



## PLANNING & ZONING COMMISSION

Virtual Meeting  
Albany, CA 94706  
Wednesday, October 13, 2021

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### SPECIAL & REGULAR VIRTUAL MEETING AGENDA

#### ALBANY PLANNING & ZONING COMMISSION

WEDNESDAY October 13, 2021

5:00 PM Special Meeting

7:00 PM Regular meeting

#### COVID-19 NOTICE – PUBLIC MEETING GUIDELINES

Consistent with California Assembly Bill 361, given the proclaimed state of emergency and the Alameda County Health Care Services Agency Director's recommendation for continued social distancing for public meetings, which is also consistent with CalOSHA requirements for social distancing for public meetings, Advisory Body members will be participating in public meetings via phone/video conferencing. The public is invited to participate via the methods below:

#### How to watch or listen to the meeting:

1. Meetings are streamed live and recorded for viewing on City website [www.albanyca.org/meetings](http://www.albanyca.org/meetings) or on [YouTube www.YouTube.com/AlbanyKALB](https://www.YouTube.com/AlbanyKALB).
2. To observe the meeting by video conference, please go to:  
<https://albanyca.zoom.us/j/99056542995>
3. To listen to the meeting by phone, please call 1 (669) 900-9128, enter **Webinar ID 990 5654 2995**, follow by **#**. When asked for a participant ID or code, press **#** again.

#### 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](mailto: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 be asked to unmute yourself when it is your turn to make your comment. After the allotted time, you will then be re-muted.
  3. To comment by phone, you will “Raise Your Hand” by pressing **\*9** to request to speak when public comment is being taken on the Agenda item. When it is your turn to make your comment, you will be asked to unmute yourself by pressing **\*6**. You will be re-muted after the allotted time.
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### **SPECIAL MEETING: 5:00 PM**

#### **1. STUDY SESSION**

- 1-1. San Pablo Avenue Specific Plan-** Receive a presentation on the San Pablo Avenue Specific Plan project regarding infrastructure and traffic and provide feedback on the policies presented or additional ideas generated during the discussion.

**Recommendation:** Receive a presentation and provide feedback on these issues.

**CEQA:** Once draft amendments are prepared, staff will work with a CEQA consultant.

#### **2. ADJOURNMENT OF STUDY SESSION**

### **REGULAR MEETING: 7:00 PM**

#### **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 September 22, 2021**

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

##### **4-2. Planning & Zoning Commission Meeting Minutes September 29, 2021**



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

- 4-3. PA21-067 Design Review & Parking Reduction for a Second-Story Addition at 1205 Portland Avenue-** The applicant is seeking Design Review and Parking Reduction approval for a second-story addition at 1205 Portland Avenue. The subject property is a 2,812.5 sq. ft. lot with a 2 bedroom, 2 bathroom, 1,371 sq. ft. house built in 1941. The project scope includes building a 417 sq. ft. second story addition directly above the existing first level of the home. The addition is proposed to accommodate 2 new bedrooms for the home. The exterior of the addition is proposed to be clad in fiber cement siding with a gable roof form. A new bay window is proposed on the rear façade of the addition. The existing architectural style of the home is proposed to remain. This will result in a 4 bedroom, 2 bathroom, 1,542 sq. ft. home with a maximum height of 25 feet. One off-street parking space is provided in the existing garage. A Parking Reduction is required to waive one off-street parking space triggered by the 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 15303 “New Construction or Conversion of Small Structures” of the CEQA Guidelines.

- 4-4. PA21-052 Design Review for a Two-Level Addition at 1467 Portland Avenue-** The applicant is seeking Design Review approval for a two-level addition at 1467 Portland Avenue. The subject property is a 5,000 sq. ft. lot with a 3 bedroom, 1 bathroom, 1,648 sq. ft. split-level house built in 1930. The project scope includes minor additions on the main and basement levels to accommodate modest expansions to the kitchen, bedroom, and office. The second story addition is proposed to accommodate 1 bedroom, 1 bathroom, a master suite and laundry room. This results in a total of 1,097 sq. ft. of new area to the home. The existing Story-Book style of the home is proposed to remain. This will result in a 5 bedroom, 3 bathroom, 2,745 sq. ft. home with a maximum height of 27'-10". A new parking pad is proposed at the north end of the property to accommodate two off-street parking spaces in a tandem configuration.

**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.

- 4-5. \*\*Contd. from September 22, 2021\*\* PA21-058 Design Review for a Second-Story Addition at 919 Ramona Avenue -** The applicant is seeking Design Review approval for a second-story addition at 919 Ramona Avenue. The subject property is a 4,290 sq. ft. lot with a 2 bedroom, 1 bathroom, 1,390 sq. ft. house built in 1926. The project scope includes interior remodeling and reprogramming on the main level and a 549 sq. ft. second story addition to accommodate a new master suite for the home. A new rear deck is proposed off



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the main level of the home. Two roof terraces are proposed on the 2<sup>nd</sup> level of the home along with a roof deck on top of the proposed 2<sup>nd</sup> story addition. The applicant is proposing contemporary architectural style for the home. This will result in a 3 bedroom, 2 bedroom, 1,939 sq. ft. home with a maximum height of 24'-5". Two off-street parking spaces are provided in the existing driveway in a tandem configuration.

**Recommendation:** Staff recommends that the Planning & Zoning Commission continue the matter to a date uncertain to accommodate story pole installation and project refinement.

**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/DISCUSSION

#### 5-1. Cancellation of October 27, 2021 Planning & Zoning Commission

### 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.

### 7. PLANNING AND ZONING COMMISSION PUBLIC HEARING AND POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:

**7-1. PA21-072 Design Review, Parking Exception & Conditional Use Permit for a Second-Story Addition at 1019 Peralta Avenue-** The applicant is seeking Design Review, Parking Exception & Conditional Use Permit approval for a second story addition at 1019 Peralta Avenue. The subject property is a 3,850 sq. ft. lot with a 2 bedroom, 1 bathroom, 1,272 sq. ft. house built in 1923. The project scope includes demolishing the existing garage, excavating the basement level and establishing a new attached garage and driveway. An 857 sq. ft. second story addition is proposed to accommodate 2 bedrooms, 1 bathroom and a new master suite. The existing architectural style of the home is proposed to change to a Craftsman appearance. This will result in a 4 bedroom, 3 bathroom, 2,099 sq. ft. home with a maximum height of 27'-11". One off-street parking space is proposed in the new, attached garage. A Parking Exception is required to allow the second off-street parking space in the front yard. A Conditional Use Permit is required to extend the existing non-conforming north wall located 3.33 ft. from the property line where 3.5 feet is required.

**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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- 7-2. PA21-071 Design Review & Conditional Use Permit for a Second-Story Addition at 840 Masonic Avenue-** The applicant is seeking Design Review and Conditional Use Permit approval for a second-story addition at 840 Masonic Avenue. The subject property is a 3,750 sq. ft. lot with a 3 bedroom, 1.5 bathroom, 1,514.5 sq. ft. house built in 1932. The project scope includes reducing the main level area to accommodate a roof terrace above the existing garage and building an 800 sq. ft. second story addition to accommodate two bedrooms, one bathroom, and a master suite. The exterior of the home is proposed to be clad in painted stucco and composite siding with a standing seam metal shed roof. The applicant is proposing a new contemporary style for the home. This will result in a 4 bedroom, 3 bathroom, 2,048 sq. ft. home with a maximum height of 27'-1". Two off-street parking spaces are provided in the garage and driveway in a tandem configuration. A Conditional Use Permit is required to demolish and rebuild a portion of the garage and build new roof terrace located 2'-6" from the property line where 3'-9" is required.

**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.

### 8. NEW BUSINESS

None.

- 9. NEXT MEETING: November 10, 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](http://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](mailto:cityclerk@albanyca.org)



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Please note that if you provide your name and address when speaking before the Commission or submitted as part of your written public comment, the information will become part of the official public record, which will be posted online and subject to disclosure under the Public Records Act.

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](mailto: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.