



PLANNING & ZONING COMMISSION

1000 San Pablo Avenue

Albany, CA 94706

Wednesday, May 28, 2025

MINUTES OF THE REGULAR MEETING WEDNESDAY, MAY 28, 2025

REGULAR MEETING: 7:00 PM

1. CALL TO ORDER / ROLL CALL / LAND ACKNOWLEDGEMENT

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

Chair MacLeod called the regular meeting of the Planning and Zoning Commission to order at 7:01 PM on Wednesday, May 28, 2025.

Present: MacLeod, Momin, Pearson

Absent: Pilch, Watty

Staff Present: Planning Manager Leslie Mendez

Associate Planner Mira Hahn

2. EX-PARTE COMMUNICATIONS

None.

3. CONSENT CALENDAR

3-1. Approval of Minutes: May 14, 2025

Chair MacLeod requested "cupboards" on page 3, line 17, be changed to "lockers." During the discussion of bike parking, he proposed ordinances and requirements for bike parking at temporary events.

Motion to approve the consent calendar as amended. Momin

Seconded by Pearson

AYES: MacLeod, Momin, Pearson

NOES:

ABSTAIN:

ABSENT: Pilch, Watty

Motion passed, 3-0-0-2

4. PUBLIC COMMENTS

None.

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

5-1. Planning Application PA25-015 – 707 Gateview Avenue



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Design Review request to construct a 2,075-sq.-ft. multi-story addition at the rear and right (southeast) side of the existing two-story home. The project consists of a 538-sq.-ft. addition at the existing second story; a new 1,136-sq.-ft. third story with a 707-sq.-ft. roof deck and a new 401-sq.-ft. fourth story, and other interior and exterior changes. The project will result in a 6,793-sq.-ft. four-story, seven-bedroom, five-bathroom, two-half bathroom home with a maximum height of 30'-1/2".

Recommendation: Staff recommends that the Planning & Zoning Commission review and approve the proposed project subject to the Findings and Conditions of Approval.

CEQA: The project is Categorically exempt from CEQA pursuant to Section 15301 ("Existing Facilities") of the CEQA Guidelines.

Associate Planner Mira Hahn presented the staff report dated May 28, 2025.

Angie Tsao, property owner, explained that she needs a large home for her extended family.

Two members of the public spoke. A summary of public comment is as follows: an inquiry regarding trees for privacy at the rear of the property; the tree at the rear should provide privacy.

Commissioner Momin suggested a variation in the exterior finish so that the house does not look so large.

Commissioner Pearson expressed concern about the size of the roof deck and noise.

Chair MacLeod noted the houses in the neighborhood are large. The lot is sufficiently large for the size of the proposed additions. The roof deck is large. The stair tower is out of proportion to the house and not designed well for circulation and access. The size of the proposed fourth level could be reduced. Preservation of the trees in the rear could be a condition of approval.

Commissioner Momin agreed that the fourth level is large and could be reduced in size. The size of the fourth level is not noticeable from the street. The stairs, elevator, and office could be shifted south to reduce the size of the fourth level.

Motion to approve PA25-015 for 707 Gateview Avenue with additional conditions of approval to require (1) shifting the stairs and elevator to the south to reduce the size of the fourth level by approximately one half; (2) shifting the fourth-level office so that it becomes a part of the roof deck or eliminating the office, the applicant's choice; and (3) preserving the trees at the rear of the home. MacLeod

Seconded by Pearson

AYES: MacLeod, Momin, Pearson



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NOES:

ABSTAIN:

ABSENT: Pilch, Watty

Motion passed, 3-0-0-2

Chair MacLeod noted the appeal period.

5-2. Planning Application PA25-019 – 713 San Carlos Avenue

Use Permit and Design Review request to demolish the 265-sq.-ft. rear sunroom and construct an approximately 456-sq.-ft. two-story addition. The addition consists of converting the existing 174-sq.-ft. garage to habitable space, a 255-sq.-ft. upper-story addition, and a new 27-sq.-ft. utility room at the rear left (northeast) side of the existing home. The project requires a Use Permit to vertically extend the existing, non-conforming 8.4" left (north) side yard setback where 3'-3.6" is required. The proposed project will result in a 1,983-sq.-ft. two-story home with a maximum height of 20'-8".

Recommendation: Staff recommends that the Planning & Zoning Commission review and approve the proposed project subject to the Findings and Conditions of Approval.

CEQA: The project is Categorically exempt from CEQA pursuant to Section 15301 ("Existing Facilities") of the CEQA Guidelines.

Associate Planner Hahn presented the staff report dated May 28, 2025.

No members of the public spoke.

Chair MacLeod indicated the decision before the Commission pertains to extending the non-conforming wall. The Commission has approved previous extensions of non-conforming walls.

Commissioner Momin stated the design is very skillful.

Motion to approve PA25-019 for 713 San Carlos Avenue. Momin

Seconded by Pearson

AYES: MacLeod, Momin, Pearson

NOES:

ABSTAIN:

ABSENT: Pilch, Watty

Motion passed, 3-0-0-2

Chair MacLeod noted the appeal period.

6. PRESENTATIONS



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1 **7. ANNOUNCEMENTS**

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3 **8. ADJOURNMENT**

4 Next Meeting: Wednesday, June 25, 2025, 7:00 PM

5 The Wednesday, June 11, 2025 Meeting is canceled.

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7 The meeting was adjourned at 8:06 PM.

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13 _____
14 Submitted by:

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17 _____
18 Jeff Bond, Community Development Director