

City of Albany
Planning and Zoning Commission
Minutes March 27, 2007, 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 Arkin, in the City Council Chambers at 7:30 p.m. on Tuesday, March 27, 2007.

2. Pledge of Allegiance

3. Roll Call

Present: Arkin, Hitchcock, Maass, Moss, Panian

Absent: None

Staff present: Planning & Building Manager Jeff Bond, Assistant Planner Amber Curl,
Planning Clerk Amanda Bennett

4. Public Comment on non-agenda items

There was no public comment.

5. Consent

a. Minutes from the February 13, 2007 and February 27, 2007 meetings.

Staff recommendation: approve.

Commissioner Panian asked staff to change "allowable" to "overlapping" on page five, third paragraph, penultimate sentence. There was consensus to approve the minutes as amended (Commissioner Moss noted he was not voting on the February 27 minutes because he had not attended that meeting).

6. Old Business

None.

7. New Business

a. 969 Ordway. Planning Application 07-007. Design Review. A request for Design Review approval to allow construction of a 1023sq.ft., two-story addition to the rear of an existing single-family home.

Staff recommendation: approve.

Assistant Planner Curl delivered the staff report. Chair Arkin opened the public hearing. Justin Girard, the project applicant, was available to answer questions. Commissioner Moss asked why they were demolishing the entertainment room. Mr. Girard explained it was more of a lean-to shed than a room. Commissioner Moss confirmed that the applicant had read the conditions in the staff report.

Commissioner Panian asked whether the new windows would have true divided lights. Mr. Girard stated they would not. Chair Arkin stated the windows would be attractive. He

proposed adding a vent detail. No one else wished to speak. Chair Arkin closed the public hearing.

Commissioner Panian moved approval of this item, with the added conditions that there be deed restriction language noting there was no secondary unit and that the window details be consistent with the existing. Commissioner Moss seconded.

Vote to approve item 7a as amended:

Ayes: Arkin, Hitchcock, Maass, Moss, Panian

Nays: None

Motion passed, 5-0.

Findings. 969 Ordway

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

Required Finding	<i>Explanation</i>
<p>1. <i>The project conforms to the General Plan, any applicable specific plan, applicable design guidelines adopted by the City of Albany, and all applicable provisions of this Chapter.</i></p>	<p><i>The General Plan designates this area for residential development. Additionally, the 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><i>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. The applicant has made a conscience effort to meet all development requirements. The applicant has been thoughtful in adding architectural details and accents, which complement the aesthetics of the 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.</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>
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- b. **1025 Eastshore. Planning Applications 07-015 and 07-019. Design Review.** A request for two Design Review approvals: 1) New 19'-3" monument sign at the entry of an existing commercial business and four (4) new wall signs; 2) Renewal of a previous Design Review approval to allow exterior changes to an existing commercial building.
Staff recommendation: approve.

Assistant Planner Curl delivered the staff report. Chair Arkin opened the public hearing. Tim Southwick, Sr., the project applicant, made a presentation and was available to answer questions. Commissioner Moss asked what was the name of the company. It was "Toyota of Berkeley." Commissioner Moss hoped the building could have the word "Albany" on it because it was located in Albany. Mr. Southwick explained that he was extremely limited in what he could do with the signage because of the rigidity of Toyota's sign program.

There was discussion about various alternative locations for the verbiage. There was a discussion about the height, shape, and style of the monument sign. Commissioner Moss wanted the corrugated metal capped. No one else wished to speak.

Chair Arkin moved approval of this item, with the added conditions: that "Toyota" be on the west side with "Berkeley" immediately below; that "Used Vehicles" be displayed where "Berkeley" showed on the plans; that the monument sign be limited to 15 feet in height; that "Certified Service Center" appear on the monument sign; that the north elevation have "Albany" added to "Certified Service Center"; and that the cladding continue around the corner to the single gas pipe. Commissioner Panian seconded. Commissioner Hitchcock added a line of sight condition because of the relocation of the monument sign to the berm. The maker and seconder of the motion accepted this amendment.

Vote to approve item **7b** as amended:

Ayes: Arkin, Hitchcock, Maass, Moss, Panian
 Nays: None
 Motion passed, 5-0.

Findings. 1025 Eastshore

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

<u>Required Finding</u>	<u>Explanation</u>
<p>5. <i>The project conforms to the General Plan, any applicable specific plan, applicable</i></p>	<p><i>The General Plan designates this area for Commercial/Service/Industrial development.</i></p>

<p><i>design guidelines adopted by the City of Albany, and all applicable provisions of this Chapter.</i></p>	<p><i>Additionally, the project building already exists. The project conforms to the General Plan and all applicable design guidelines.</i></p>
<p>6. <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><i>The proposal is in scale and harmony with existing building an development in the vicinity of the site. The architectural style, design and signs are consistent with that which exists in the area. 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. The change in signage will improve the aesthetics of the building and the site in that currently there are only nonpermanent, banner signs. The new signs are consistent, with each other, in style and appearance.</i></p>
<p>7. <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 monument sign is located at the entrance to guide patrons to the appropriate driveway to enter through. The wall signs and monument improve the aesthetics of the site and both compliments the aesthetics of surrounding commercial sites and creates a more consistent appearance in the CMX corridor.</i></p>
<p>8. <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>

- c. **Waterfront Planning Process Update.** A report from staff on the City Council meeting of March 19, 2007 and a presentation from Brian Parker, chair of the Waterfront Committee.

Staff recommendation: For discussion only. No action required.

Planning Manager Bond delivered the staff report. Chair Arkin opened the public hearing. Brian Parker, Waterfront Committee Chair, made a presentation and proposed setting up some joint meeting dates. Clay Larson, Albany resident, wondered whether any action should be taken at this time. Trevor Gaylin Albany resident, was in favor of hiring the consultant. Bob Outis, Albany resident, recommended waiting for direction from the City Council. No one else wished to speak. Chair Arkin closed the public hearing.

There was a lengthy discussion about the appropriateness of moving forward at this time. Chair Arkin polled the Commission on whether they were willing to meet with the Waterfront Committee. Commissioner Hitchcock wanted to wait for further direction from the City Council. Commissioner Maass stated the City needed some kind of psychological healing, and if more meetings would do it, he was in favor of more meetings. The rest of the Commission was willing to proceed with the meetings.

- d. **Green Building Program Implementation Update.** A report from staff on progress towards implementation of the Green Building Program by July 1, 2007.

Staff recommendation: For discussion only. No action required.

Planning Manager Bond and Assistant Planner Curl delivered the staff report. Chair Arkin opened the public hearing. No one wished to speak. Chair Arkin closed the public hearing. Chair Arkin did not think a separate checklist was necessary for smaller projects. Commissioner Moss asked whether it had been compared with Title 24 requirements.

There followed a lengthy discussion on the merits of the program, the checklist, the evaluation of the checklist, etc. Chair Arkin recommended the Commissioners take the checklist home and review it at length.

- e. **Review of Current Design Guidelines and Discussion Regarding Interest in Revising the Guidelines.** A report from staff on the San Pablo Avenue Design Guidelines (adopted January 19, 1993) and the Residential Design Guidelines (adopted July 7, 2007).

Staff recommendation: For discussion only. No action required.

Planning Manager Bond delivered the staff report. Chair Arkin displayed some slides demonstrating "good" and "bad" additions. He noted that roof decks and fireplace flues should be discussed. Commissioner Hitchcock wanted to discuss parking lifts. Commissioner Panian wanted to revisit Measure D.

8. Communications

None.

9. Discussion

- a. **Overview of City Council Actions on Planning and Zoning Commission Related Agenda Items**
- b. **Future Planning and Zoning Commission Meeting Agenda Items**

10. Adjournment

The meeting was adjourned at 10:52 p.m.

Next regular meeting: Tuesday, April 10, 2007, 7:30 p.m.

Submitted by:

Amber Curl
Assistant Planner