



PLANNING & ZONING COMMISSION

Virtual Meeting
Albany, CA 94706

VIRTUAL MEETING AGENDA ALBANY PLANNING & ZONING COMMISSION

WEDNESDAY May 26, 2021, 7:00 PM

COVID-19 NOTICE – PUBLIC MEETING GUIDELINES

Consistent with Executive Orders No. N-29-20 from the Executive Department of the State of California and the Alameda County Health Officer's Shelter in Place Order effective March 17, 2020, City Hall will not be open to the public and the Planning & Zoning Commission will be participating in meetings via phone/video conferencing. The public is invited to watch and submit comments via the methods below:

How to watch the meeting from home:

1. Meetings are streamed live and recorded on [YouTube](https://www.YouTube.com/AlbanyKALB) (www.YouTube.com/AlbanyKALB)
2. To listen to the meeting by phone, please call 1 (669) 900-9128 at the noticed meeting time, then enter **Webinar ID 990 5654 2995**, follow by "#". When asked for a participant ID or code, press "#". Instructions on how to join a meeting by phone are available at <https://support.zoom.us/hc/en-us/articles/201362663>
3. To observe the meeting by video conference, please go to:
<https://albanyca.zoom.us/j/99056542995>
After registering, you will receive a confirmation email containing information about joining the webinar. Instructions on how to join a meeting by video conference are available at <https://support.zoom.us/hc/en-us/articles/201362193%20>
4. Recorded meetings will also be available for viewing on City website within 48 hours after the meeting. <https://www.albanyca.org/recreation/kalb-community-media/city-video-public-meetings>

How to submit Public Comment:

1. Members of the public may submit comments in writing by emailing the Planning & Zoning Commission directly at pzc@albanyca.org with the agenda item identified in the subject line of the email or by mail to City of Albany – Planning Department Staff, 1000 San Pablo Avenue, Albany, CA 94706. All written comments received by 12 PM on the day of the meeting will be posted on the City website in advance of the meeting.
2. To comment by video conference, click the "Raise Your Hand" button to request to speak when Public Comment is being taken on the Agenda item. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will then be re-muted. Instructions of how to "Raise Your Hand" is available at <https://support.zoom.us/hc/en-us/articles/205566129%0D-Raise-Hand-In-Webinar>
3. To comment by phone, you will be prompted to "Raise Your Hand" by pressing "*9" to request to speak when public comment is being taken on the Agenda item. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. You will be re-muted after the allotted time.



PLANNING & ZONING COMMISSION

Virtual Meeting
Albany, CA 94706

1. **CALL TO ORDER**
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 May 12, 2021**

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

- 4-2. **PA21-035 Design Review for Single-Story Addition & Second Story Deck at 524 Evelyn Avenue-** The applicant is seeking Design Review approval for a 154 sq. ft. single story addition and second story deck at 524 Evelyn Avenue. The subject site is a 5,000 sq. ft. lot with an existing 3 bedroom, 1 bathroom, 1,871 sq. ft. home built in 1939. The applicant is proposing to add 154 sq. ft. to the first at the rear of the home to accommodate an expanded kitchen and create a second bathroom. The addition will also create an expanded second story deck accessible from a bedroom. This will result in a 3 bedroom, 2 bathroom, 2,025 sq. ft. sq. ft. home with a maximum height of 23'8". One off-street parking space is provided in the attached garage. Additional off-street parking is not required as part of this project scope.

Recommendation: Staff recommends that the Planning & Zoning Commission review and approve the proposed project subject to the attached 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.



PLANNING & ZONING COMMISSION

Virtual Meeting
Albany, CA 94706

- 4-3. PA21-033 Design Review & Parking Exception for a Building Lift, Addition & Lower-Level Conversion at 915 Stannage Avenue-** The applicant is seeking Design Review and Parking Exception approval for a building lift, addition, and lower-level conversion at 915 Stannage Avenue. The subject property is a 3,750 sq. ft. lot with a 2 bedroom, 1 bathroom, 1,293 sq. ft. house built in 1927. The project scope includes lifting the home approximately 2 feet to accommodate legal ceiling height in the existing basement area. A rear addition is proposed on the southeast corner of the home to accommodate an interior staircase to access the main and lower level. The lower level includes one bedroom, one bathroom and den. The existing Craftsman style of the home is proposed to remain. This will result in a 3 bedroom, 2 bathroom, 1,856.3 sq. ft. home with a maximum height of 22'-9". One off-street parking space is provided in the existing attached garage. A Parking Exception is required to locate one off-street space in the front yard setback area.

Recommendation: Staff recommends that the Planning & Zoning Commission review and approve the proposed project subject to the attached 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.

- 4-4. PA21-032 Design Review & Parking Exception for a Second-Story Addition at 709 San Carlos Avenue-** The applicant is seeking Design Review and Parking Exception approval for a second-story addition at 709 San Carlos Avenue. The subject property is a 3,333 sq. ft. lot with a 3 bedroom, 1.5 bathroom, 1,430 sq. ft. house built in 1930. The project scope includes a 573 sq. ft. second story addition to accommodate two bedrooms and one bathroom. The applicant is proposing to remodel the existing main floor to accommodate new interior programming for the home. The exterior of the second story is proposed to be clad in painted cement plaster siding with a hipped roof to match the existing home. The existing Story Book Tudor style of the home is proposed to remain. This will result in a 3 bedroom, 2 bathroom, 1,823 sq. ft. house with a maximum height of 27'-8". One off-street parking space is proposed in the attached garage. A Parking Exception is required to allow one off-street parking space in the front yard setback area.

Recommendation: Staff recommends that the Planning & Zoning Commission review and approve the proposed project subject to the attached 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.

5. ANNOUNCEMENTS/COMMUNICATIONS

None.

6. 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.



PLANNING & ZONING COMMISSION

Virtual Meeting
Albany, CA 94706

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

None.

8. NEW BUSINESS

- 8-1. ****Study Session**- San Pablo Avenue Specific Plan – Draft Land Use Framework & Policies** - The Planning & Zoning Commission will receive a presentation on the San Pablo Avenue Specific Plan project regarding draft land use policies and draft development potential/buildout and provide feedback on the policies presented or additional ideas generated during the discussion.

Recommendation: Provide feedback on the policies presented or additional ideas generated during the discussion.

CEQA: Staff is working with a CEQA consultant on a proper analysis of environmental impacts.

9. **NEXT MEETING: June 9, 2021**, City Hall Council Chambers, 1000 San Pablo Ave. or virtual meeting pursuant to state and county guidance.

10. ADJOURNMENT

NOTICE

As a general policy, the Commission/Committee/Board will not begin discussion or consideration of an agenda item after 9:30 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 **online** or via email request. If you have any questions pertaining to any agenda item or meeting procedure, please contact the City Clerk 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.



PLANNING & ZONING COMMISSION

Virtual Meeting
Albany, CA 94706

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.