

**ACTION MINUTES  
OF THE ZONING ADMINISTRATOR MEETING**

City Council Chambers  
809 Center Street  
Santa Cruz, CA 95060

June 7, 2017  
10:00 A.M. SESSION

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

Audience: 3

Eric Marlatt, 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 Zoning Administrator Eric Marlatt

**Oral Communications—None**

**Announcements** - No action shall be taken on these items.

The Zoning Administrator announced a continuance for 2395 Delaware Ave, to the Zoning Administrator meeting of June 21, 2017, due to a noticing error, and that notices will be mailed for that meeting.

**Public Hearings**

Old Business - None

New Business

- 1. 416 Caledonia Street CP16-0188 APN 010-063-11**  
Design Permit and Administrative Use Permit to construct an ADU over an existing detached garage on a substandard lot in the RL zone district. (Environmental Determination: Categorical Exemption) (Bryan Martin, Owner/Filed 9/15/16) RB  
**Recommendation: That the Zoning Administrator acknowledges the environmental determination and approves the Design Permit and Administrative Use Permit per the findings noted in the staff report and the Conditions of Approval, listed as Exhibit "A".**

Action Minutes

The Zoning Administrator summarized the report.

The public hearing was opened.

SPEAKING FROM THE FLOOR:

Bryan Martin

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 416 Caledonia St., subject to the findings and conditions contained in the staff report, with revised condition #9.

**REVISED CONDITIION #9:**

9. The development of the site shall be in substantial accordance with the approved plans submitted and on file in the Department of Planning and Community Development of the City of Santa Cruz. **This approval allows the applicant to increase the pitch of the dormers if so desired.** All aspects of construction must be completed prior to occupancy. Major modifications to plans or exceptions to completion may be granted only by the City authority which approved the project.

The Zoning Administrator summarized the report.

The public hearing was opened.

SPEAKING FROM THE FLOOR:

Bryan Martin

**CORRESPONDENCE RECEIVED WITH CONCERNS:**

Resident, received May 31, 2017

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

**2. 2395 Delaware Avenue CP17-0029 APN 003-341-06**

Conditional Fence Permit and Coastal Permit to construct a six foot tall gate for vehicles and pedestrians in the front yard setback of a mobile home park (De Anza) in the R-L/CZO zone district. (Environmental Determination: Categorical Exemption) (Realty Systems, Owner/Filed 2.14.17) NC

This project requires a Coastal Permit which is appealable to the California Coastal Commission. Action taken at this meeting on the Coastal Permit may be appealed to the City Council utilizing the procedures noted below.

**Recommendation: That the Zoning Administrator continue the application to the June 21, 2017 meeting due to a noticing error. This item will be re-noticed.**

**ZONING ADMINISTRATOR ACTION:** The Zoning Administrator continued the item to the Zoning Administrator meeting of June 21, 2017 due to a noticing error.

## Adjournment—10:05am

The next Zoning Administrator meeting will be held on June 21, 2017 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](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 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](mailto:CityClerk@cityofsantacruz.com). The Cal-Relay system number: 1-800-735-2922.