

**Minutes
Zoning Administrator Meeting
April 24, 2008**

Staff Present

Zoning Administrator Stump
Jennifer Faso, Associate Planner
Cathy Elawadly, Recording Secretary

Others Present

Greg Hoyt

Zoning Administrator Stump called the meeting to order at 1:08 p.m. in Conference Room No. 1, Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

2. SITE VISIT VERIFICATION

Staff confirmed the site visit for item 6A, 6B, & 6C

3. APPROVAL OF MINUTES: March 6, 2008, March 11, 2008 and April 10, 2008

Zoning Administrator Stump approved the minutes for March 6, 2008, March 11, 2008 and April 10, 2008 as submitted.

4. APPEAL PROCESS

Zoning Administrator Stump read the appeal process. For matters heard at this meeting, the final date to appeal is May 5, 2008.

5. VERIFICATION OF NOTICE

Associate Planner Faso confirmed Minor Variance No. 08-10, Minor Variance 08-08, and Minor Use Permit 08-07 were legally noticed in accordance with the provisions of the Ukiah Municipal Code.

6. PUBLIC HEARINGS

6A. Minor Variance No. 08-10: Greg Hoyt, Applicant; Scott & Julie Dunnebeck, Owner; to allow the driveway parking located within the front setback to count as the required on-site parking in the R-1 zone.
Location: 412 Luce Avenue, Ukiah APN 003-022-43
Environmental Determination: Categorically Exempt

Zoning Administrator Stump stated the only persons in attendance at today's hearing are Greg Hoyt and staff.

Associate Planner Faso provided a brief overview of the project as follows:

- The applicant is asking for a variance approval to allow for the relocation of the site's required off-street parking onto the driveway within the 20-foot front yard setback to count as the required on-site parking in the R-1 zone.
- The UMC requires all properties within the R-1 zone to provide two off-street parking spaces.
- Off street parking is defined by the Code as 'required on-site parking beyond all setback lines of a lot.'
- The applicant is proposing to convert the existing garage to living space therefore relocating the on-site parking to the driveway and since a portion of the driveway is within the front setback a variance is required to allow the parking in this location and ultimately allow the garage conversion.
- The project complies with the Ukiah General Plan land use element for low density residential and zoning standards for the R-1 Zoning District.
- Variance approval is contingent upon making the three necessary findings that the project does not constitute a grant of special privilege, is not detrimental to surrounding property owners, and because of special circumstances the project does not deprive the

property owner of privileges enjoyed by other properties in the vicinity. The findings made supporting approval are provided for on pages 2 and 3 of the staff report.

- Staff recommends approval based on the project findings and conditions. In addition to the standard project conditions, staff imposed Condition of Approval No. 9 that states, "The parking space located on the driveway shall not be covered or convey any future right to create a covered parking space within the setback. Parking on the driveway shall not project into the public right of way, including encroaching into the public sidewalk."

PUBLIC HEARING OPENED: 1:12 p.m.

Greg Hoyt agrees with the staff report analysis of the project

PUBLIC HEARING CLOSED: 1:13 p.m.

Zoning Administrator Stump is familiar with the project and agrees with staff's findings and conditions of approval and stated his observations of the neighborhood indicate there are similar circumstances where property owners have converted garages/carports/patios to living space, thus requiring approval of a variance to allow parking in the setback areas. He noted the importance/advantage of property owners being able to park in their driveways since people have been doing this for many years. Approval of the project will not impact the character of the neighborhood and/or the change the nature of the property after completion.

Zoning Administrator Stump noted no one is present objecting to the project.

Zoning Administrator Stump approved Minor Variance No. 08-10 with Findings 1-3 and Conditions of Approval 1-9.

Break: 1:15 p.m.

- 6B. Minor Variance No. 08-08:** Emmanuel Doninquez, Applicant; Salvador Moreno, owner; to allow the driveway parking located within the front setback to count as the required on-site parking in the R-1 zone.
Project location: 836 Yosemite Drive, Ukiah APN 179-080-04
Environmental Determination: Categorically Exempt

Reconvene: 1:20 p.m.

APPLICATION 08-08 WITHDRAWN BY PROPERTY OWNER APRIL 14, 2008

Zoning Administrator Stump accepted the withdrawal of Minor Variance application no. 08-08.

- 6C. Minor Use Permit 08-07:** Randy Sperling, Applicant; Samuel Yan, Owner, to allow a small electric tool repair/water tank sensor manufacture business to occupy an existing commercial building in the C-1 zone.
Location: 765 B. South State Street, Ukiah, APN 003-050-43
Environmental Determination: Categorically Exempt

Zoning Administrator Stump dispensed with the presentation of the staff report. He commented the proposed light manufacturing business is a two-man operation and a low intensity use. Condition of Approval No. 14 specifically addresses the use, storage, and disposal of solvents and other like materials.

PUBLIC HEARING OPENED: 1:22 p.m.

No one came forward.

PUBLIC HEARING CLOSED: 1:22 p.m.

Zoning Administrator Stump has reviewed the staff report, has visited the site, is familiar with the project and agrees with staff's findings and conditions of approval.

Zoning Administrator Stump approved Minor Use Permit No. 08-07 with Findings 1-3 and Conditions of Approval 1-16.

7. ADJOURNMENT

There being no further business, the meeting was adjourned at 1:24 p.m.

Charley Stump, Zoning Administrator

Cathy Elawadly, Recording Secretary