

Planning Application #: _____

Date Received: _____

Fee Paid: _____

Receipt #: _____

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 2017-2018)

<input type="checkbox"/> Design Review*	\$2,717/ Admin. \$1,610
<input type="checkbox"/> Parking Exception	\$2,717/\$1358.50
<input type="checkbox"/> Parking Reduction	\$2,717/\$1358.50
<input type="checkbox"/> Conditional Use Permit (major)*	\$2,717/\$1358.50
**Existing Non-Conforming Wall setback is _____ **	
<input type="checkbox"/> Secondary Residential Unit*	\$1,091
<input type="checkbox"/> Variance*	\$2,717
<input type="checkbox"/> Lot Line Adjustment	\$Actual Cost/Min \$1,140
<input type="checkbox"/> Parcel/Subdivision Map; Planned Unit Development; Condo Conversion	\$4,105
<input type="checkbox"/> Minor Plan Changes within 2 years of original approval	\$1,140
<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.*

Job Site Address: 924 Curtis St.		Zoning District: R-1
Property Owner(s) Name: Paul & Allison Stevenson	Phone: 415-902-3908 Fax:	Email: stevenson_paul@hotmail.com
Mailing Address: 924 Curtis St.	City: Albany	State/Zip: 94706
Applicant(s) Name (contact person): Paul & Allison Stevenson	Phone: 415-902-3908 Fax:	Email: stevenson_paul@hotmail.com
Mailing Address: 924 Curtis St	City: Albany	State/Zip: 94706

PROJECT DESCRIPTION

The subject lot is 4762 sq. ft. with a 2 bedroom, 1.5 bathroom, 1055 sq. ft. house built in (year) 1924. The scope includes an addition of 804 sq. ft. at (insert location on property) rear of existing house. This includes (description of interior space addition) (1) bedroom, (1) bathroom, (1) family room/ study & kitchen remodel. This will result in a 3 bedroom, 2 bathroom 1845 sq. ft. home with a maximum height of _____. Parking is provided in existing location at side of house in driveway.

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?	2101	2380
What is the narrowest width of your driveway?	8'-6"	8'-6"

PARKING

- The subject property has 2 existing legal-sized off-street parking spaces which measure 8'-6" wide x 18'-0" 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.)

SITE REGULATIONS BY DISTRICT

	Existing	Proposed Construction	Requirement
Setbacks			
Front (East)	15'-0"	15'-0"	15'-0"
Side (South)	9'-8"	7'-8"	3'-9"
Side (North)	5'-0"	4'-3"	3'-9"
Rear (West)	65'-11"	20'-9"	20'-0"
Area			
Lot Size	4762 SF	4762 SF	--
Lot Coverage (In Percentage)	28%	39%	50%
Maximum Height	15'-2"	15'-2"	28' max.

*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	4762 SF		
Floor Area			
Garage	-	-	
Covered Porch	-	-	
Stairs	-	-	
Accessory Structure or Secondary Residential Unit	303	-	650 sq. ft. max Secondary Unit
Main Level	1055	1859	
Second-floor	-	-	
Total House Footprint	1055	1859	
Total Area	1358	1859	
Deductions	-	-	
Total Counted*	1358	1859	
Floor Area Ratio*	28.5%	39.0%	55% (2619 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 AMC 20.24.050.

TERMS AND CONDITIONS OF APPLICATION

I, the undersigned owner (or authorized agent) of the property herein described, hereby make application for approval of the plans submitted and made part of this application in accordance with the provisions of the City's ordinances, and I hereby certify that the information given is true and correct to the best of my knowledge and belief.

I understand that the requested approval is for my benefit (or that of my principal). Therefore, if the City grants the approval with or without conditions, and that action is challenged by a third party, I will be responsible for defending against this challenge. I therefore agree to accept this responsibility for defense at the request of the City and also agree to defend, indemnify and hold the City harmless from any costs, claims, penalties, fines, judgments, or liabilities arising from the approval, including without limitation, any award or attorney's fees that might result from the third party challenge.

For this purposes of this indemnity, the term "City" shall include the City of Albany, its officers, officials, employees, agents and representatives. For purposes of this indemnity, the term "challenge" means any legal or administrative action to dispute, contest, attack, set aside, limit, or modify the approval, project conditions, or any act upon which the approval is based, including any action alleging a failure to comply with the California Environmental Quality Act or other laws.

The signature of the property owner is required for all projects. By executing this form you are affirming that you are the property owner.

Signature of Property Owner

Date

Signature of Applicant (if different)

Date

PROJECT ADDRESS: _____

**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:

- Site Survey for All Projects**-prepared and stamped by a licensed surveyor
- 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
- 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
- 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 _____ Date: _____

Print Name: _____

BASIC RESIDENTIAL SITE REGULATIONS

ZONING	USE	MINIMUM SETBACKS		SIDE - INTERIOR (1)	SIDE - CORNER LOT	MAX. HEIGHT	MAX. LOT OVERAGE	X. FLOOR AREA RATIO (AR) (2)	NEW SITES/ DEVELOPMENTS	LOT AREA PER UNIT	MIN. LOT WIDTH
		FRONT	REAR						MIN. LOT AREA		
R-1	Single-Family Dwelling	15 ft.	20 ft.	10%	7.5 ft.	28 ft.	50%	0.55	3,750 sq.ft.	N/A	35 ft.
	Public & Quasi-Public	(3)	(3)	(3)	(3)	35 ft.	(3)	N/A	10,000 sq.ft.	N/A	75 ft.
R-2	Single-Family Dwelling	15 ft.	15 ft.	10%	7.5ft. (4)	28 ft.	50%	0.55	3,750 sq.ft.	N/A	35 ft.
	Two- & Multi-Family Dwellings	15 ft.	15ft.	10%	7.5 ft. (4)	35/28 ft.(8)	50%	N/A	3,750 sq.ft.	1,250 sq.ft.	37.5 ft.
	Public & Quasi-Public	(3)	(3)	(3)	(3)	35 ft.	(3)	N/A	10,000 sq.ft.	N/A	75 ft.
R-3	Single- & Two-Family Dwellings	15 ft.	15 ft.	10%	7.5 ft. (4)	35/28 ft.(8)	50%	0.55	3,750 sq.ft.	1,250 sq.ft.	50 ft.
	Multi-Fam. Dwel. & Board. Hse.	15 ft.	15 ft.	5 ft.	7.5 ft. (4)	35/28 ft.(8)	70%	1.5	5,000 sq.ft.	(5)	50 ft.
	Public & Quasi-Public	(3)	(3)	(3)	(3)	35 ft.	(3)	N/A	10,000 sq.ft.	N/A	75 ft.
All R	Accessory Buildings (6)	N/A	0 ft.	0 ft.	7.5 ft.	12 ft.	30% (7)	N/A	N/A	N/A	N/A

NOTES

- (1) Ten percent (10%) of lot width, with a maximum of five feet (5') and a minimum of three feet (3').
- (2) The Planning and Zoning Commission may approve an FAR of up to .60 under certain conditions. (see Zoning Ordinance § 20.24.050(B)2)
- (3) As determined by the Planning and Zoning Commission on a design review/use permit basis.
- (4) One foot (1') shall be added for each twelve feet (12') of height above the lowest fifteen feet (15') of building height.
- (5) Minimum lot area per dwelling unit:

	<u># Units</u>	<u>Min Lot Area (sq.ft.)</u>	<u># Units</u>	<u>Min Lot Area (sq.ft.)</u>	<u># Units</u>	<u>Min Lot Area (sq.ft.)</u>
	3	3,750	6	5,828	9	7,965
(For 12 or more units, refer to Zoning Ordinance § 20.24.020, Table 2.A, note 9)	4	4,500	7	6,598	10	8,563
	5	5,000	8	7,310	11	9,103
- (6) Accessory buildings must be located in the rear or side yard, and may not be closer than six feet (6') to the main building(s) or to other buildings.
- (7) Accessory buildings may not cover more than thirty percent (30%) of the rear yard. (*complete accessory building regulations at Zoning Ordinance § 20.24.130*)
- (8) Maximum building height is three stories, or 35 feet, above grade, except that the maximum height allowed at the front setback line shall be 28 feet plus a 45-degree daylight plane (see Zoning Ordinance § 20.24.070.B)

Table 6. 20.28.050 Residential Parking Dimensions.			
<i>Type of Parking</i>	<i>Width</i>	<i>Length</i>	<i>Height</i>
Enclosed Parking:			
Single space	8'6"	19'	7'
Side-by-side spaces	16'	19'	7'
Covered Parking:			
Single space	8'6"	18'	7'
Side-by-side spaces	16'	18'	7'
Open Parking:			
Single space	8'6"	18'	N/A
Side-by-side spaces	16'	18'	N/A
Driveways			
Single	7'	N/A	N/A
Double	15'	N/A	N/A

20.28.050 Parking Area Standards.

A. Dimensional Standards

1. Single-Family Residential Uses:

d. Open or Covered Parking (Pre-1978). Where warranted by spatial limitations related to construction approved prior to the enactment of Measure D¹ in November 1978, the Planning and Zoning Commission may permit an open or covered parking space measuring no less than seven (7) feet six (6) inches wide, by sixteen (16) feet long, to meet off-street parking requirements. The Commission may permit a minimum width dimension for a double-car open or covered parking space to be fourteen (14) feet. All minimum width dimensions shall be increased by one (1) foot of width adjacent to each wall, fence, property line or other fixed obstruction that restricts access abutting the long dimension of the parking space.



City of Albany

Green Building Program Rating System for Remodeling Projects* Supplemental Application Form

*Please obtain other appropriate Green Point Checklist for projects other than Single Family Residential Remodeling Projects

Project Address: 924 Curtis Street

Checklist Prepared By: Tierney Conner Architecture - J. Conner

Date Prepared: 10.18.2017

	INPUT	Resources	Energy	IAQ/Health
--	-------	-----------	--------	------------

A. Site

1. Recycle Job Site Construction & Demolition Waste 65% = 1 point; 75% = 2 points; 80% = 4 points	up to 4 Resource pts	75%	2		
2. Salvage Reusable Building Materials	4 Resource pts	y=yes			
3. Remodel for Mixed Use, Adaptive Reuse, and Historic Preservation	4 Resource pts	y=yes	N	2	
4. Protect Native Soil	2 Resource pts	y=yes	N		
5. Minimize Disruption of Existing Plants & Trees	1 Resource pt	y=yes	N		
6. Implement Construction Site Stormwater Practices	2 Resource pts	y=yes	Y		
7. Protect Water Quality with Landscape Design	2 Resource pts	y=yes	N		
8. Design Resource-Efficient Landscapes and Gardens	4 Resource pts	y=yes	N		
9. Reuse Materials/Use Recycled Content Materials for Landscape Areas	2 Resource pts	y=yes	N		
10. Install High-Efficiency Irrigation Systems	2 Resource pts	y=yes	N		
11. Provide for On-Site Water Catchment / Retention	2 Resource pts	y=yes	N		

B. Foundation

1. Incorporate Recycled Flyash in Concrete 25% Recycled Flyash = 2 points; Add 1 point for every 10% increase of flyash, up to 5 points	up to 5 Resource pts	N			
2. Use Recycled Content Aggregate	2 Resource pts	y=yes	N		
3. Insulate Foundation/Slab before backfill	3 Energy pts	y=yes	N		

C. Structural Frame

1. Substitute Solid Sawn Lumber with Engineered Lumber	3 Resource pts	y=yes	N		
2. Use FSC Certified Wood for framing (For every 10% of FSC lumber used = 2 points, up to 10)	up to 10 Resource pts.		N		
3. Use Wood I-Joists for Floors and Ceilings	2 Resource pts	y=yes	N		
4. Use Web Floor Trusses	2 Resource pts	y=yes	N		
5. Design Energy Heels on Trusses 6" or more	2 Energy pts	y=yes	N		
6. Use Finger-Jointed Studs for Vertical Applications	2 Resource pts	y=yes	N		
7. Use Engineered Studs for Vertical Applications	2 Resource pts	y=yes	N		
8. Use Recycled Content Steel Studs for Interior Framing	2 Resource pts	y=yes	N		
9. Use Structural Insulated Panels (SIPs)					
a. Floors	3 Energy pts	y=yes	N		
b. Wall	3 Energy pts	y=yes	N		
c. Roof	3 Energy pts	y=yes	N		

			INPUT	Resources	Energy	IAQ/Health
10. Apply Advanced Framing Techniques	4 Resource pts	y=yes	N			
11. Use Reclaimed Lumber for Non Structural Applications	3 Resource pts	y=yes	N			
12. Use OSB			N			
a. Subfloors	1 Resource pt	y=yes	N			
b. Sheathing	1 Resource pt	y=yes	N			

D. Exterior Finish

1. Use Sustainable Decking Materials						
a. Recycled content	3 Resource pts	y=yes	N			
b. FSC Certified Wood	3 Resource pts	y=yes	N			
2. Use Treated Wood That Does Not Contain Chromium/Arsenic	1 IAQ/Health pt	y=yes	Y			1
3. Install House Wrap under Siding	1 IAQ/Health pt	y=yes	N			
4. Use Fiber-Cement Siding Materials	1 Resource pt	y=yes	N			

E. Plumbing

1. Install Water Heater Jacket	1 Energy pt	y=yes	Y			
2. Insulate Hot and Cold Water Pipes	2 Energy pts	y=yes	N			
3. Retrofit all Faucets and Showerheads with Flow Reducers						
a. Faucets (1 point each, up to 2 points)	Up to 2 Resource pts.		N			
b. Showerheads (1 point each, up to 2 points)	Up to 2 Resource pts.		N			
4. Replace Toilets with Ultra-Low Flush Toilets (1 point each, up to 3 points)	Up to 3 Resource pts.		N			
5. Install Chlorine Filter on Showerhead	1 IAQ/Health pt	y=yes	N			
6. Convert Gas to Tankless Water Heater	4 Energy pts	y=yes	Y		4	
7. Install Water Filtration Units at Faucets (2 points each, up to 4 points)	Up to 4 IAQ/Health pts.		N			
8. Install On-Demand Hot Water Circulation Pump	4 Resource pts	y=yes	N			

F. Electrical

1. Install Compact Fluorescent Light Bulbs (CFLs) (6 bulbs=2 points, 10 bulbs =3 points, 12 bulbs = 4 points)	Up to 4 Energy pts.		N			
2. Install IC-AT Recessed Fixtures with CFLs (1 point each, up to 5 points)	Up to 5 Energy pts.		Y		5	
3. Install Lighting Controls (1 point per fixture, up to 4 points)	Up to 4 Energy pts.		N			
4. Install High Efficiency Ceiling Fans with CFLs (1 point each, up to 4 points)	Up to 4 Energy pts.		N			

G. Appliances

1. Install Energy Star Dishwasher	1 Energy pt	y=yes	Y			
2. Install Washing Machine with Water and Energy Conservation Features	1 Energy pt	y=yes	Y			
3. Install Energy Star Refrigerator	1 Energy pt	y=yes	Y			
4. Install Built-In Recycling Center	3 Resource pts	y=yes	Y	3		

H. Insulation

1. Upgrade Insulation to Exceed Title 24 Requirements						
a. Walls	2 Energy pts	y=yes	N			
b. Ceilings	2 Energy pts	y=yes	N			

			INPUT	Resources	Energy	IAQ/Health
2. Install Floor Insulation over Crawl Space	4 Energy pts	y=yes	N			
3. Install Recycled-Content, Fiberglass Insulation with No Added Formaldehyde	3 IAQ/Health pts	y=yes	Y			3
4. Use Advanced Infiltration Reduction Practices	2 Energy pts	y=yes	N			
5. Use Cellulose Insulation						
a. Walls	4 Resource pts	y=yes	N			
b. Ceilings	4 Resource pts	y=yes	N			
6. Alternative Insulation Products (Cotton, spray-foam)						
a. Walls	4 Resource pts	y=yes	N			
b. Ceilings	4 Resource pts	y=yes	N			
I. Windows						
1. Install Energy-Efficient Windows						
a. Double-Paneled	1 Energy pt	y=yes	Y		1	
b. Low-Emissivity (Low-E)	2 Energy pts	y=yes	Y		2	
c. Low Conductivity Frames	2 Energy pts	y=yes	Y		2	
2. Install Low Heat Transmission Glazing	1 Energy pt	y=yes	N			
J. Heating Ventilation and Air Conditioning						
1. Use Duct Mastic on All Duct Joints	2 Energy pts	y=yes	Y		2	
2. Install Ductwork within Conditioned Space	3 Energy pts	y=yes	N			
3. Vent Range Hood to the Outside	1 IAQ/Health pt	y=yes	Y			1
4. Clean all Ducts Before Occupancy	2 IAQ/Health pts	y=yes	N			
5. Install Solar Attic Fan	2 Energy pts	y=yes	N			
6. Install Attic Ventilation Systems	1 Energy pt	y=yes	N			
7. Install Whole House Fan	4 Energy pts	y=yes	N			
8. Install Sealed Combustion Units						
a. Furnaces	3 IAQ/Health pts	y=yes	Y			1
b. Water Heaters	3 IAQ/Health pts	y=yes	Y			1
9. Replace Wall-Mounted Electric and Gas Heaters with Through-the-Wall Heat Pumps	3 Energy pts	y=yes	N			
10. Install 13 SEER/11 EER or higher AC with a TXV	3 Energy pts	y=yes	N			
11. Install AC with Non-HCFC Refrigerants	2 Resource pts	y=yes	N			
12. Install 90% Annual Fuel Utilization Efficiency (AFUE) Furnace	2 Energy pts	y=yes	Y		2	
13. Retrofit Wood-Burning Fireplaces						
a. Install EPA certified wood stoves/inserts	1 IAQ/Health pt	y=yes	N			
b. Install/Replace Dampers	1 Energy pt	y=yes	N			
c. Install Airtight Doors	1 Energy pt	y=yes	N			
14. Install Zoned, Hydronic Radiant Heating	3 Energy pts	y=yes	N			
15. Install High Efficiency Filter	4 IAQ/Health pts	y=yes	N			
16. Install Heat Recovery Ventilation Unit (HRV)	5 IAQ/Health pts	y=yes	N			
17. Install Separate Garage Exhaust Fan	3 IAQ/Health pts	y=yes	N			
K. Renewable Energy and Roofing						
1. Pre-Plumb for Solar Water Heating	4 Energy pts	y=yes	N			
2. Install Solar Water Heating System	10 Energy pts	y=yes	N			
3. Pre-Wire for Future Photovoltaic (PV) Installation	4 Energy pts	y=yes	N			
4. Install Photovoltaic (PV) System (1.2 kw = 6 points, 2.4 kw = 12 points, 3.6 kw = 18 points)	Up to 18 Energy pts		N			

			INPUT	Resources	Energy	IAQ/Health
6. Select Safe and Durable Roofing Materials	1 Resource pt	y=yes	N			
7. Install Radiant Barrier	3 Energy pts	y=yes	N			
L. Natural Heating and Cooling						
1. Incorporate Passive Solar Heating	5 Energy pts	y=yes	N			
2. Install Overhangs or Awnings over South Facing Windows	3 Energy pts	y=yes	N			
3. Plant Deciduous Trees on the West and South Sides	3 Energy pts	y=yes	N			
M. Indoor Air Quality and Finishes						
1. Use Low/No-VOC Paint	1 IAQ/Health pts	y=yes	Y			1
2. Use Low VOC, Water-Based Wood Finishes	2 IAQ/Health pts	y=yes	Y			2
3. Use Low/No VOC Adhesives	3 IAQ/Health pts	y=yes	Y			3
4. Use Salvaged Materials for Interior Finishes	3 Resource pts	y=yes	N			
5. Use Engineered Sheet Goods with no added Urea Formaldehyde	6 IAQ/Health pts	y=yes	Y			6
6. Use Exterior Grade Plywood for Interior Uses	1 IAQ/Health pts	y=yes	N			
7. Seal all Exposed Particleboard or MDF	4 IAQ/Health pts	y=yes	N			
8. Use FSC Certified Materials for Interior Finish	4 Resource pts	y=yes	N			
9. Use Finger-Jointed or Recycled-Content Trim	1 Resource pts	y=yes	N			
10. Install Whole House Vacuum System	3 IAQ/Health pts	y=yes	N			
N. Flooring						
1. Select FSC Certified Wood Flooring	8 Resource pts	y=yes	N			
2. Use Rapidly Renewable Flooring Materials	4 Resource pts	y=yes	N			
3. Use Recycled Content Ceramic Tiles	4 Resource pts	y=yes	N			
4. Install Natural Linoleum in Place of Vinyl	5 IAQ/Health pts	y=yes	N			
5. Use Exposed Concrete as Finished Floor	4 Resource pts	y=yes	N			
6. Install Recycled Content Carpet with Low VOCs	4 Resource pts	y=yes	N			
O. City of Albany Incentives						
1. Additions less than 50% increase in floor area	20 Resource pts	y=yes	N			
2. Additions less than 200sq.ft. or resulting in less than 1,500sq.ft.	10 Resource pts	y=yes	N			
3. Seismic upgrade of existing building	25 Resource pts	y=yes	N			
4. For having a hybrid or zero emissions vehicle	2 IAQ/Health pts	y=yes	Y			2
5. For having no automobile	5 Resource pts	y=yes	N			
6. Plant more than one street tree when feasible	2 IAQ/Health pts	y=yes	N			
7. Earthquake kit	2 IAQ/Health pts	y=yes	N			
				7	22	21
TOTAL POINTS ACCUMULATED:	50 points total Req'd			50		
(50 Points REQUIRED from all 3 columns)						