



Planning & Zoning Commission
City Hall Council Chambers
1000 San Pablo Avenue, Albany, CA
Wednesday, July 10, 2024



AGENDA

Wednesday, July 10, 2024, 7:00 PM

Webinar Link: <https://albanyca.zoom.us/j/87391956571>

PUBLIC MEETING GUIDELINES

Albany Advisory Body meetings 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. Unless required by the Brown Act, Advisory Body meetings will continue despite technical difficulties for participants using the teleconferencing option.

1. CALL TO ORDER

Commission Purpose

The Planning & Zoning Commission makes recommendations to the City Council regarding all provisions of the General Plan, advises the City Council regarding the physical development of the City, and exercises functions with respect to land subdivisions, planning, and zoning as specified by Planning and Zoning Code and as set forth in the State Government Code and by the California Environmental Quality Act.

2. ROLL CALL / LAND ACKNOWLEDGEMENT

“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. **Meeting Minutes of May 22, 2024**

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

4-2. **Planning Application 24-015 – 925 Adams Street**

Parcel Map application for condominium purposes for the three-unit development approved as Design Review/Use Permit application PA23-021.

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 Categorically exempt from CEQA pursuant to Section 15315 "Minor Land Divisions" of the CEQA Guidelines.

5. **ANNOUNCEMENTS/COMMUNICATIONS**

6. **PUBLIC COMMENTS**

For persons desiring to address the Commission on an item that is not on the agenda. Please note that City policy limits each speaker up to three (3) minutes. The Chair may reduce the time limit per speaker depending on the number of speakers. The Brown Act limits the Commission's ability to take and/or discuss items that are not on the agenda; therefore, such items may be referred to staff for comment or to a future agenda.

Comments related to items appearing on the agenda are taken up at the time the Commission deliberates each action item. The Chair will announce when the

period for public comment is open on each agenda item.

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

7-1. Planning Application 24-024 – 1045 Kains Avenue

Use Permit and Design Review to lift the front portion of the existing split-level residence to convert the existing 863 sq. ft. crawl space into habitable area and to align the existing main (lower) level with the upper level. The project proposes to construct a 206 sq. ft., 2-story addition at the rear and right (southeast) side of the home, a new two-car garage attached to the south side of the house, and to demolish the existing 61 sq. ft. covered front stairs and porch and construct a new 37.5 sq. ft. covered porch at street level. The project requires a Use Permit to vertically extend the existing, non-conforming 6'-9" front yard setback and 3'-9" left (north) side yard setback, where 15' and 5' setbacks are required respectively. This will result in a two-story, 2,952 sq. ft., single-family dwelling with a maximum height of 23'-4".

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 Categorically exempt from CEQA pursuant to Section 15301 "Existing Facilities" of the CEQA Guidelines.

7-2. Planning Application 24-025 – 714 Pomona Avenue

Use Permit and Design Review to lift the existing two-story residence to convert the existing basement and part of the garage to habitable space; construct a 25 sq. ft. addition along the left (south) side of the first level to align its exterior wall with the existing second level; and to enclose the existing 78 sq. ft. covered entry porch to expand the second floor. The project also proposes to demolish the existing front entry stairs and rear deck and construct a new 40.5 sq. ft. entry porch at street level. The project requires a Use Permit to vertically extend the existing, non-conforming 12'-7" front yard setback where a 15' setback is required. This will result in a two-story, 1,880 sq. ft., single-family dwelling with a maximum height of 23'-5".

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 Categorically exempt from CEQA pursuant to Section 15301 "Existing Facilities" of the CEQA Guidelines.

8. NEW BUSINESS

9. NEXT MEETING: Wednesday, September 11, 2024

10. ADJOURNMENT

NOTICE

As a general policy, the Commission 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's Office at 1 (510) 528-5710 or cityclerk@albanyca.org.

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 1 (510) 528-5710. Notification 48 hours prior to the meeting where possible 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 where possible. Request should be sent to: cityclerk@albanyca.org or City of Albany – City Clerk, 1000 San Pablo Avenue, Albany, CA 94706.

How to watch or listen to the meeting:

07/10/2024

Planning & Zoning Commission

1. Meetings are available to watch, listen, or participate virtually via Zoom webinar. Register for the meeting: <https://albanyca.zoom.us/j/87391956571>. To join by phone via Zoom, please call 1 (669) 900-9128 at the noticed meeting time. **Webinar ID 873 9195 6571. Participant ID “#”.**
2. Meetings are also streamed live on City website www.albanyca.org/meetings or on YouTube (www.YouTube.com/AlbanyKALB). Recording of the meetings are usually available for viewing 24 hours after the meeting.
3. Meetings are broadcast live on local TV – Albany KALB Channel.

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 with the agenda item number clearly identified in the subject line of the email. Comments may also be submitted by mail to City of Albany – Planning Staff, 1000 San Pablo Avenue, Albany, CA 94706. All written comments received by 12 PM on the day of the meeting will be provided to the Commission and 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.