



Planning & Development Department
Land Use Planning Division

Action Minutes

Zoning Adjustments Board Thursday, July 10, 2025 - 7:00 PM

Preliminary Matters:

1. **Roll Call:**

Commissioners Present: Ali Kashani (Mayor Appointee), Yes Duffy (District 1), Kimberly Gaffney (Chairperson, District 2), Michael Thompson (District 3), Janis Ching (District 4), Shannon Allen (District 5), Brandon Yung (Vice Chairperson District 7), Debra Sanderson (District 8)

Leave of Absence: Sadie Mae Palmatier (District 4), Peter Choi (District 6)

Staff Present: Nilu Karimzadegan (Secretary), Vicky Schlepp (Clerk), Samella Stover (Clerk), Boshi Fu, Sarah Price

2. **Ex Parte Communications:** None

3. **Land Acknowledgement**

4. **Public Comment on Non-Agenda Items:** None

5. **Order of Agenda:**

The Board Chairperson may reorder the agenda at the beginning of the meeting.

No changes made.

6. Consent Calendar

A. Approval of Action Minutes from June 12, 2025

Recommendation: APPROVE

Motion / Second: Kashani / Sanderson

Vote: 8-0-0-1-0 (Absent: Choi)

Action: APPROVED

8-0-0-1-0 (Absent: Choi)

B. 924-930 Carleton Street: Use Permit #ZP2023-0094 for a change of use from office to live/work units (5,685 square feet total) by converting four existing office spaces into four live/work units within a two-story building (32 feet, 1 inch in maximum height) on a 16,664 square-foot lot that includes four existing live/work units.

Zoning:	Mixed Use-Residential District (MU-R District)
CEQA Determination:	The Initial Study and Mitigated Negative Declaration (IS/MND) adopted in March 2000 analyzed live/work uses and find that no subsequent amendments are required, pursuant to CEQA Guidelines Section 15162.
Applicant:	Devi Dutta Architecture, 928 Carleton Street, Berkeley, CA 94710
Owner:	8th Street Lofts, Jonathan Burke, HOA President, 926 Carleton Street, Berkeley, CA 94710
Staff Planner:	Boshi Fu, BFu@berkeleyca.gov , 510-981-7544
Recommendation:	APPROVE Use Permit #ZP2023-0094 pursuant to Section 23.406.040 (E) "Findings for Approval"
Motion / Second:	Kashani / Sanderson
Vote:	8-0-0-1-0 (Absent: Choi)

Action:

APPROVED with the following modifications to the Conditions of Approval:

- Added a condition requiring that the applicant submit a revised floor plan at the time of building permit submittal to reflect that each live/work unit contains a minimum of 50 percent of gross floor area dedicated to workspace, in compliance with BMC Section 23.312.040(A)(1)(b); and
- Removed Condition III(6)(b), requiring that an additional Use Permit for *Employment, Client and Customer Visit* per BMC Section 23.312.040(A)(3)(a) and (b) be required.

7. **Action Calendar**: No items.

8. **Subcommittee Reports**:

A. **Design Review Committee (DRC)**:

- i. The DRC conducted a continued Preliminary Design Review for the construction of a two-story mixed-use building with 6 residential units and a ground floor commercial space at 2942 College Avenue with favorable recommendations to ZAB and direction for Final Design Review.
- ii. The DRC conducted a Preliminary Design Review for the construction of an eight-story residential building including 36 units at 2442 Haste Street with favorable recommendations to ZAB and direction for Final Design Review.

9. **Correspondence**: None

10. **ZAB Announcements**:

- A. ZAB requested a copy of the Annual Progress Report presented to the City Council annually.
- B. ZAB requested that staff provide explanation on the changes made to the ZAB report templates.

11. **Staff Announcements**: None

12. **Next Meeting**: July 24, 2025

13. Adjourn: 7:50 PM; Motion / Second: Gaffney / Sanderson; Vote: 8-0-0-1-0 (Absent: Choi)

Members of the Public:

Present: 3
Speakers: 0



Nilu Karimzadegan, Senior Planner
Co-Secretary of the Zoning Adjustments Board