

**ACTION MINUTES  
OF THE ZONING ADMINISTRATOR MEETING**

City Council Chambers  
809 Center Street  
Santa Cruz, CA 95060

November 5, 2014  
10:00 A.M. Session

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

Audience:           6

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**

- |  |                  |                       |
|--|------------------|-----------------------|
| <b>1. 109 Sylvar St.</b>   | <b>CP13-0087</b> | <b>APN 006-172-18</b> |
| Administrative Use Permit for a historic preservation use variation to allow the conversion of a historic single-family residence to a duplex in the R-1-5/H-O zone district and a Lot Line Adjustment to increase the size of the lot to meet the requirements for the use variation. (Environmental Determination: Categorical Exemption)(James and Paul Stanger, owners/filed: 6/13/2013) |                  |                       |
|  |                  | <b>KD</b>             |

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.

Action Minutes

**Recommendation:** That the Zoning Administrator acknowledge the environmental determination, and approve the Administrative Use Permit, and Lot Line Adjustment, 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:

James and Paul Stanger

Peter Stanger

SPEAKING FROM THE FLOOR WITH CONCERNS:

Joel Michalak

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, 109 Sylvar St., subject to the findings and conditions contained in the staff report; with revised finding #1; and added condition #15.

**REVISED FINDING #1:**

**FINDINGS**

*Division of Land - Fewer Than Five Parcels - Maps Required, Section 23.12.030.1*

- 1. The lot line adjustment does not create a greater number of parcels than originally existed.*

The proposed lot line adjustment would move the rear property line four inches to the west, increasing the size of the subject parcel by ~~719 feet~~ **19 feet**. It would not create any additional parcels or building sites.

**Added Condition #15:**

- 15. A new property description shall be recorded with the County Recorder's Office for each of the properties affected by the Boundary Line Adjustment and a copy of the recorded description(s) provided to the City Planning Department prior to issuance of a building permit for the remodel and addition to the residence.**

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**Adjournment—10:14am.**

The next Zoning Administrator meeting will be held on November 19, 2014 at 10:00 a.m. in the City 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.