

**ACTION MINUTES
OF THE ZONING ADMINISTRATOR MEETING**

City Council Chambers
809 Center Street
Santa Cruz, CA 95060

October 18, 2017
10:00 A.M. SESSION

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

Audience: 12

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 \$600, 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 -

The Zoning Administrator announced that he would defer hearing the three wireless facility items, until 10:40am, as the applicant was driving in from Southern California, and was running late.

This Item was continued from the Zoning Administrator meeting of October 4, 2017

1. 109 Seabright Ave. CP17-0138 APN 010-286-03

Design Permit, Coastal Permit, and Variance to increase the height of an existing single family dwelling by 10-feet, to convert 1245 square feet of underfloor area to a habitable first floor which will increase the height of a wall located within the north side yard setback, and to construct interior and exterior improvements to an existing single-family dwelling on a substandard parcel located within the R-1-5/OF-R/CZ-O/SP-O Zone District. (Environmental Determination: Categorical Exemption) (Alyssa Cutright & Michael Yurochko, owner/filed: 8/2/17) SH

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 acknowledges the environmental determination and approves the Design Permit and Coastal Permit, and Variance

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per the findings noted in the staff report and the Conditions of Approval, listed as Exhibit "A".

The Zoning Administrator summarized the report.

SPEAKING FROM THE FLOOR:

Ken Hart

Sean Croghan

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

ZONING ADMINISTRATOR ACTION: The Zoning Administrator continued the item to the November 15, 2017, Zoning Administrator meeting. To allow the applicant, prepare a Geological report. This item would not be re-noticed or re-advertised.

The Zoning Administrator announced that he would hear testimony for 1619 Delaware Ave., as the applicant for the three (3) wireless facility items were driving in from Southern California, and running late.

This item was taken out of order, by the Zoning Administrator.

5. 1619 Delaware Avenue

CP17-0128

APN: 003-231-28

Minor Land Division to create two lots, and a Variance to allow for a reduced front yard setback for the existing dwelling on a parcel in the R-1-5/CZO zone district. (Environmental Determination: Categorical Exemption) (Coastal Permit Exclusion) (Sean Croghan owner/filed: 7/13/17) NC

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 acknowledges the environmental determination and approves the Minor Land Division, and deny the Variance 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:

Ken Hart

Sean Croghan

CORRESPONDENCE RECEIVED WITH CONCERNS:

Garrett Phillip

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 1619 Delaware Ave., subject to the findings in support of the Minor Land Division, revised findings, approving the Variance and conditions contained in the staff report with revised conditions #3, #4, #7, 11 and #12.

REVISED CONDITIONS #3, #4, #7, #11 and #12:

3. This permit shall be exercised within ~~three (3)~~ **two (2) years** of date of final approval or it shall become null and void.
4. **If determined to be appropriate by the Public Works Department,** the applicant shall dedicate to the City of Santa Cruz, that portion of the subject property which is necessary for street widening or other purposes, as determined by the Department of Public Works.
7. Prior to recordation of the parcel map, the applicant shall submit improvement plans for review and approval as required by the Department of Public Works, or an improvement agreement shall be entered into with the City Council, together with the necessary improvement security as set forth in Chapter 23.24 of the Subdivision Ordinance. The plans shall include but not be limited to:
 - Undergrounding of utilities.
 - Installation or repair of curbs, gutters and sidewalks.
 - Installation of an ADA corner ramp at the corner of Delaware and Almar Avenue as per City standard detail and Caltrans Case C **if determined to be appropriate by the Public Works Department.**
11. A demolition permit shall be obtained from the building department, and work completed prior to recordation of parcel map to create new lot configuration. **The applicant shall obtain a building permit and receive a final inspection for the accessory dwelling unit within one year of approval of the tentative map.**
12. A TIF (transportation improvement fee) shall be paid prior to the issuance of the building permit for the ~~demolition of the existing buildings and prior to recordation of parcel map~~ **development on the vacant lot.**

The Zoning Administrator paused the meeting at 10:15am, as the applicant for the wireless facility items, was driving from Southern California, and running late.

The Zoning Administrator reconvened the meeting at 10:45am.

New Business

2. Adjacent to 307 Church Street CP17-0131 APN: NA
Administrative Use Permit and Design Permit to install a new wireless facility on a City light standard in the public right-of-way. (Environmental Determination: Categorical Exemption) (David Downs for Mobilitie LLC, filed 7/20/17) MF

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

SPEAKING FROM THE FLOOR:

David Downs

SPEAKING FROM THE FLOOR WITH CONCERNS:

Angela Flynn

Marilyn Garrett

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 307 Church St., subject to the findings and conditions contained in the staff report.

3. Adjacent to 212 Cedar Street

CP17-0132

APN: NA

Administrative Use Permit and Design Permit to install a new wireless facility on a City light standard in the public right-of-way. (Environmental Determination: Categorical Exemption) (David Downs for Mobilite LLC, filed 7/20/17) MF

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

SPEAKING FROM THE FLOOR:

David Downs

SPEAKING FROM THE FLOOR WITH CONCERNS:

Angela Flynn

Marilyn Garrett

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 Adj. to 212 Cedar St., subject to the findings and conditions contained in the staff report.

4. Adjacent to 800 – 898 Cedar Street CP17-0133

APN: NA

Administrative Use Permit and Design Permit to install a new wireless facility on a City light standard in the public right-of-way. (Environmental Determination: Categorical Exemption) (David Downs for Mobilite LLC, filed 7/20/17) MF

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

SPEAKING FROM THE FLOOR:

David Downs

SPEAKING FROM THE FLOOR WITH CONCERNS:

Angela Flynn

Marilyn Garrett

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 Adj. to 800-898 Cedar St. ., subject to the findings and conditions contained in the staff report.

Adjournment–11:12am

The next Zoning Administrator meeting will be held on November 1, 2017 at 10:00 a.m. in the City Council Chambers.

APPROVED:

ERIC MARLATT, 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 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. The Cal-Relay system number: 1-800-735-2922.