

**ACTION MINUTES
OF THE ZONING ADMINISTRATOR MEETING**

City Council Chambers
809 Center Street
Santa Cruz, CA 95060

August 17, 2016
10:00 A.M. SESSION

Staff Present: Ryan Bane, Deputy Zoning Administrator
Linda Miranda, Recording-Secretary

Audience: Approx. 20 members of the audience

Ryan Bane, Deputy Zoning Administrator, called the meeting to order at 10:01 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 \$514, unless the project is appealable to the California Coastal Commission.

Call to Order by Deputy Zoning Administrator Ryan Bane

Oral Communications—None

Announcements - No action shall be taken on these items.

Public Hearings

Old Business - None

Continued from the Zoning Administrator Meeting of July 20, 2016.

1. 338 FREDERICK STREET CP16-0040 APN 011-092-62

Design Permit to legalize the conversion of an attached garage and enclosed deck to habitable space, and construct a two-story addition to an existing two-story single-family residence, a detached carport and a detached shed on a substandard lot in the R-1-5 zone district. (Coastal Permit Exclusion) (Environmental Determination: Categorical Exemption) (COLIN AND MARYANNE CAMPBELL owner/filed: 2/25/2016) NC

Recommendation: That the Zoning Administrator acknowledges the environmental determination and approves Design Permit per the findings noted in the staff report and the Conditions of Approval, listed as Exhibit "A".

The Zoning Administrator summarized the report.

The public hearing was opened.

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The public hearing was opened.

SPEAKING FROM THE FLOOR:

Maryanne Campbell
Jenney Evans

SPEAKING FROM THE FLOOR WITH CONCERNS:

Kennan and Karen Ward
Rose Giannetto
Rich Waters

CORRESPONDENCE RECEIVED WITH CONCERNS:

Rose Giannetto
Kennan and Karen Ward
Teresa Brock

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 338 Frederick St., subject to the findings and conditions contained in the staff report.

New Business

2. 724 RIVERSIDE AVENUE CP16-0002 APN 007-401-24

Design Permit to legalize lower floor conversion of a permitted, detached garage and construct a second-story on same garage to create a dwelling unit. Variance to allow development of this additional unit on a substandard lot in the RM zoning district that does not meet the minimum lot width for two units. (Coastal Permit Exclusion) (Environmental Determination: Categorical Exemption) (MALE FRANK WADE, owner/filed: 1/7/2016) NC

Recommendation: That the Zoning Administrator acknowledges the environmental determination and approves Design Permit and Variance per the findings noted in the staff report and the Conditions of Approval, listed as Exhibit "A".

ZONING ADMINISTRATOR ACTION: The Zoning Administrator continued the item to the Zoning Administrator meeting of September 7, 2016. This item will not be re-advertised.

3. 125 WALK CIR CP16-0080 APN 004-162-22

Design permit for a first and second story addition to an existing two-story home on a substandard lot in the R-1-5 zone district. (Environmental Determination: Categorical Exemption) (JOSHUA FODOR, owner/filed: 4/12/2016) CS

Recommendation: That the Zoning Administrator acknowledges the environmental determination and approves Design Permit per the findings noted in the staff report and the Conditions of Approval, listed as Exhibit "A".

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The Zoning Administrator summarized the report.

SPEAKING FROM THE FLOOR:

Josh Fodor

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

DELETED CONDITION No. 9:

- ~~9. Plans submitted for building permit application shall show the second story window on the rear elevation to be rectangular in shape and to match the fenestration style of the house.~~

ZONING ADMINISTRATOR ACTION: The Zoning Administrator acknowledged the environmental determination and approved the project at 125 Walk Circle, subject to the findings and conditions contained in the staff report with deleted condition No. 9.

4. 1101 Pacific Ave. #C & #D

CP16-0140

APN 005-141-20

Administrative Use Permit (Use Determination) to allow for a candle making business to occupy a ground floor tenant space of a mixed use building in the CBD Zone District (Pacific Avenue Retail District Subarea of the Downtown Recovery Plan). (Environmental Determination: Categorical Exemption) (CANFIELD LAUREL & PACIFIC LTD, owner/filed: 7/18/2016) SH

Recommendation: That the Zoning Administrator acknowledges the environmental determination and approves Administrative Use Permit (Use Determination) per the findings noted in the staff report and the Conditions of Approval, listed as Exhibit "A".

The Zoning Administrator summarized the report.

The public hearing was opened.

SPEAKING FROM THE FLOOR:

Jennifer Rubin

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 1101 Pacific Ave., #C & #D subject to the findings and conditions contained in the staff report.

Adjournment—10:43am

The next Zoning Administrator meeting will be held on September 7, 2016 at 10:00 a.m. in the City Council Chambers.

APPROVED:

RYAN BANE, DEPUTY ZONING ADMINISTRATOR

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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 fourteen dollar (\$514) 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.

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.