

**ACTION MINUTES  
OF THE ZONING ADMINISTRATOR MEETING**

City Council Chambers  
809 Center Street  
Santa Cruz, CA 95060

February 18, 2015  
10:00 A.M. SESSION

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

Audience: Approx. 20 audience members.

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.

**New Business**

1. **1222 West Cliff Dr. CP13-0180 APN 003-293-05**  
Design Permit and Coastal Permit to add 659 square feet to existing one-story 1317 single family dwelling on a standard lot in the R-1-5/CZO/SPO zone district and the West Cliff Dr. Overlay District (Environmental Determination: Categorical Exemption) (Brusato Marian Rae Co-Trustee, owner/filed: 11/13/13) **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 Design Permit, and Coastal 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.

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](mailto:CityClerk@cityofsantacruz.com). The Cal-Relay system number: 1-800-735-2922.

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SPEAKING FROM THE FLOOR:

Bill Kempf noted that there are underground utilities currently in place between the detached garage and single-family residence.

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, 1222 West Cliff Dr., subject to the findings and conditions contained in the staff report.

**REVISED CONDITIONS 15 (strike out); 16 & 26:**

- ~~15. All utilities and transformer boxes shall be placed underground in accordance with the provisions of Section 24.12.700 through 24.12.740 of the Zoning Ordinance.~~
- 16. Install a ~~5-foot wide~~ sidewalk along the entire frontages of West Cliff and Delacosta per City standard detail. Include notes and City Standard Detail 8 of 23 on the plans.
- 26. Handicap access shall be provided **on the new sidewalks** in accordance with California Building Code.

- 2.      **207 Hall Street**                              **CP14-0123**                              **APN 011-162-18**  
Design Permit for a new two-story single-family residential house on a substandard lot in the RL zone district. (Environmental Determination: Categorical Exemption) (Mary and Mathew Gorman Trustees, owners/filed: 9/23/14) MF  
**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 Zoning Administrator summarized the report.

The public hearing was opened.

SPEAKING FROM THE FLOOR:

Doug Silveira  
Joel Boisvert

CORRESPONDENCE RECEIVED WITH CONCERNS:

Joseph Urban

SPEAKING FROM THE FLOOR WITH CONCERNS:

Cody Barnum

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

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**ZONING ADMINISTRATOR ACTION:** The Zoning Administrator acknowledged the environmental determination and approved the project at 207 Hall St., subject to the findings and conditions contained in the staff report.

3.       **1010 Fair Avenue**                               **CP14-0161**                               **APN 003-101-29**  
Administrative Use Permit to establish a coffee shop and cafe with outdoor seating and Design Permit for exterior modifications including signage for a tenant space at an existing multi-tenant building in the IG/PER-2 (General Industrial-Performance Overlay) zone district. (Environmental Determination: Categorical Exemption) (1010 LLC, owner/filed: 12/5/2014)                               SH  
**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 Zoning Administrator summarized the report.

The public hearing was opened.

**SPEAKING FROM THE FLOOR:**

Dan Gomez

The Zoning Administrator clarified that the project also qualifies for a Coastal Permit Exemption.

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 1010 Fair Ave., subject to the findings and conditions contained in the staff report.

**REVISED CONDITION 3:**

3. This permit shall be exercised within ~~30 days~~ 3 years of the date of final approval or it shall become null and void.

4.       **204 Laguna Street**                               **CP14-0160**                               **APN 004-274-36**  
Design Permit to construct a second-story addition to a single family dwelling on a substandard lot in the R-1-5 /CZO zone district. (Environmental Review: Categorical Exemption) (Roberta Hunter & Donna Meyers, owners filed: 12/4/14)                               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 Zoning Administrator summarized the report.

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The public hearing was opened.

SPEAKING FROM THE FLOOR:

Donna Meyers

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 204 Laguna St., subject to the findings and conditions contained in the staff report.

**REVISED CONDITION 10, BULLET 2:**

10. The plans are subject to review and approval by the Building department and shall address the following:

- **The applicant may be required to** provide details of **the existing** deck. If deck is closer than five feet to the property line, deck may be required to have a greater setback than five feet in order to meet fire-resistive requirements.

Adjournment—10:43AM

The next Zoning Administrator meeting will be held on March 4, 2015 at 10:00 a.m. in the City Hall Council Chambers.

**APPROVED:**

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**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](http://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 California Coastal Commission, 725 Front St., Suite 300, Santa Cruz, CA 95060 in which case there is no fee.