



PLANNING & ZONING COMMISSION

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

AGENDA

WEDNESDAY, March 11, 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 February 12, 2020**

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

4-2. **PA20-008 Design Review for a Two-Level Addition at 954 Talbot Avenue-** The applicant is seeking Design Review approval for a two-level addition at 954 Talbot Avenue. The subject property is a 5,000 sq. ft. lot with an existing 3 bedroom, 1.5 bathroom, 1,596 sq. ft. single family home built in 1929. The applicant is proposing a total of 822 sq. ft. of area to the home. The project scope includes remodeling and expanding the existing kitchen and adding a new master suite on the proposed 2nd story of the home. This will result in a 4 bedroom, 2.5 bathroom, 2,418 sq. ft. home with a maximum height of 25'-5". The Mediterranean architecture of the home is proposed to remain. Two off-street parking spaces are provided in the detached garage and driveway.

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 Categorically 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 20-005 Conditional Use Permit for Tonpai Thai Massage at 900 Santa Fe Avenue-** The applicant is seeking a Conditional Use Permit for Tonpai Thai Massage at 900 Santa Fe Avenue. The subject site is a 2,486 sq. ft. lot with an existing 3,339 sq. ft. commercial building built in 1928. The applicant is proposing a new massage establishment by the name of Tonpai Thai Massage in 970 sq. ft. upstairs tenant space. A maximum of 5 employees are expected to be on site at any given time. The proposed operational hours are 10:00am to 8:00pm daily. The proposed use does not increase the off-street parking requirement. 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 Categorical 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. **Study Session** **Study Session** Review of a New Residential Mixed-Use Building at 1600 Solano Avenue-** The applicant is seeking preliminary feedback for a new residential mixed-use building at 1600 Solano Avenue. The subject property is a 5,127 sq. ft. lot with an existing 1,543 sq. ft. commercial building built in 1925. The subject site is zoned Solano Commercial. The applicant previously received approval for PA10-019 that included a 6,200 sq. ft. commercial building. The project approvals are expired and the scope was not pursued. The applicant is proposing to utilize California State Density Bonus Law to construct a mixed-use building with 18 residential units and a dental practice on the ground floor. The proposed project will require waivers and concessions from the Zoning Code to allow a 45 foot height limit and to reduce the parking requirements. Four off-street parking spaces are proposed for the project. This is a study session and no action will be taken on this item.

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 Categorical exempt from CEQA pursuant to Section 15332 "In-Fill Development Projects" of the CEQA Guidelines.



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- 6-2. Proposed Amendments to Chapter 20.20.080 “Secondary Residential Units” of the Albany Municipal Code-** The City of Albany Planning & Zoning Commission will hold a public hearing to consider proposed amendments to Chapter 20.20.080 “Secondary Residential Units” of the Albany Municipal Code and forward a recommendation to the Albany City Council.

Recommendation: The Planning & Zoning Commission review and adopt Resolution 2020-01 forwarding a recommendation to the City Council to adopt amendments to Accessory Dwelling Unit regulations.

CEQA: The project is exempt pursuant to Section 15061(b)(3).

- 6-3. Proposed Amendments to 20.20.040 “Home Occupations” of the Albany Municipal Code-** The of Albany Planning & Zoning Commission will review Resolution of Intention 2020-02 initiating amendments to Chapter 20.20.040 “Home Occupations” of the Albany Municipal Code.

Recommendation: The Planning & Zoning Commission review and adopt Resolution 2020-02 a Resolution of Intention to amend Chapter 20.20.040 “Home Occupations” of the Albany Municipal Code.

CEQA: The project is exempt pursuant to Section 15061(b)(3).

7. NEW BUSINESS

- 7-1. None.

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. San Pablo Avenue Specific Plan Meeting on Monday March 30, 2020 at the Albany Community Center**

- 8-2. Albany Hill Residential Development Update- Trumark Homes is no longer pursuing a development project.**

- 9. NEXT MEETING:** Wednesday, March 25, 2020 7:00 pm, City Hall Council Chambers, 1000 San Pablo Ave. Please Note: there are no public meetings in August.

10. ADJOURNMENT

NOTICE



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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.