

**ACTION MINUTES
OF THE ZONING ADMINISTRATOR MEETING**

City Council Chambers
809 Center Street
Santa Cruz, CA 95060

November 20, 2013
10:00 A.M. SESSION

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

Audience: Seven members of the audience

Eric Marlatt, Zoning Administrator, called the meeting to order at 10:02 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. 541 Seabright Avenue CP13-0148 APN 010-212-06**
Administrative Use Permit to establish a retail store in a previous office space in a multi-tenant building in the CN district. (Environmental Determination: Categorical Exemption) (Myers, Pamela U/W Life Estate, owner/filed: 10/2/2013) **MF**
Recommendation: That the Zoning Administrator acknowledge the environmental determination and approve the Administrative Use Permit, based on 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:

Jacob Seedman

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 541 Seabright Ave., subject to the findings and conditions contained in the staff report.

2. 921 Pelton Avenue

CP13-0147

APN 004-202-05

Coastal Permit for a one-story, detached Accessory Dwelling Unit on a standard lot with an existing single-family dwelling in the R-1-5/CZ-O/SP-O zoning district (Environmental Determination: Categorical Exemption)) (Mark Seasholes, owner/filed: **9/30/2013**) **MF**

This project requires a Coastal Permit which is appealable to the California Coastal Commission after all possible appeals are exhausted through the City.

Recommendation: That the Zoning Administrator acknowledge the environmental determination and approve the Coastal Permit, based on 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:

John Hofacre

SPEAKING FROM THE FLOOR WITH CONCERNS:

Don & Cathy Iglesias

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 931 Pelton Ave., subject to the findings and conditions contained in the staff report; with revised condition 12 (bullet items 5 & 6).

REVISED CONDITION 12 (BULLET ITEMS 5 & 6):

- Indicate location of the sanitary sewer lateral on the plans. Lateral shall be SDR 26 from property line to the main per City standard lateral and trench details. **If required**, provide sewer cleanout capped with a popper in the new sidewalk for sanitary sewer lateral per City standard detail. Include notes and City Standard Details 1 and 2 of 23 on the plans.

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- Installation a 5-foot sidewalk and 4-foot landscape strip along property frontage per City standard details for curb gutter, and sidewalk and landscape strip per City standard detail. Include notes and City Standard Detail 8 of 23 on the plans. **This requirement may be deferred and the improvement guaranteed with a bond at the discretion of the Public Works Department.**

3. 113 Lincoln Street

CP13-0141

APN 005-141-11

Administrative Use and Design Permits to add a 2,600 sq. ft. second floor to an existing 5,400 sq. ft. commercial fitness center in the CBD zoning district. (Environmental Determination: Categorical Exemption) (Bellito, Christophe & Cecile, Trustees, owner/filed: 9/26/2013) **JL**

Recommendation: That the Zoning Administrator continue this item to the Zoning Administrator meeting of December 18, 2013

ZONING ADMINISTRATOR ACTION: The Zoning Administrator acknowledged the environmental determination and CONTINUED the item to the Zoning Administrator meeting of December 18, 2013. The item is scheduled for review by the Downtown Commission on December 5, 2013.

Adjournment—10:21am

The next Zoning Administrator meeting will be held on December 4, 2013 at 10:00 a.m. in the City Council Chambers.

APPROVED:

ERIC MARLATT, ZONING ADMINISTRATOR

Any writing related to an agenda item for the open session of this meeting distributed to the Zoning Administrator less than 72 hours before this meeting is available for inspection at the City Planning Department, 809 Center Street, Room 107 or on the City's website www.cityofsantacruz.com. These writings will also be available for review at the Zoning Administrator meeting in the public review binder at the rear of the Council Chambers.

Appeals must be received by the Planning Department within ten (10) calendar days following the date of the action from which such appeal is being taken. An appeal must be accompanied by a five hundred dollar (\$500) filing fee, unless the item involves a Coastal Permit that is appealable to the Coastal Commission, in which case there is no fee.