

**ACTION MINUTES
OF THE ZONING ADMINISTRATOR MEETING**

City Council Chambers
809 Center Street
Santa Cruz, CA 95060

July 17, 2013
10:00 A.M. SESSION

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

Audience: 6 members of the audience.

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.

Public Hearings

Old Business - None

New Business

- 1. 251 Marnell Avenue CP13-0070 APN 009-352-02**
Administrative Use Permit to construct a detached, two-story Accessory Dwelling Unit on a standard lot in the R-1-5 zone district (Environmental Determination: Categorical Exemption) (John & Kathleen Hillstrom, owner/filed: 5/15/2013) **MF**
Recommendation: That the Zoning Administrator acknowledge the environmental determination and approve the Administrative Use Permit, subject to the findings noted in the staff report and the Conditions of Approval, listed in Exhibit "A".

The City of Santa Cruz does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, we ask that you attend fragrance free. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the City Clerk's Department at 420-5030 at least five days in advance so that we can arrange for such special assistance, or email CityClerk@cityofsantacruz.com. The Cal-Relay system number: 1-800-735-2922.

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The Zoning Administrator summarized the report.

The public hearing was opened.

SPEAKING FROM THE FLOOR:

John Hillstrom

CORRESPONDENCE RECEIVED WITH CONCERNS:

Leah and Ben Taylor

SPEAKING FROM THE FLOOR WITH CONCERNS:

Ben Taylor

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

ZONING ADMINISTRATOR ACTION: The Zoning Administrator acknowledged the environmental determination and approved the project at, 121 Cowell St., subject to the findings and conditions contained in the staff report.

2. 121 Cowell Street

CP13-0065

APN 004-234-23

Design Permit to construct a new 3,380 square foot single-family residence on a vacant lot in the R-1-5/CZ-O Zone District. (Environmental Determination: Categorical Exemption) (Frentz, Kimberly, owner/filed: 5/9/2013) **NC**

Recommendation: That the Zoning Administrator acknowledge the environmental determination and approve the Design Permit, subject to the findings noted in the staff report and the Conditions of Approval, listed in Exhibit "A".

The public hearing was opened.

SPEAKING FROM THE FLOOR:

Daryl Woods

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, 251 Marnell Ave., subject to the findings and conditions contained in the staff report; with revised condition 6 (bullet item 1); condition 17; added condition 18.

REVISED CONDITION 6 (BULLET ITEM 1); CONDITION 17; ADDED CONDITION 18:

6. Plans shall be revised to include the following :

- **Inclusion of a decorative** ~~Change in garage doors to two decorative doors with windows~~ **that is consistent with the architecture of the residence.**
- Detailed Landscape Plan to provide further articulation of the courtyard wall for the streetscape.

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17. Final building plans shall include a site plan and supporting information that shows compliance with all recommendations in the Tree Resource Evaluation Construction Impact Analysis prepared for the property by M. Hamb dated June 21, 2013. Additionally, plans shall include a 24 inch **box** maple tree **and three 15-gallon trees subject to review and approval of the City Arborist** to address the replacement tree requirement.
18. **Prior to issuance of a building permit, the applicant shall provide the Planning Department with a contract from a certified arborist that covers implementation of the tree preservation measures included in the Tree Resource Evaluation Construction Impact Analysis prepared by Maureen Hamb dated June 21, 2013.**

3. 216 Woodrow Avenue CP13-0064

APN 004-192-14

Design Permit to construct a second-story addition to a single-family house on a substandard lot in the R-1-5/CZ-O zone district. (Environmental Review: Categorical Exemption) (Parker, Jonathan Blake & Dorinda, owner/filed: 5/9/2013) **JL**

Recommendation: That the Zoning Administrator acknowledge the Design Permit, subject to the findings noted in the staff report and the Conditions of Approval, listed in Exhibit "A".

The Zoning Administrator summarized the report.

The public hearing was opened.

SPEAKING FROM THE FLOOR:

Peter Spellman

EMAIL CORRESPONDENCE RECEIVED WITH CONCERNS:

Mike Tsai

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, 216 Woodrow Ave., subject to the findings and conditions contained in the staff report.

Adjournment—10:22am

The next Zoning Administrator meeting will be held on August 7, 2013 at 10:00 a.m. in the City Council Chambers.

APPROVED:

ERIC MARLATT, ZONING ADMINISTRATOR