

# City of Albany

## Planning and Zoning Commission Minutes January 27, 2009, Meeting

Note: These minutes are subject to Planning and Zoning Commission approval. The minutes are not verbatim. An audiotape of the meeting is available for public review.

### Regular Meeting

#### 1. Call to order

The meeting of the Planning and Zoning Commission was called to order by Chair Panian, in the Albany Community Center at 7:30 p.m. on Tuesday, January 27, 2009.

#### 2. Pledge of Allegiance

#### 3. Roll Call

Present: Arkin, Gardner, Maass, Moss, Panian  
Absent: None  
Staff present: Planning & Building Manager Jeff Bond, Associate Planner Amber Curl, Planning Clerk Amanda Bennett

#### 4. Consent Calendar

##### a. Minutes from the January 13, 2009, meeting.

Staff recommendation: approve.

##### b. 839 Madison. Planning Application 08-075. Design Review. Request for Design Review approval to allow a 96sq.ft., second-story addition to the rear of an existing single-family home.

Staff recommendation: approve.

Commissioner Arkin pulled item **4a**. He had the following corrections to the last sentence on page six: insert "perpendicular to the property line" and strike "downstairs retail space" and insert "parking and sidewalks."

Commissioner Maass moved the consent agenda as corrected. Commissioner Gardner seconded.

Vote to approve items **4a** as amended and **4b**:

Ayes: Arkin, Gardner, Maass, Moss, Panian

Nays: None

Motion passed, 5-0.

### Findings. 839 Madison

#### Findings for Design Review approval (Per section 20.100.050.E of the AMC)

Required Finding	Explanation
1. The project conforms to the General Plan, any applicable specific plan, applicable	The General Plan designates this area for residential development. Additionally, the

<p><i>design guidelines adopted by the City of Albany, and all applicable provisions of this Chapter.</i></p>	<p><i>project meets City zoning standards for location, intensity and type of development.</i></p>
<p>2. <i>Approval of project design is consistent with the purpose and intent of this section, which states “designs of projects...will result in improvements that are visually and functionally appropriate to their site conditions and harmonious with their surroundings, including natural landforms and vegetation. Additional purposes of design review include (but are not limited to): that retention and maintenance of existing buildings and landscape features are considered; and that site access and vehicular parking are sufficient.”</i></p>	<p>The proposal is in scale and harmony with existing development in the vicinity of the site. The architectural style, design and building materials are consistent with the City’s Residential Design Guidelines. The proposed project will provide safe and convenient access to the property for both vehicles and pedestrians. The project will not remove any significant vegetation and will not require significant grading. The project will not create a visual detriment at the site or the neighborhood.</p> <p><i>The proposed addition is small in size and will add an additional bathroom where there is currently only one bathroom in a three-bedroom house. The addition will continue at the existing height of the home and have one additional window, which means it should have little to no impact on adjacent neighbors. It will be finished in materials that match the existing home.</i></p>
<p>3. <i>Approval of the project is in the interest of public health, safety and general welfare.</i></p>	<p><i>The proposed project will not be detrimental to the health, safety, convenience and welfare of those in the area and would not adversely impact property, improvements or potential future development in the area. The project meets all development requirements and is completely within the existing building envelope. The proposed addition is small in size and will continue at the existing height of the home and have one additional window, which means it should have little to no impact on adjacent neighbors.</i></p>
<p>4. <i>The project is in substantial compliance with applicable general and specific Standards for Review stated in Subsection 20.100.050.D.</i></p>	<p><i>The project as designed is in substantial compliance with the standards as stated, including access, architecture, natural features, coordination of design details, and privacy.</i></p>

**5. Public Comment on Non-Agenda Items**

There was no public comment.

**6. Discussions and Possible Action on Matters Related to the Following Items**

- a. **1069-1071 Talbot. Application 08-011. Design Review.** Request for Design Review approval to allow construction of two new single-family homes.

*Staff recommendation: open the public hearing, take public testimony, provide direction to the applicant and staff on appropriate changes and continue to a date uncertain.*

Associate Planner Curl delivered the staff report. Chair Panian opened the public hearing and invited the applicant to make a presentation. Norman Lam, the property owner, and Jon Matheson, the project architect, were available to answer questions.

Marie Beringer the rear neighbor, hoped the garage could be moved off of the property line so they could install a fence. She hoped for a flatter roof for less impact to views and the health of an existing tree. Tim Nesfee, neighbor down the street, noted it seemed like a lot of house for a small lot. No one else wished to speak. Chair Panian closed the public hearing.

Commissioner Gardner liked the idea of moving the garage. Commissioner Arkin noted it could be moved either six inches or three feet, which would require redesign of the house. He liked the shared driveway. He recommended an eight-foot ceiling height for bedrooms, dining room, and kitchen, and nine- or ten-foot ceilings for the front living room. This would make the structure less tall and skinny, and reduce shading to the north neighbor. He proposed the north unit door face the street, and addition of a second material on the north unit. He also recommended more trellis details and more extension of the members. Commissioner Maass agreed.

Commissioner Moss wanted more done with the parking in front and landscaping. There was a lot of paving—maybe some planters could be added. He noted the decks might have to be squared off to be able to get cars in and out of the garage. There was a suggestion to make the front windows smaller and add windows on the sides. Commissioner Moss thought a fence might not be an improvement over the garage wall, and that a six-inch space between a garage and a fence would become a garbage dump.

Chair Panian wanted two separate applications. He recommended permeable paving with texture for the driveway. He recommended lowering the roof pitch. Commissioner Arkin noted they could lower the plate height and use an even steeper roof. Mr. Matheson reported the client wanted the entrance to face south.

Commissioner Arkin moved continuation. Commissioner Gardner seconded.

Vote to continue item **6a**:

Ayes: Arkin, Gardner, Maass, Moss, Panian

Nays: None

Motion passed, 5-0.

- b. **Election of Planning and Zoning Commission Officers.**

*Staff recommendation: elect a chair and vice chair.*

Commissioner Moss nominated Commissioner Maass for chair and Commissioner Gardner for vice chair. Commissioner Arkin seconded.

Vote to approve Commissioner Maass for chair and Commissioner Gardner for vice chair:

Ayes: Arkin, Moss, Panian

Nays: None

Abstentions: Gardner, Maass

Motion passed, 3-0.

**c. Annual Goals and Objectives.**

*Staff recommendation: for discussion only.*

Planning Manager Bond delivered the staff report. Commissioner Arkin wanted to be sure the following items were included: design guidelines, amnesty program for secondary residential units, and possible porch amnesty program.

Clay Larson, Albany resident, noted the school board had projects coming up.

**d. Review and Discussion of Meeting Agendas and Commission Workload.**

*Staff recommendation: for discussion only.*

Planning Manager Bond delivered the staff report. Chair Panian recommended not loading the agenda up on top of big items. Special meetings could be added when necessary. Commissioner Moss suggested advising applicants and the public that no new items would be heard after 11:00 p.m. Commissioner Arkin recommended the commissioners remember to be brief. Commissioner Maass noted the public comments were not always pertinent to planning and zoning.

**e. City Council Requested Review of City Commissions, Committees and Boards.**

*Staff recommendation: provide Feedback to City Council.*

Planning Manager Bond delivered the staff report. Clay Larson, Albany resident, noted some cities separated zoning from design review.

**f. Resolution of Intention of the Planning and Zoning Commission to Initiate Amendments to the Planning and Zoning Code to Correct and Clarify Development Regulations.**

*Staff recommendation: approve a Resolution of Intention and continue Commission discussion initiated at the September 23, 2008 and October 14, and 28, 2008 meetings on proposed amendments.*

Planning Manager Bond noted the staff report was not ready for the agenda packets. He handed out drafts of daylight planes calculated two different ways. This item would be added to a future agenda.

Ed Fields, Albany resident, asked staff and the Commission to be very clear on all of the places where daylight planes would apply, and not to assume that open space would be balconies.

Clay Larson, Albany resident, thought Kains and Adams were going to be removed. If surrounding cities had setbacks, then how could it be argued setbacks ruined sites for retail?

**g. Design Review Guidelines Photos.**

*Staff recommendation: open the public hearing, take public testimony, and provide direction to staff on appropriate photos to be included the new residential design review guidelines.*

Associate Planner Curl displayed photos collected by Doug Donaldson.

**h. Verbal Report from Staff on Process to Update General Plan.**

*Staff recommendation: for discussion only.*

Planning Manager Bond provided the summary. Commissioner Gardner recommended that informal surveys, planning sessions and online information be provided for the public. Commissioners Maas and Panian both recommended a series of public meetings.

**7. Announcements/Communications:**

- a. Update on City Council actions related to Planning and Zoning.
- b. Preliminary Draft CEQA Guidelines for Greenhouse Gas Emissions

**8. Future Planning and Zoning Commission Meeting Agenda Items:**

- a. Next regular meeting: Tuesday, February 10, 2009, 7:30 p.m.

Commissioner Moss asked for an update on the home at 705 Hillside. Planning Manager Bond had met with the owner who reported two stories of foundation would be completed before the April inspection. Staff was working on a letter to the owner.

**9. Adjournment**

The meeting was adjourned at 10:10 p.m.

Next regular meeting: Tuesday, February 10, 2009, 7:30 p.m.

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Submitted by:

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*Amber Curl*  
*Associate Planner*