

CITY OF ARCATA
ZONING ADMINISTRATOR
Draft Minutes

CITY HALL – COUNCIL CHAMBERS
736 F Street, Arcata

March 17, 2016
Thursday, 2:00 P.M.

I. ROLL CALL.

II. ORAL COMMUNICATIONS. This item is provided for people to address the Zoning Administrator on matters not on the agenda. Any requests that require action will be set by the Zoning Administrator to a future agenda, or will be referred to staff. *None.*

III. APPROVAL OF MINUTES.

A. Approval of the March 3, 2016, and March 10, 2016, Minutes of the Zoning Administrator hearing. *The Zoning Administrator approved the aforementioned minutes.*

IV. CONTINUED PUBLIC HEARING. Prior to opening each public hearing, provide *Ex Parte* disclosures. Disclosures include a summary of information and sources gathered outside of the public hearing. *The Zoning Administrator disclosed his Ex Parte communications and stated that none of the communications would effect his unbiased review.*

- 1. Strombeck Minor Subdivision, 2555 Todd Court, APN 505-042-012, File No. 156-168-SUB.** *This project was continued from the Marcy 10, 2015, Zoning Administrator meeting.* The property owner requests a Tentative Parcel Map Subdivision to divide an existing 18,181 sf parcel into two (2) parcels of 8,225 sf and 9,956 sf, respectively. Proposed Parcel 02 is currently developed with a single-family residence.
Environmental: A Categorical Exemption is proposed pursuant to Sections 15315 and 15332 of the California Environmental Quality Act (CEQA) Guidelines. These Categorical Exemptions pertain to Minor Land Divisions and In-Fill Development, respectively.
Staff Recommendation: Based on the application material, referral comments and recommended Conditions of Approval, Staff recommends the Zoning Administrator approve the proposed project, adopt the Action (Attachment A) with the recommended Findings for Approval (Exhibit 1), Conditions of Approval (Exhibit 2), and CEQA exemptions.
Action: *The Zoning Administrator received the staff report, opened the public hearing, and received comments from the applicant's representative and the City Engineer. After reviewing the revised conditions of approval and considering the discussion, the Zoning Administrator made the required findings, approved the CEQA exemption and approved the project as conditioned.*

V. PUBLIC HEARING. Prior to opening each public hearing, provide *Ex Parte* disclosures. Disclosures include a summary of information and sources gathered outside of the public hearing.

- 1. City of Arcata Coastal Development Permit for Drainage Ditch Maintenance, between L Street and Samoa Blvd; APNs 021-191-003, 021-201-004, File Number 156-171-CDP.** The proposed project is to remove existing concrete pipe to daylight a portion of an existing drainage ditch and to conduct vegetation removal in the portion of the ditch that is currently exposed. The project is located in the Coastal zone. The ditch is located between the southern terminus of L Street and Samoa Blvd, west of 5th, 6th and 7th Streets.
Environmental: The project can be considered categorically exempt from environmental review under Class 1, Section 15301 (Existing Facilities); Class 4, Section 15304 (Minor Alterations to Land) of the State CEQA Guidelines.

Staff Recommendation: Based on the application material, referral comments and recommended Conditions of Approval, Staff recommends the Zoning Administrator approve the proposed project, adopt the Action (Attachment A) with the recommended Findings for Approval (Exhibit 1), Conditions of Approval (Exhibit 2), and CEQA exemptions.

Action: *The Zoning Administrator received the staff report, opened the public hearing, and received comments from Environmental Services staff and the City Engineer. After reviewing the materials and considering the discussion, the Zoning Administrator made the required findings, approved the CEQA exemption and approved the project as conditioned.*

VI. ADJOURNMENT.