



**MINUTES OF THE REGULAR MEETING
WEDNESDAY, SEPTEMBER 25, 2019, 7:00 P.M.**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

Chair Watty called the regular meeting of the Planning and Zoning Commission to order in the City Council Chambers at 7:00 P.M. on Wednesday, September 25, 2019.

2. ROLL CALL

Present: Kent, MacLeod, Jennings, Watty
Absent: Donaldson
Staff Present: Associate Planner Christopher Tan
Planning Manager Anne Hersch

3. EX PARTE COMMUNICATION DISCLOSURES

None

4. CONSENT CALENDAR

4-1. Planning & Zoning Commission Meeting Minutes September 11, 2019

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

Commissioner Kent requested his comment on line 26 of page 6 be deleted. The size of the proposed trees is appropriate because of the overhead electrical lines.

Motion to approve the meeting minutes of September 11, 2019 as amended. Kent

Seconded by MacLeod

AYES: Kent, MacLeod, Watty

NAYES: None

ABSTAINING: Jennings

ABSENT: Donaldson

Motion passed, 3-0-1-1

5. PUBLIC COMMENT

Clay Larson remarked that the amount of time allotted to each public speaker should be based on the number of speakers addressing an item. A limit of five minutes per speaker may be appropriate when one or two members of the public wish to address an item.

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

6-1. PA 19-036 Design Review for a Two-Level Addition at 1036 Ramona Avenue – The applicant is seeking Design Review approval for a second-story addition at 1036 Ramona



PLANNING & ZONING COMMISSION

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

1 Avenue. The subject property is a 4,200-sq.-ft. lot with a 3-bedroom, 1-bathroom, 1,061-
2 sq.-ft. house built in 1928. The applicant is proposing to add a 1,199-sq.-ft. second-story
3 addition to the home. The proposed interior reprogramming and remodel will
4 accommodate 4 bedrooms and 3 bathrooms on the second floor. The first story is
5 proposed to accommodate the kitchen, dining, powder, and living rooms. Front and rear
6 porches are proposed for the home along with a second-story balcony. The existing
7 traditional architecture is proposed to remain. This will result in a 4-bedroom, 3.5-
8 bathroom, 2,157-sq.-ft. home with a maximum height of 27'-2". Parking is provided in the
9 existing garage and driveway.

10
11 **Recommendation:** Staff recommends that the Planning & Zoning Commission review
12 the proposed project and provide feedback to the applicant and staff. Draft findings and
13 Conditions of Approval are included should the Commission move to take action.
14

15 **CEQA:** The project is Categoricaly exempt from CEQA pursuant to Section 15303 "New
16 Construction or Conversion of Small Structures" of the CEQA Guidelines.
17

18 Associate Planner Christopher Tan presented the staff report dated September 25, 2019.
19

20 **Tom Zhang**, project architect, reported the current proposal responds to Commissioners'
21 comments about the roof, preservation of the original front facade, and landscaping at the front
22 of the house. The second-floor addition has been pushed toward the rear of the house so that
23 the existing front facade and bay window remain intact. The bay window will be replaced with an
24 energy-efficient window of the same style. All other windows will match the original window style
25 with true divided lites. Wood siding will be used on the exterior walls. The roof will have a single
26 gable so that it is consistent with homes in the neighborhood. He intends to keep the roof height
27 as low as possible. If necessary, a condition of approval can be added to require the pitch of the
28 addition's roof match the existing roof. The bay window at the rear has been moved, but the
29 cantilever on the left side remains. Without the cantilever, the two bedrooms would not be livable.
30

31 PUBLIC HEARING OPENED

32
33 **Speaker**, 1034 Ramona Avenue, expressed concern about demolition of the home releasing lead
34 paint , which could affect her unborn child.
35

36 Planning Manager Anne Hersch reported standard conditions of approval contain mitigation
37 requirements for the removal of lead paint. Commissioner MacLeod shared some requirements
38 the contractor will have to follow when removing the siding.
39

40 PUBLIC HEARING CLOSED

41
42 Commissioner Kent was satisfied with the building shape. Mr. Zhang has provided a nice
43 landscape plan with details. The landscape plans shows *Pittosporum undulatum*, which is a big
44 tree. The landscape architect may have meant *Pittosporum eugenioides*.
45

46 Commissioner Jennings noted the modifications respond to Commissioners' comments. She
47 liked the preservation of the existing facade. The second-floor addition could step back or be
48 softened a bit more, but the current design is acceptable. The architect has simplified the design.



PLANNING & ZONING COMMISSION

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

1
2 Commissioner MacLeod felt preserving the front gable helps the design. The two different pitch
3 lines for the gables bothered him a bit, but he would not insist on a change. The small gable for
4 the entryway appears to be jammed into the other part of the structure and should be redesigned
5 so that the original gable and bay window are a standalone piece. He especially did not like the
6 small gable overlapping the bay window. The open floor plan is appropriate. The addition will be
7 seismically unsound if the architect does not make structural changes. The size of the house is
8 appropriate for the lot. The windows have a good pattern and rhythm. Fiber-cement board can
9 create the same look as wood siding and will last much longer. The Commission could require
10 siding that matches the existing look and feel without designating the material.

11
12 Chair Watty recalled the Commission discussed preserving the original materials on the original
13 house and using Hardie board and aluminum-clad wood windows for the addition. The current
14 design proposal and the use of high-quality materials is good. The addition needs to acknowledge
15 and complement the original structure rather than overwhelm it. The porch competes with the
16 small scale and narrow width of the original structure. The addition's floor plan could be reduced
17 somewhat so that the addition can be moved back and the roof form modified. The gable does
18 not create living space within the addition. With a couple of tweaks, the design could be
19 exceptional.

20
21 Commissioner MacLeod indicated the house is not a historical structure, and the City does not
22 have a historical preservation ordinance. He appreciated comments about preserving the front
23 facade, and the applicant made a good faith effort to move the addition back. The addition would
24 not be livable if the size is reduced. The porch could be recessed from the gable and bay window.

25
26 **Mr. Zhang** explained that he attempted to preserve the front facade and create a welcoming
27 entrance. Options were a pitched roof and a smaller porch. He agreed to push the porch back
28 and make the gable thinner. The bay window would extend past the porch. He agreed to remove
29 the gable and retain the corner porch columns.

30
31 Chair Watty could agree to staff working with the applicant to revise the porch design in response
32 to Commissioners' comments.

33
34 Commissioner MacLeod suggested the roof not extend to line A shown on the plans and the
35 column be placed on line A.

36
37 Planning Manager Hersch noted the plans show an increase in the first floor's ceiling height from
38 8 feet 6 inches to 9 feet 6 inches. The increase could be eliminated or reduced in order to reduce
39 the building's volume.

40
41 Chair Watty remarked that the applicant could reduce the ceiling height instead of moving the
42 addition back.

43
44 Commissioner Kent related that pushing back the porch even with the bay window would resolve
45 his concerns.

46
47 Commissioner Jennings concurred with Commissioner Kent. The project with modification of the
48 porch meets the criteria such that the Commission could approve it.



PLANNING & ZONING COMMISSION

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

1
2 **Motion to approve PA 19-036** for 1036 Ramona Avenue pursuant to the proposed
3 findings and Conditions of Approval with an additional condition of approval requiring the
4 applicant to work with staff to modify the porch such that it does not extend beyond line A
5 shown on page A.2.1 of the plan set. Staff may approve the porch modification. Jennings
6 Seconded by MacLeod
7 AYES: Kent, MacLeod, Jennings, Watty
8 NAYES: None
9 ABSTAINING: None
10 ABSENT: Donaldson
11 **Motion passed, 4-0-0-1**

12
13 Chair Watty noted the 14-day appeal period.

14 15 **7. NEW BUSINESS**

16 17 **7-1. Senate Bill 2 Building Homes & Jobs Act**

18
19 **Recommendation:** Receive report

20
21 **CEQA:** N/A

22
23 Planning Manager Hersch presented the staff report dated September 25, 2019. Over the next
24 year, the Planning & Zoning Commission will develop General Plan and Housing Element
25 implementation policies that relate directly to housing. Urban Field Design Studio will be the City's
26 consultant.

27
28 In response to questions, Planning Manager Hersch advised that PlaceWorks, who has
29 contracted with the State, will review the City's application before it is submitted to the Department
30 of Housing and Community Development (HCD). The deadline to apply for the first round of
31 funding is November. The City could receive funds in the next month or so, but its application
32 must be submitted and approved. The application must show the potential housing unit capacity.
33 To satisfy grant requirements, the City will amend the Zoning Code. The primary focus will be
34 San Pablo Avenue.

35 36 **8. ANNOUNCEMENTS/COMMUNICATIONS/DISCUSSION**

37
38 Chair Watty shared historical maps and photos of Solano Avenue.

39
40 Commissioner MacLeod announced he has been invited to participate in the Integrated
41 Sustainable Design Committee for Albany Unified School District.

42
43 **9. NEXT MEETING** – Wednesday, October 9, 2019, 7:00 p.m., City Hall Council Chambers, 1000
44 San Pablo Avenue

45 46 **10. ADJOURNMENT**

47
48 The meeting was adjourned at 7:57 p.m.



PLANNING & ZONING COMMISSION
City Hall Council Chambers
1000 San Pablo Avenue, Albany, CA

1
2
3
4
5
6
7
8

Submitted by: Anne Hersch, Planning Manager

Jeff Bond, Community Development Director