

**MINUTES OF THE REGULAR PLANNING BOARD MEETING  
MONDAY, FEBRUARY 23, 2009  
COUNCIL CHAMBERS, CITY HALL  
2263 SANTA CLARA AVENUE – 7:00 PM**

President Kohlstrand called the meeting to order at 7:03 p.m.

FLAG SALUTE: Board Member Cunningham

ROLL CALL:  
PRESENT: President Kohlstrand, Vice-President Ezzy Ashcraft  
Board members, Cunningham, Cook, and Lynch were  
present upon roll call.

ABSENT: Board members Autorino and McNamara.

STAFF PRESENT: Andrew Thomas, Planning Services  
Manager/Secretary to the Planning Board; Laura  
Ajello Planner, Nancy McPeak, Executive  
Assistant/Recording Secretary

MINUTES:  
Minutes from the meeting of December 8, 2008  
**Continued to the meeting of March 9, 2009**  
  
Minutes from the meeting of January 12, 2009  
**Motion to Approve as Amended: APPROVED as  
Amended 5-0-2.**

5. AGENDA CHANGES AND DISCUSSION:

NONE

6. STAFF COMMUNICATIONS:

**Written Report**

**6-A. Future Agendas**

Staff provided an update on upcoming Planning Board agenda items.

**6-B Zoning Administrator Report**

The Zoning Administrator meeting of January 20, 2009 was canceled.

7. ORAL COMMUNICATIONS:

- \* Anyone may address the Board on a topic not on the agenda under this item by submitting a speaker's information slip, subject to the 5-minute time limit.

NONE

8. CONSENT CALENDAR:

*Consent Calendar items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the Planning Board or a member of the public by submitting a speaker slip for that item.*

- 8-A. Development Plan – DP07-0003 – Stargell Avenue Extension Master Landscape Plan.** The City of Alameda requests Development Plan approval for a landscape master plan for the public right-of-way along the proposed Willie Stargell Avenue extension to Webster Street. (DV) **Staff is requesting a continuance of this item to a future meeting date.**  
**Motion to continue item: APPROVED for continuance 5-0-2.**

9. REGULAR AGENDA ITEMS:

- 9-A Major Design Review - PLN08-0644 - 312 Sunset Road.** The applicants request Major Design Review approval for a 1,100 square foot second story addition, a 41 square foot ground floor addition and new covered front porch to the existing 1,255 square foot residence. The ground floor addition is located at the interior side of the L- shaped building. The second story will be set back 37 feet from the front property line. A clay tile roof is proposed and the proposed building will be approximately 22 feet in height. (LA)

Staff presented a Power Point presentation outlining the project.

The public hearing was opened.

Robert Pennell of Jarvis Architects, the architect for the project spoke in favor of the project. He stated that the planned staircase window will be moved up to the second story to be in line with the other windows.

Vice President Ezzy Ashcraft asked if the other two windows were going to be opaque to help with the privacy issue.

Mr. Pennell stated that the windows, which are in the bedrooms, were going to be clear and not opaque although they would have curtains.

Vice President Ezzy Ashcraft asked if there is an upper deck planned for off of the bedrooms in the rear.

Mr. Pennell stated that there are not any decks planned.

The public hearing was closed for Board discussion.

Vice President Ezzy Ashcraft stated that she walked around the neighborhood and although the proposed design is a departure from the current architectural style of the neighborhood an addition that is done well can be an asset to the area. She feels that the design is very attractive. Vice President Ezzy Ashcraft would like to see more consideration given to the neighbors privacy concerns, possibly frosted glass in the windows.

Board member Cunningham stated that he has no problem with the project and that it meets the levels of the law. He does not want to see a precedence set to require anyone putting an addition on a home be required to put frosted glass in the bedrooms. He stated that from an architectural point of view the project is a good addition to the neighborhood.

Board member Cook stated that she is comfortable with the addition and is glad to see the back staircase window raised to the second story. She also feels that the neighborhood will see a lot of additions to the existing homes in the future. She stated to not allow the project would be effectively down zoning the neighborhood.

Board member Lynch complimented staff on the comprehensive report. He does not have any issues with the design and is surprised that more homes in the neighborhood have not been remodeled. He stated that the project is good for the neighborhood and the City and thanked the homeowner for bringing the board a project of value.

Board member Cook stated that she was very pleased with the shade study done on the project and found it very easy to read. The Board agreed that the shade studies and staff reports for future projects should be as clear and easy to read as these documents.

Vice President Ezzy Ashcraft stated that she likes the idea of a tile roof from a fire safety standpoint.

President Kohlstrand stated that she also agrees that it is a good design and a welcome modification to the neighborhood. She complimented staff on the through presentation. She is concerned with the number of neighbors that wrote in to object the project. She stated that the whole area was developed at the same time and it is the last street in the area to be upgraded.

Board member Cunningham warned that any requirement for trees in the rear yard could cause shade issues with an adjacent property.

Mr. Pennell stated that it is important to have the two parties get together and agree on the landscaping that is to be used for screening. He stated that getting the neighbors to work together is the solution.

President Kohlstrand stated that in terms of conditions there needs to be one regarding the landscaping along the rear property line and one for moving the stairwell window to the second story. She also stated that there has been no decision to require opaque or frosted windows in the second story bedrooms.

Vice President Ezzy Ashcraft stated that she would like to see the Planners on such additions to not just look at the project but look at the adjacent homes and respect everyone's need for privacy.

Board member Lynch suggested that the property owner and the neighbor work out the landscaping plans themselves and agree on such plans.

President Kohlstrand stated that the conditions for approval are that the rear stairwell window be moved to the second story and that a discussion take place between the property owner and the adjacent rear property owner regarding the screening.

Motion was made by Board member Cook to approve the project with the aforementioned conditions and seconded by Board member Lynch.

The motion passed with the following voice vote – Ayes: 5; Noes: 0; Absent: 2; Abstain: 0.

10. WRITTEN COMMUNICATIONS:

None.

11. BOARD COMMUNICATIONS:

*Board members may ask a question for clarification, make a brief announcement or make a brief report on his or her activities. In addition, the Board may provide a referral to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning a City matter or, through the chair, direct staff to place a request to agendize a matter of business on a future agenda.*

Vice President Ezzy Ashcraft suggested that the Board members turn in their packet envelopes at the meetings to be reused for future packets.

12. ADJOURNMENT: 7:56 p.m.

Respectfully submitted,

Andrew Thomas, Secretary  
City Planning Board

This meeting was audio and video taped.