

Planning Application #: 17-008

Date Received: 2/7/17
 Fee Paid: \$1,054
 Receipt #: 247-0016

City of Albany

PLANNING APPLICATION FORM RESIDENTIAL

Please complete the following application to initiate City review of your application. Please be aware that staff may have additional application requirements. **For projects requiring Planning and Zoning Commission review, a pre-application meeting is required prior to submittal.**

Fee Schedule (FY 2016-2017)

<input type="checkbox"/> Design Review*	\$2,625/ Admin. \$1,556
<input type="checkbox"/> Parking Exceptions/Reductions - see separate handout*	\$Actual Cost/Min \$2,625
<input type="checkbox"/> Conditional Use Permit (major)*	\$Actual Cost/Min \$2,625
**Existing Non-Conforming Wall setback is _____ **	
<input checked="" type="checkbox"/> Secondary Residential Unit*	\$1,054
<input type="checkbox"/> Variance*	\$2,625
<input type="checkbox"/> Lot Line Adjustment	\$Actual Cost/Min \$1,101
<input type="checkbox"/> Parcel/Subdivision Map; Planned Unit Development; Condo Conversion	\$3,357
<input type="checkbox"/> Other(s): _____	\$ _____

*When obtaining more than one planning approval, the full amount for the highest fee will apply and 1/2 fee will be charged for any other ones.

General Plan Update Fee \$45 included in the fees above. This fee only needs to be paid once for each separately submitted application.

Job Site Address: <u>710 SAN CARLOS</u>		Zoning District: <u>R-1</u>
Property Owner(s) Name: <u>JEN BATES</u>	Phone: <u>646. 256. 8175</u> Fax: <u>n/a</u>	Email: <u>jenterbates@gmail.com</u>
Mailing Address: <u>710 SAN CARLOS</u>	City: <u>ALBANY</u>	State/Zip: <u>CA, 94706</u>
Applicant(s) Name (contact person): <u>ERNIE SELANDER</u>	Phone: <u>415. 385. 4339</u> Fax: <u>n/a</u>	Email: <u>ernie@selanderarchitects.net</u>
Mailing Address: <u>2095 JERROLD AVE #319</u>	City: <u>SAN FRANCISCO</u>	State/Zip: <u>CA, 94124</u>

PROJECT DESCRIPTION

The subject lot is 3,750 sq. ft. lot with a 3 bedroom, 2 bathroom, 1064 (xxx sq. ft.) house built in (year) 1928. The scope includes an addition of 292 sq. ft. at (insert location on property) THE SOUTHWEST CORNER OF PROPERTY. This includes (description of interior space addition) A SECONDARY RESIDENTIAL UNIT. This will result in a 1 bedroom, 1 bathroom 292 sq. ft. home with a maximum height of 12'. Parking is provided ALONG THE SOUTH SIDE OF THE PROPERTY.

The architectural style/appearance of the home is: BUNGALOW

Please fill out the following information correctly. If you have any additional questions, please contact staff for details.

****Failure to fill out the information adequately or incompletely will result in your application to not be processed.****

GENERAL INFORMATION

Item	Existing	Proposed
What is the amount of impervious surface on the lot?	2,081	2,155
What is the narrowest width of your driveway?	7'-1"	7'-1"

PARKING

- The subject property has 2 existing legal-sized off-street parking spaces which measure 9 wide x 18 long.
- An Exception is required for n/a (location in front yard setback and/or size reduction).
- A Reduction is required for n/a

(2 off-street parking spaces are required for additions >than 240 sq. ft.)
 (1 additional off-street parking space is required for new secondary dwelling units)

SITE REGULATIONS BY DISTRICT

	Existing	Proposed Construction	Requirement
Setbacks			
Front (EAST)	15'	15'	15'
Side (NORTH)	4'	4'	10%
Side (SOUTH)	2' @ GARAGE	3' @ SRU	10%
Rear (WEST)	20'	20'	20'
Area			
Lot Size	3,750	3,750	--
Lot Coverage (In Percentage)	40%	40%	50%
Maximum Height	18'	18'	28' max.

*In parentheses, please note the elevation (i.e. north, east, west, south)

****Please refer to the attached Basic Site Regulations handout attached to this application for setback information.****

FLOOR AREA RATIO

	Existing	Proposed	Requirement
Lot Size	3,750	--	--
Floor Area			
(E) Garage (P) SRU	216	292	
Covered Porch	71	71	
Stairs	21* (0)	21* (0)	
Main Level	1,279	1,279	--
Second-floor	303	303	
Total	2,000	2,026	--
Total Counted*	1,979	2,005	--
Floor Area Ratio*	52%	53%	55% (2,100) max sq. ft.)

* 220 sq. ft. may be exempted from "total counted" for covered parking and 60 sq. ft. may be exempted for stairs as permitted by MC 20.24.050.

PROJECT ADDRESS: 710 SAN CARLOS

**SUBMITTAL REQUIREMENTS FOR PLANNING AND ZONING APPLICATIONS
REQUIREMENTS MAY VARY WITH INDIVIDUAL PROJECTS - CONTACT STAFF FOR DETAILS**

SELF-CERTIFICATION CHECKLIST

As part of the application, the following requirements must be included and each box checked by the applicant certifying that requirements have been satisfied. A typical submittal includes at least nine (9) sheets in the plan set.

Project plans include the following for a complete submittal:

- Cover sheet** including:
 - Detailed project description
 - FAR and lot coverage information
 - Drawing index
 - Photos of the existing home and proposed location of new development
- Site Plan Sheet:**
 - Dimensioned existing proposed site plan including proposed parking layout, curb cuts
- Site Survey** prepared by a licensed surveyor
- Existing Elevations Sheet** with building heights (separate page)
- Proposed Elevations Sheet** with building heights (separate page)
- Existing Floor Plan Sheet** (separate page)
- Proposed Floor Plan Sheet** (separate page)
- Roof Plan /Building Sections Sheet** (separate page)
- Window Schedule/details Sheet** (separate page)
- Street elevation showing neighboring properties**
- Landscape Plan for projects which exceed a .45 FAR**

For the complete application submittal, the following contents must be submitted with the application:

- One (1) complete pdf version of plans (one document containing all pages)
- One (1) full-size set of plans
- Green Building Checklist *not req'd per attached email*
- Installation of story poles ten days before the public hearing (second story additions only)

Please check each box indicating you have included all of the above information and understand that your applicant will not be processed until all of the information is included.

I have included the above information and understand that if there any incomplete information, my application will not be processed.

x *ERL*

Date: 1/25/2017

Print Name: ERNIE SELANDER

From: Christopher Tan ctan@albanyca.org
Subject: RE: 710 San Carlos - Secondary Unit
Date: December 1, 2016 at 11:11 AM
To: Corey corey@selanderarchitects.net

Good Morning Corey,

I checked in with the planning manager regarding the checklist, and she says that you are fine to submit the application without it. Therefore if you have everything else in line, then you are welcome to submit the project at the Community Development Department at Albany City Hall. No appointments are required for submittal, but if you would like to speak to Planning Staff in person upon the submittal time, please let us know so we can set some time aside for you. Please also let me know if there are any other questions or concerns that I can help you with.

Best,

Christopher T. Tan
Associate Planner | City of Albany
Direct: 510.528.5761
Fax: 510.524.9359
Email: ctan@albanyca.org
<http://www.albanyca.org/>

From: Corey [mailto:corey@selanderarchitects.net]
Sent: Thursday, December 01, 2016 10:50 AM
To: Christopher Tan <ctan@albanyca.org>
Subject: Re: 710 San Carlos - Secondary Unit

Hello Christopher,

I am wrapping up our application material for 710 San Carlos and was wondering which Green Building Checklist to use for this project. Thanks again for your help!

Best,

Corey Akers
corey@selanderarchitects.net

On Nov 28, 2016, at 5:34 PM, Christopher Tan <ctan@albanyca.org> wrote:

Good Evening Corey,

I would be happy to help you regarding Planning Regulations for Accessory Dwelling Units in Albany. You will find a handout attached which outlines what the