



PLANNING & ZONING COMMISSION

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

AGENDA

WEDNESDAY, October 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 September 25, 2019**

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

4-2. **PA19-047 Design Review for a Two-Level Rear Addition and Conversion at 970 Ventura Avenue-** The applicant is seeking Design Review approval for a two-level rear addition and conversion at 970 Ventura Ave. The subject property is a 5,950 sq. ft. lot with an existing 2 bedroom, 2 bathroom, 2,329 sq. ft. house built in 1915. The applicant is proposing to build a 112 sq. ft. addition at the rear of the home to accommodate a new interior spiral staircase for the home. The project scope includes adding a new bathroom, laundry room and legalizing an unpermitted bedroom in the existing lower level, adding 387 sq. ft. to the home. The exterior of the addition is proposed to be painted stucco. Wood clad windows are proposed throughout the home. This will result in a 3 bedroom, 3 bathroom 2,828 sq. ft. home with a maximum height of 21'-10". Parking is provided in the existing driveway.

Recommendation: Staff recommends that the Planning & Zoning Commission review and approved 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. **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. PA19-051 Design Review for a Single-Story Rear Addition at 731 Talbot Avenue- The applicant is seeking Design Review approval for a single-story rear addition at 731 Talbot Avenue. The subject property is a 3,750 sq. ft. lot with a 2 bedroom, 1 bathroom 876 sq. ft. home built in 1926. The applicant is seeking to build a 741 sq. ft. single story addition at the rear of the existing home. The addition is proposed to accommodate 1 bedroom, 1 bathroom and 2 art studios. A gable roof is proposed for the addition and the exterior is proposed to be clad in painted cement plaster. A new rear deck is proposed off the addition. The architectural style of the addition will juxtapose the existing home. This will result in a 3 bedroom, 2 bathroom 1617 sq. ft. home with a maximum height of 17 feet. Two off-street parking spaces are provided in the existing driveway.

Recommendation: Staff recommends that the Planning & Zoning Commission review and provide feedback to staff. Draft Conditions of Approval are provided should the Commission decide to take action.

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. **Study Session PA19-050 Design Review & Conditional Use Permit for a House Lift and Two-Level Rear Addition at 1215 Portland Avenue-** The applicant is seeking Design Review & Conditional Use Permit approval for a house lift and two-level addition at 1215 Portland Ave. The subject property is a 5,000 sq. ft. lot with a 5 bedroom, 2 bathroom 1,876 sq. ft. house built in 1915 and renovated in 2007. The applicant is proposing to lift the building 3 ft. and build a 156 sq. ft. addition at the rear of the property. The project scope includes an entire reconfiguration of the interior programing. The ground floor is proposed to accommodate the kitchen, dining, living room, office room and ½ bathroom. The upper floor is proposed to accommodate 4 bedrooms, 2 bathrooms and a family room. The entry to the home is proposed to be located to the ground floor. This will result in a 4 bedroom, 3.5 bathroom 1,942 sq. ft. home with a maximum height of 25 feet. A Conditional Use Permit is required to horizontally and vertically extend northeast wall which has a setback of 4’10 and 7.5 ft. is required. Parking is provided in the driveway.

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



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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.

7. NEW BUSINESS

7-1. Resolution of Intention 2019-09 to amend Chapter 20 “Planning & Zoning” to require all electric utilities for new buildings in the City of Albany.

Recommendation: That the Planning & Zoning Commission adopt Resolution 2019-09 to amend Chapter 20 “Planning & Zoning” to require all electric utilities for new buildings in the City of Albany.

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.

8-1. Vincent Labiano Abello vs. City of Albany

9. NEXT MEETING: Wednesday, October 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.



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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.