



PLANNING & ZONING COMMISSION

Virtual Meeting
Albany, CA 94706

REGULAR VIRTUAL MEETING AGENDA

WEDNESDAY May 11, 2022

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 or on YouTube www.YouTube.com/AlbanyKALB
2. To observe the meeting by video conference, please go to <https://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, press **#** again.

How to submit Public Comment:

1. Members of the public may submit comments in writing by emailing the Planning & Zoning Commission at pzc@albanyca.org with the agenda item clearly identified in the subject line of the email. Comments may also be submitted 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 for up to 3 minutes. 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. You will be asked to unmute yourself by pressing ***6** when it is your turn to make your comment for up to 3 minutes. You will be re-muted after the allotted time.
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1. CALL TO ORDER

2. ROLL CALL

The following Land Acknowledgement Statement shall be read at the beginning of each City Council meeting and Advisory Body meeting per Albany City Council Minute Action, November 15, 2021.

“The City of Albany recognizes that we occupy the land originally protected by the Confederated Villages of Lisjan. We acknowledge the genocide that took place on these lands and must make strides to repay the moral debt that is owed to this indigenous people, specifically the Ohlone Tribe. We thank them for their contributions which have transformed our community, and will continue to bring forth growth and unity. The City of Albany commits to sustaining ongoing relationships with the Tribe and together build a better future for all that now make this their home.”

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 April 27, 2022

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

- 4-2. PA22-023 Design Review and Parking Exception for a Lower Level Conversion at 813 Santa Fe Avenue** - The applicant is seeking Design Review and Parking Exception approval for a lower level conversion at 813 Santa Fe Avenue. The subject property is a 2,500 sq. ft. lot with a 2 bedroom, 2 bathroom, 960 sq. ft. home built in 1931. The project scope includes converting 260 sq. ft. of unfinished space behind the attached garage to accommodate a new full bathroom, laundry area and 1 additional bedroom for the home. All work is proposed within the existing footprint of the home. The existing architectural style of the home is proposed to remain. This will result in a 3 bedroom, 2 bathroom, 1,220 sq. ft. home with a maximum height of 20 feet. There is one off-street parking space in the



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attached garage. A Parking Exception is required to allow one additional off-street parking space in the front yard triggered by the project scope.

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

5. ANNOUNCEMENTS/COMMUNICATIONS/DISCUSSION

5-1. Anticipated Future Planning and Zoning Related Agenda Items.

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. PA22-001 Design Review & Parking Exception for a Second Story Addition at 1046 Pomona Avenue** - The applicant is seeking Design Review and Parking Exception approval for a second story addition at 1046 Pomona Avenue. The subject property is a 3,600 sq. ft. lot with a 3 bedroom, 2 bathroom, 1,410 sq. ft. house built in 1926. The project scope includes building a 789 sq. ft. second story addition to accommodate 3 bedrooms, 2 bathrooms, and space for laundry machines. A balcony is proposed on west side of the second story. The exterior of the addition is proposed to be clad in a combination of fiber cement siding and horizontal wood paneling with gable roof forms to match the existing home. The existing Craftsman style of the home is proposed to remain. This will result in a 4 bedroom, 3 bathroom, 1,979 sq. ft. home with a maximum height of 23 feet. One off-street parking space is provided in the existing garage. A Parking Exception is required to locate one off-street parking space in the front yard triggered by the 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.

- 7-2. PA22-02 Conditional Use Permit for East Bay Dog Service Play Yard at Caltrans Buchanan Parcel FLA-04-ALA-080-07** - The applicant is seeking Conditional Use Permit approval for a dog service play yard at a Caltrans parcel north of Buchanan Street and east of I-80. The subject property is a freeway lease area (FLA) owned by Caltrans that is an empty lot by the freeway and located in the CMX Zoning District. The applicant is proposing to establish a dog play yard to accommodate dog walking, training, and puppy socials. The



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business is proposed to operate from 9am to 6 pm Monday through Friday. A maximum of 4 employees and 15 people/dogs are proposed on-site at any given time. There is no off-street proposed for the business. Dogs are proposed to be picked up from their homes by the business operators. A Conditional Use Permit is required for all new uses in the CMX Zoning District. No building construction is proposed under this project scope. Fencing is proposed for containment of the dogs on-site.

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 Categoricaly exempt from CEQA pursuant to Section 15301 "Existing Facilities" and Section 15304 "Minor Alterations to Land" of the CEQA Guidelines.

- 7-3. 2023-2031 City of Albany Housing Element Work Session** – The purpose of this work session is to focus on an analysis of affirmatively furthering fair housing.

Recommendation: No action required. For information and discussion only.

8. NEW BUSINESS

None.

9. NEXT MEETING: May 25, 2022

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

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.



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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.