



PLANNING & ZONING COMMISSION

1000 San Pablo Avenue

Albany, CA 94706

Wednesday, October 25, 2023

MINUTES OF THE REGULAR MEETING WEDNESDAY, OCTOBER 25, 2023

REGULAR MEETING: 7:00 PM

1. CALL TO ORDER

Chair Pilch called the regular meeting of the Planning and Zoning Commission to order at 7:01 PM on Wednesday, October 25, 2023.

2. ROLL CALL / LAND ACKNOWLEDGEMENT

Present: Hudson, MacLeod, Pilch

Absent: Momin, Watty

Staff Present: Planning Manager Leslie Mendez

Interim Associate Planner Sophie Gabel-Scheinbaum

The Albany Land Acknowledgement Statement as adopted by the City Council per City of Albany Minute Action, November 15, 2021, was read.

3. EX-PARTE COMMUNICATIONS

Commissioner Hudson reported her interactions with Stephanie Regni.

4. CONSENT CALENDAR

4-1. Planning & Zoning Commission Meeting Minutes September 27, 2023

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

4-2. Planning Application 23-042 – 915 Santa Fe

Design Review request to construct a 240-sq.-ft. second-story addition, a 48' 9"-sq.-ft. extension of a second-story balcony at the rear of the home, and a 633-sq.-ft. roof deck including a 208-sq.-ft. trellis over the single-story portion of the home. This will result in a three-bedroom, two-bathroom 1,980-sq.-ft. home with a maximum height of 24' 3".

Recommendation: Staff recommends that the Planning and 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 15301 "Existing Facilities" of the CEQA Guidelines.



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1 Planning Manager Leslie Mendez reported staff corrected the findings and Conditions of
2 Approval for the nonconforming setback extension and sent them to Commissioners.

3
4 **Motion to approve** the consent calendar with the corrected findings and
5 Conditions of Approval for Planning Application 23-042. Hudson

6 Seconded by MacLeod

7 AYES: Hudson, MacLeod, Pilch

8 NOES: None

9 ABSTAIN: None

10 ABSENT: Momin, Watty

11 **Motion passed, 3-0-0-2**

12
13 Chair Pilch noted the appeal period.

14 15 **5. ANNOUNCEMENTS / COMMUNICATIONS**

16
17 None.

18 19 **6. PUBLIC COMMENTS**

20
21 None.

22 23 **7. DISCUSSION AND POSSIBLE ACTION ON MATTERS RELATED TO THE** 24 **FOLLOWING ITEMS:**

25 26 **7-1. Planning Application 23-039 – 1024 Curtis Street**

27 Design Review request for a 1,209-square-foot addition split between the first-story
28 and a new second-story to accommodate two additional bedrooms and two
29 additional bathrooms for an existing Mediterranean-style home built in 1925. This
30 would result in a 4-bedroom, 3-bathroom, 2,360-square-foot home with a
31 maximum height of 24' 3".

32
33 **Recommendation:** Staff recommends that the Planning and Zoning Commission
34 review and approve the proposed project subject to the findings and Conditions of
35 Approval.

36
37 **CEQA:** The project is Categorically exempt from CEQA pursuant to Section 15301
38 "Existing Facilities" of the CEQA Guidelines.

39
40 Interim Associate Planner Sophie Gabel-Scheinbaum presented the staff report dated
41 October 25, 2023.

42
43 **Scott Galka**, project architect/applicant, advised that the City's ordinance requiring all
44 electric appliances applies to the project. However, the homeowners will seek a waiver to
45 allow a gas water heater and stove during the permitting phase. The home currently has
46 a gas water heater. The north elevation has no windows on the ground floor because the



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1 home was originally 16 inches from the property line. With that side relocated slightly
2 further from the property line, a few windows could be added to the design.

3
4 PUBLIC HEARING OPENED

5
6 None.

7
8 PUBLIC HEARING CLOSED

9
10 Commissioner MacLeod encouraged the applicant to work with staff to add windows on
11 the north elevation and to install an induction stove.

12
13 Chair Pilch concurred with Commissioner MacLeod's comment regarding windows.

14
15 **Motion to approve Planning Application 23-039** for 1024 Curtis Street with an
16 additional condition for the applicant to work with staff to place additional windows
17 on the north elevation. MacLeod

18 Seconded by Hudson

19 AYES: Hudson, MacLeod, Pilch

20 NOES: None

21 ABSTAIN: None

22 ABSENT: Momin, Watty

23 **Motion passed, 3-0-0-2**

24
25 Chair Pilch noted the appeal period.

26
27 **7-2. Planning Application 23-041 – 830 San Carlos**

28 Design Review request to construct a 101-sq.-ft. first-story addition and a new 334-
29 sq.-ft. second-story addition with roof deck above, located at the rear left
30 (southwest) corner of the existing single-family home. This will result in a three-
31 bedroom, two-bathroom 1,667-sq.-ft. home with a maximum height of 27' 6".

32
33 **Recommendation:** Staff recommends that the Planning and Zoning Commission
34 review and approve the proposed project subject to the findings and Conditions of
35 Approval.

36
37 **CEQA:** The project is Categorical exempt from CEQA pursuant to Section 15301
38 "Existing Facilities" of the CEQA Guidelines.

39
40 Planning Manager Mendez presented the staff report dated October 25, 2023.

41
42 **Raymond Williams**, property owner, indicated the intent of the project is to preserve the
43 bungalow appearance at the front by keeping the addition at the rear of the home. The
44 modern addition will contrast and complement the existing architecture. Placing the
45 addition on the southern side of the home minimizes shadows on adjacent homes and
46 facilitates a kitchen remodel. The stairway provides access to the existing basement and



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1 the proposed addition. When asked, Mr. Williams explained that the home will have open-
2 joint siding that will be painted a dark gray. Blackened-steel will be used for a roof-top
3 planter but not for the cladding. The rooftop deck will have an herb garden in a raised
4 planter and plants growing over the parapet. The remainder of the deck will be a non-
5 accessible green roof. The location of the proposed stairway provides good interior
6 circulation and privacy for the neighbors. The design includes two windows at each
7 landing. Also, a large tree is located close to the proposed addition.

8
9 PUBLIC HEARING OPENED

10
11 None.

12
13 PUBLIC HEARING CLOSED

14
15 Commissioner MacLeod appreciated the graphic presentation and design and supported
16 the project. Moving the stairs to the interior of the kitchen and flipping the roof pitch would
17 allow more windows and light for the kitchen and rooftop garden. Adding windows would
18 be challenging, but enlarging the proposed windows could work. The design is interesting
19 and a little different. The contrast between the proposed modern and existing bungalow
20 styles is acceptable.

21
22 Chair Pilch noted quite a bit of blank wall on the south elevation and preferred a few more
23 windows to provide light to the interior and to break up the mass of the facade.

24
25 **Bettina Kaes**, property owner/applicant, agreed to consider adding or enlarging windows.
26 The southern wall is 5 feet from the neighbor's home, and adding or enlarging windows
27 would likely not provide much light. The neighbor's bathroom window faces the southern
28 wall.

29
30 **Motion to approve PA 23-041** for 830 San Carlos Avenue with a recommendation
31 for the applicant to work with staff to widen the four windows on the south facade.

32 MacLeod

33 Seconded by Hudson

34 AYES: Hudson, MacLeod, Pilch

35 NOES: None

36 ABSTAIN: None

37 ABSENT: Momin, Watty

38 **Motion passed, 3-0-0-2**

39
40 Chair Pilch noted the appeal period.

41
42 **8. NEW BUSINESS**

43
44 **9. NEXT MEETING:** Wednesday, November 8, 2023 at 7:00 PM

45



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1 **10. ADJOURNMENT**

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The meeting was adjourned at 7:45 PM.

Submitted by: _____

Jeff Bond, Community Development Director