

**ACTION MINUTES  
OF THE ZONING ADMINISTRATOR MEETING**

City Council Chambers  
809 Center Street  
Santa Cruz, CA 95060

April 20, 2016  
10:00 A.M. SESSION

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

Audience: 7

Eric Marlatt, Zoning Administrator, called the meeting to order at 10:04 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**

The Zoning Administrator announced that the following items would be continued to correct a noticing error: 228 Morrissey Ave; 724 Riverside Ave., and 214 Plymouth. He indicated that he would open the public hearing for these items; however, no decision would be made.

Old Business -

New Business

**1. 228 Morrissey Blvd.**

**CP16-0007**

**APN 009-343-14**

Administrative Use Permit to construct a second-story Accessory Dwelling Unit above a detached garage less than 20 feet from the rear property line in the R-1-5 zone district. (Environmental Determination: Categorical Exemption) (GRYSPOS OFELIA R M/W SS, owner/filed: 1/19/2016) NC

**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".**

**Zoning Administrator Meeting of April 20, 2016, 10:00 a.m.**

**Action Minutes**

The Zoning Administrator summarized the report.

The public hearing was opened.

The applicant was not present.

**ZONING ADMINISTRATOR ACTION:** The Zoning Administrator continued the item to the May 18<sup>th</sup>. Zoning Administrator meeting; due to a noticing error. This item will be re-noticed and re-advertised.

**2. 141 Oxford Way**

**CP16-0014**

**APN: 004-193-16**

Design Permit and Conditional Fence Permit to construct a second story addition to a single family residence and to recognize a six foot tall fence in the exterior side yard on a substandard lot in the R-1-5/CZ-O zone district. (Environmental Determination: Categorical Exemption) (SCOTT & ANNE ADRIAN, owner/filed: 1/26/16) CC

**Recommendation: That the Zoning Administrator acknowledges the environmental determination and approves the Design Permit and Conditional Fence 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:**

Scott Adrian

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 141 Oxford Way subject to the findings and conditions contained in the staff report.

**3. 724 Riverside Ave.**

**CP16-0002**

**APN 007-401-24**

Design Permit with public hearing to legalize lower floor conversion of permitted, detached garage and construct a second story on same garage on a substandard lot in the RM zoning district in order to create a legal second unit on parcel with one existing SFD (Coastal Permit Exclusion). (Environmental Determination: Categorical Exemption) (MALE FRANK WADE, owner/filed: 1/7/2016) NC

**Recommendation: That the Zoning Administrator continue the item to the May 4, 2016, Zoning Administrator meeting to correct a noticing error.**

**ZONING ADMINISTRATOR ACTION:** The Zoning Administrator continued the item to the May 4<sup>th</sup>. Zoning Administrator meeting; due to a noticing error.

**4. 214 Plymouth St. & 103, 105, 107, 111 & 113 Grant St. CP16-0023**

**APN: 008-202-15**

Design Permit and Minor Land Division to divide an existing parcel into 3 lots and to construct 3 duplexes on a parcel located in the RL zone district. (Environmental Determination:

**Zoning Administrator Meeting of April 20, 2016, 10:00 a.m.**

**Action Minutes**

Categorical Exemption) (Plymouth Grant LLC, owner/filed: 2/8/16) SH

**Recommendation: That the Zoning Administrator acknowledges the environmental determination and approves the Design Permit and Minor Land Division 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:

Matthew Thompson  
Joe Appenrodt

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

**ZONING ADMINISTRATOR ACTION:** The Zoning Administrator continued the item to the May 4th, Zoning Administrator meeting, as the applicant did not provide an affidavit confirming that the site was posted.

**Adjournment—10:23PM**

The next Zoning Administrator meeting will be held on May 4, 2016 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.