



PLANNING & ZONING COMMISSION

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

AGENDA

WEDNESDAY, January 22, 2020, 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 December 11, 2019

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

4-2. PA 19-072 Design Review and Parking Exception for a Single-Story Rear Addition at 1502 Posen Avenue- The applicant is seeking Design Review and Parking Exception approval for a single-story rear addition at 1502 Posen Avenue. The subject site is a 6,930 sq. ft. lot with an existing 3 bedroom, 1 bathroom 1,786 sq. ft. home built in 1921. The applicant is proposing a 340 sq. ft. addition at the rear of the existing home. The addition is proposed to expand an existing bedroom and kitchen area at the rear of the home. The exterior of the addition is proposed to be clad in painted stucco and will have a gable roof to match the existing home. This will result in a 3 bedroom, 2 bathroom, 2,126 sq. ft. home with a maximum height of 22'-10". A Parking Exception is required to allow one off-street parking space in the required front setback area.

Recommendation: Staff recommends that the Planning & Zoning Commission review and approve the project request subject to the 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 19-070 Conditional Use Permit for a Kiri Tara Spa at 1488 Solano Avenue-** The applicant is seeking a Conditional Use Permit for a massage establishment at 1488 Solano Avenue. The subject site is a 2,324 sq. ft. lot with an existing 3,663 sq. ft. commercial building built in 1940. The applicant is proposing a new massage establishment by the name of Kiri Tara Spa. The subject tenant space measures approximately 570 square feet. A maximum of 5 employees are expected to be on site at any given time. The proposed operational hours are 11:30am to 8:30pm daily. The proposed use does not increase required off-street parking. A Conditional Use Permit is required for all massage establishments in the City of Albany. There are no exterior building modifications proposed under this project scope.

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

CEQA: The project is Categoricaly exempt from CEQA pursuant to Section 15332 "In-Fill Development Projects" 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. PA19-050 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, two-level addition, and an entire reconfiguration of the interior programing 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 ground floor is proposed to accommodate the kitchen, dining, living room, office room and 1.5 bathrooms. The second floor is proposed to include 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. Two off-street parking spaces are provided in the driveway. A study session was previously held on October 9, 2019.

Recommendation: The applicant requested that this matter be agendized for Commission review. Draft findings and Conditions of Approval are included should the Commission decide to take action.

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



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- 6-2. **Study Session ** PA 19-067 Design Review for a New Single-Family Home at 836 Hillside Avenue-** The applicant is seeking Design Review approval for a new single-family home at 836 Hillside Avenue. The subject site is a 6,237 sq. ft. vacant lot located in the R-1 Zoning District with the Hillside Overlay. The applicant is proposing to build a new 4 bedroom, 3.5 bathroom, 3,209 sq. ft. two-story home with a maximum height of 28'-11". The home is proposed to be contemporary in appearance with a combination of wood, vertical board-form concrete, and stucco cladding on the exterior of the home. Exterior decks and a courtyard are proposed for the home. Parking is proposed in the attached two-car garage located at the front of the property. This is a study session and no action will be taken on this project.

Recommendation: The Planning & Zoning Commission review the 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 from CEQA pursuant to Section 15303 "New Construction or Conversion of Small Structures" of the CEQA Guidelines.

7. NEW BUSINESS

- 7-1. Proposal for Forum on Housing in Albany** - The City Council has authorized the Social and Economic Justice Commission (SEJC) to organize a housing forum to be scheduled in Spring 2020 on new housing laws, solicit and explore different voices on how the City can be best positioned to respond, learn about the nature of the "housing crisis," housing affordability and the impact of housing cost on people experiencing homelessness. The City Council requested that representatives of the SEJC consult with the Planning & Zoning Commission for direction.

Recommendation: The Planning & Zoning Commission receive the presentation from the Social and Economic Justice Committee representative and provide feedback.

CEQA: N/A

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. None.**

- 9. NEXT MEETING:** Wednesday, February 12, 2020 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please Note: there are no public meetings in August.

10. ADJOURNMENT



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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.