

**ACTION MINUTES
OF THE ZONING ADMINISTRATOR MEETING**

City Council Chambers
809 Center Street
Santa Cruz, CA 95060

10:00 A.M. SESSION
Special Meeting
July 3, 2012

Staff Present Eric Marlatt, Zoning Administrator
Linda Miranda, Recording-Secretary

Audience: 4

Eric Marlatt, Zoning Administrator, called the meeting to order at 10:00 a.m. in the Council Chambers of City Hall. He welcomed members of the public to the meeting and read a list of the items to be heard at this morning’s meeting, describing the procedures to be followed for the public hearing. He also informed those in attendance of their right to appeal any of the decisions of the Zoning Administrator, noting that appeals must be filed within ten calendar days of the meeting date. He noted all appeals must be filed in the Planning Department along with the appeal fee of \$500, unless the project is appealable to the California Coastal Commission.

Call to Order by Zoning Administrator Eric Marlatt

Oral Communications—None

Announcements - No action shall be taken on these items.

Old Business—None.

New Business

- | | | | |
|----|--|------------------|-----------------------|
| 1. | 221 Walk Circle | CP12-0073 | APN 004-153-24 |
| | Design Permit for a second-story addition to a single-family dwelling and detached accessory building on a substandard lot in the R-1-5/CZ-O zone district. (Coastal Permit Exemption) (Environmental Determination: Categorical Exemption) (Roening, Jeffrey R. & Elizabeth, owner/filed: 5/9/2012)JL | | |
| | Recommendation: That the Zoning Administrator acknowledge the environmental determination and approve the Design Permit based upon the Conditions of Approval listed in Exhibit “A”. | | |

The Zoning Administrator summarized the report.

The public hearing was opened.

SPEAKING FROM THE FLOOR:
Jeffrey Roenning

No one wished to speak and the public hearing was closed.

ZONING ADMINISTRATOR ACTION: The Zoning Administrator acknowledged the environmental determination and approved the project at 221 Walk Circle, subject to the findings and conditions contained in the staff report; with revised condition 24.

REVISED CONDITION 24:

24. All windows on the proposed addition shall match the windows on the existing residence in terms of grid patterns and fenestration. ~~feature exterior grids and be of a high quality durable material.~~

2. 415 Seabright Ave. CP11-0163 APN 010-233-16
Six-month review of a condition of approval for an Administrative Use Permit for beer & wine in restaurant in the CN zone district. (Environmental Determination: Categorical Exemption) (De Palma, Carole A. Trust Et al, owner/filed: 11/8/2011)DL
Recommendation: That the Zoning Administrator acknowledge the environmental review and approve the six-month review of the permit based upon the Conditions of Approval listed in Exhibit "A".

Since the applicant was not present, the Zoning Administrator heard the following item, allowing the applicant ample time to arrive, and speak to the item.

The Zoning Administrator summarized the report.

SPEAKING FROM THE FLOOR WITH CONCERNS:
Al Crema

No one else wished to speak and the public hearing was closed.

ZONING ADMINISTRATOR ACTION: The Zoning Administrator CONTINUED the project at 415 Seabright Ave, to the Zoning Administrator hearing of September 5, 2012; this item will not be re-noticed or re-advertised.

3. 142 Cayuga Street CP12-0064 APN 010-206-23
Design Permit to add a 389 square foot addition to the second floor on a substandard R-1-5 lot. (Environmental Determination: Categorical Exemption) (Coastal Permit Exclusion) (Cambra, Leigh A., U/W as JT, et al, owner/filed: 4/26/2012)MF
Recommendation: That the Zoning Administrator acknowledge the environmental determination and approve the Design Permit based upon the Conditions of Approval listed in Exhibit "A".

The Zoning Administrator summarized the report.

The public hearing was opened.

SPEAKING FROM THE FLOOR:

Brian Aced

No one wished to speak and the public hearing was closed.

ZONING ADMINISTRATOR ACTION: The Zoning Administrator acknowledged the environmental determination and approved the project at 142 Cayuga St., subject to the findings and conditions contained in the staff report; with added conditions 13; 14 and 15.

ADDED CONDITIONS 13; 14 & 15:

13. The applicant and contractor who obtains a building permit for the project shall be required to sign the following statement at the bottom of these conditions, which will become conditions of the building permit:

"I understand that the subject permit involves construction of a building (project) with an approved Design Permit. I intend to perform or supervise the performance of the work allowed by this permit in a manner which results in a finished building with the same level of detail, articulation, and dimensionality shown in the plans submitted for building permits. I hereby acknowledge that failure to construct the building as represented in the building permit plans, may result in delay of the inspections process and/or the mandatory reconstruction or alteration of any portion of the building that is not in substantial conformance with the approved plans, prior to continuation of inspections or the building final."

Signature of Building Contractor

Date

14. All refuse and recycling activities during construction shall be done in accordance with Chapter 6.12 of the Santa Cruz Municipal Code. Be aware that private companies offering refuse or debris box services are not allowed to operate within the City limits, except under certain limited circumstances detailed in Chapter 6.12.160.

15. Before obtaining a building permit, the property owner shall file with the County Recorder a Declaration of Restrictions in accordance with Section 24.16.160 containing a reference to the deed under which the property was acquired by the present owner and stating that the structure is intended for use as a single-family residence with internal circulation maintained throughout and shall contain only one kitchen. A copy of the recorded Declaration of Restrictions shall be submitted to the Planning Department prior to the issuance of building permits.

Adjournment—10:20 am

The next Zoning Administrator meeting will be held on Wednesday, July 18, 2012 at 10:00 a.m. in the City Council Chambers.

APPROVED:

ERIC MARLATT, ZONING ADMINISTRATOR