This will result in a new two-story, 1,562 sq. ft. duplex with a maximum height of 22'-11".

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

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

7-1. Resolution of Intention for to Establish a Zoning Designation at Cleveland Ave. & Washington Ave.- The Planning & Zoning Commission will review and consider a Resolution 2019-04, a Resolution of Intention to establish a zoning designation for the parcel located at the northeast corner of Cleveland and & Washington Avenue.

Recommendation: Staff recommends that the Planning & Zoning Commission adopted Resolution of Intention 2019-04.

CEQA: The project is exempt from CEQA pursuant to Section 15162 "Subsequent EIRS and Negative Declarations" of the CEQA Guidelines.

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.

None.

9. NEXT MEETING: Wednesday, March 27, 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.



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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.