



## PLANNING & ZONING COMMISSION

Meeting  
Albany, CA 94706

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### REGULAR MEETING AGENDA

WEDNESDAY October 12, 2022

7:00 PM Regular meeting

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

Albany Planning & Zoning Commission hearings are conducted in person at City Hall Council Chambers. As a courtesy, and technology permitting, members of the public may continue to participate virtually. However, the City cannot guarantee that the public's access to teleconferencing technology will be uninterrupted, and technical difficulties may occur from time to time.

#### 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](http://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. <https://support.zoom.us/hc/en-us/articles/201362193>

#### How to submit Public Comment:

1. Members of the public may attend Planning & Zoning Commission meetings in-person at City Hall Council Chambers and request to speak during public comment period.
  2. Members of the public may submit comments in writing by emailing the Planning & Zoning Commission at [pzc@albanyca.org](mailto: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.
  3. 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.
  4. 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 September 14, 2022

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

#### 4-2 PA22-043 Design Review & Parking Reduction for a Two-Level Addition at 1490 Posen Avenue - The applicant is seeking Design Review and Parking Reduction approval for a two-level addition at 1490 Posen Avenue. The subject property is a 3,049 sq. ft. lot with a 3 bedroom, 1 bathroom, 984 sq. ft. house built in 1921. The project scope includes a minor addition on the ground floor to accommodate interior reprogramming of the home and a new second story addition to accommodate a new primary bedroom suite and office space. There are two balconies proposed on the front and rear of the 2nd story addition. The existing Craftsman style of the home is proposed to remain. The exterior of the home



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is proposed to be clad in painted stucco, decorative gable-end trim board, rafters, and a gable/hipped roof form. This will result in a 3 bedroom, 2 bathroom, 1,632 sq. ft. house with a maximum height of 27'-10". A Parking Reduction is required to waive one off-street parking space triggered under this project scope.

**Recommendation:** Staff recommends that the Planning & Zoning Commission continue the project to a date uncertain to allow the story poles to be installed.

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

- 4-3. PA22-046 Design Review for a Two-Level Addition at 1038 Ramona Avenue** - The applicant is seeking Design Review approval for a two-level addition at 1038 Ramona Avenue. The subject property is a 4,200 sq. ft. lot with a 2 bedroom, 1 bathroom, 1,015 sq. ft. house built in 1925. The project scope includes a minor addition on the ground floor for an interior staircase and a new second story addition to accommodate a primary bedroom suite and office space. The existing architectural style of the home is proposed to remain. The exterior of the second story addition is proposed to be clad in horizontal fiber cement paneling with a cross-gable roof form to match the existing home. A new rear deck is proposed on ground floor and off the second story addition. This will result in a 3 bedroom, 2 bathroom, 1,688 sq. ft. home with a maximum height of 26'-6". 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 proposed project subject to the attached findings and Conditions of Approvals.

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

- 4-3. PA22-049 Design Review for a Two-Level Addition at 622 Talbot Avenue** - The applicant is seeking Design Review approval for a two-level addition at 622 Talbot Avenue. The subject property is a 5,000 sq. ft. lot with a 3 bedroom, 1 bathroom, 1,247 sq. ft. house built in 1938. The project scope includes a minor addition on the ground floor to create additional storage space in the garage and create a new, covered front porch. An addition is proposed on the existing upper floor to accommodate a larger bedroom and add a new bathroom. The existing architectural style of the home is proposed to remain. The exterior of the second story addition is proposed to be clad in cedar shingle siding with a gable roof to match the existing home. This will result in a 3 bedroom, 2 bathroom, 1,464 sq. ft. home with a maximum height of 21'-1". One off-street parking space is provided in the existing detached garage. No additional off-street parking is required under 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.



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### 5. ANNOUNCEMENTS/COMMUNICATIONS/DISCUSSION

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.

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

**7-1. PA22-051 Design Review for a Second-Story Addition at 1035 Santa Fe Avenue** – The applicant is seeking Design Review approval for a second-story addition at 1035 Santa Fe Avenue. The subject property is a 4,000 sq. ft. lot with a 2 bedroom, 1 bathroom, 1,302 sq. ft. home built in 1934. The project scope includes building a new second story addition to accommodate a new primary bedroom suite with office space. The existing Mediterranean style of the home is proposed to remain. The exterior of the addition is proposed to be clad in painted stucco siding with both gable and flat roof forms along with roof tile detailing to match the existing home. This will result in a 3 bedroom, 2 bathroom, 1,800 sq. ft. home with a maximum height of 26'-2". Two off-street parking spaces are provided in the existing garage and driveway. No additional parking is required under 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.

### 8. NEW BUSINESS

**8-1. Advisory Body Work Plan Status Report** – At the September 19, 2022 City Council meeting, the Council direct each Advisory Body to provide the status of each item in its work plan for the Council's consideration at one or both of its meetings in November.

**Recommendation:** Staff recommends that the Planning & Zoning Commission review status of work plan items and authorize the Chair or other designee to represent the Commission at the upcoming City Council meeting.



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- 8-2. Overview of New Planning & Zoning Laws in California** – This agenda item is an opportunity for the Commission to receive an overview of major changes in state laws that may impact future development in Albany.

**Recommendation:** For information only, no action required.

**9. NEXT MEETING: October 26, 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](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)

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.