



## PLANNING & ZONING COMMISSION

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

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### AGENDA

WEDNESDAY, July 10, 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. **PA 19-038 Design Review and Parking Reduction for a Single-Story Addition at 530 Cornell Avenue**-The applicant is seeking Design Review and Parking Reduction approval for a single-story addition at 530 Cornell Avenue. The subject lot is a 5,000 sq. ft. lot with a 3 bedroom, 1.5 bathroom, 1,877 sq. ft. home built in 1937. The applicant is proposing to add 328 sq. ft. to the existing single-story home. The addition is proposed to accommodate an expansion to the kitchen and master bedroom. The project scope includes adding a new pantry and washer/dryer area. The addition to the home is proposed to be modern in appearance with a shed roof and horizontal wood paneling on the exterior. A new wood deck off the rear of the home is proposed to provide access to the rear yard area. This will result in a 3 bedroom, 2 bathroom, 2,203 sq. ft. home with a maximum height of 22 feet. A Parking Reduction is required to waive one off-street parking space triggered with the project scope.

**Recommendation:** Staff recommends that the Planning & Zoning Commission review and approve the proposed project request 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



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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. **This is the only opportunity in the meeting to address the Commission on matters not on the agenda.**

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

- 6-1. **PA 19-037 Design Review & Variance for a New Two-Story Single-Family Home at 1198 Curtis Street** - The applicant is seeking Design Review and Variance approval for a two-story single-family home at 1198 Curtis Street. The subject site is an 8,176 sq. ft vacant lot. The applicant is proposing to build a 4 bedroom, 3.5 bathroom, 2,301 sq. ft. two-story single family home with a maximum height of 28 ft. The exterior of the home is proposed to be Craftsman/Modern style with board & batten and 6” shiplap siding. Aluminum clad windows and doors are proposed throughout the home with gable and hipped roof forms. A variance is required to decrease the rear yard setback from 20 ft. to 12 ft. to comply with setback requirements from the Cordonices Creek. Two off-street uncovered parking spaces are proposed to be located on the driveway pad.

**Recommendation:** Staff recommends that the Planning & Zoning Commission review and approved 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.

### 7. NEW BUSINESS

- 7-1. **Draft Climate Action and Adaptation Plan Strategies-** Staff will present an overview of the planning process and discussion of the planning and zoning sector goals and actions in the draft Climate Action & Adaptation Plan.

**Recommendation:** Review draft document, provide comments, and make a recommendation to Council to approve the Climate Action and Adaptation Plan.

**CEQA:** N/A

- 7-2. **Association of Bay Area Governments(ABAG)/Metropolitan Transportation Commission (MTC) Planned Development Area (PDA) Update** - ABAG/MTC is requesting a letter of interest from City staff regarding potential modifications to land use policies and regulations in the San Pablo & Solano Mixed Use Neighborhood Priority Development Area.

**Recommendation:** Provide feedback to staff.

**CEQA:** N/A



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### 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, July 24, 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](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 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)



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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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