

**ACTION MINUTES  
OF THE ZONING ADMINISTRATOR MEETING**

City Council Chambers  
809 Center Street  
Santa Cruz, CA 95060

September 20, 2017  
10:00 A.M. SESSION

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

Audience: 8

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.

**Public Hearings**

New Business

**1. 165 Dubois Street**

**CP17-0061**

**APN 001-033-11**

Administrative Use Permit to establish a jewelry manufacturing use within an existing industrial building in the IG zone district. (Environmental Determination: Categorical Exemption) (Barry Blanchard, Owner/Filed: 4/13/17) CS

**Recommendation: That the Zoning Administrator acknowledges the environmental determination and approves the Administrative Use 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.

SPEAKING FROM THE FLOOR:

Barry Blanchard

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 165 Dubois St., subject to the findings and conditions contained in the staff report.

**2. 801 River Street**

**CP17-0085**

**APN 008-162-19**

Administrative Use Permit to convert an existing two-story office building listed in the Historic Building Survey into three dwellings, and a Design Permit and Administrative Historic Alteration Permit to construct a new fence on a property located in the C-C zone district. (Environmental Determination: Categorical Exemption) (Manon Mesa, Owner/Filed: 5/25/17) RG

**Recommendation: That the Zoning Administrator acknowledges the environmental determination and approves the Administrative Use Permit, Design Permit and Administrative Historic Alteration 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.

**SPEAKING FROM THE FLOOR:**

Manon Mesa

**SPEAKING FROM THE FLOOR WITH CONCERNS:**

Harley Gillespie

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 801 River St., subject to the findings and conditions contained in the staff report, with deleted condition #11 and added condition #19.

**DELETED CONDITION #11:**

~~11. New single family and two-unit residential development projects on a parcel of land less than 10,000 square feet shall be required to meet only provisions listed in Section 16.16.070(j) of the Santa Cruz Municipal Code. These provisions include specifications on plant type, turf limits, spray irrigation setbacks, irrigation equipment and mulching requirements. Building plans shall contain references to these provisions showing that the conditions have been met.~~

**ADDED CONDITION #19:**

**19. Prior to construction of the fence, the Public Works Department shall review the site plans and elevations to ensure that a clear vision area is maintained at the intersection of Coral and River Streets. The applicant shall make any necessary adjustments to the height of the fence if required by the Public Works Department.**

## Adjournment—10:34am

The next Zoning Administrator meeting will be held on October 4, 2017 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 six hundred (\$600) 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.