

**DIRECTOR(S)**

**Carson Anderson** Preservation Director  
**Bruce Monighan**, Urban Design Manager  
**Evan Compton**, Zoning Administrator

**CITY STAFF**

**Luis Sanchez**, Senior Architect  
**Christian Svensk**, Senior Planner

**Minutes**  
**Director Hearing**  
**ONLINE**

Published by the  
Community Development Department  
(916) 264-5011

**Thursday, July 30, 2020**  
**5:00 p.m.**

**NOTICE TO THE PUBLIC**

In response to Governor's Executive Order N-29-20 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic, adopted by the City of Sacramento City Council, the City of Sacramento City Council and other public meetings are closed to the public to align with local and federal guidelines and social distancing recommendations for the containment of the coronavirus.

You are welcome and encouraged to participate in this meeting. Public comment is taken on items listed on the agenda when they are called. Comments may be limited for time and large groups are encouraged to select 3-5 speakers to represent the opinion of the group. At the beginning of the meeting, the Director describes the hearing process procedure including the appropriate time for testimony to be given during the process.

The order of agenda items is for reference; agenda items may be taken in any order deemed appropriate by the Director(s). The agenda provides a general description and is available for public review on the Friday prior to the meeting. Copies of the agenda and minutes can be downloaded at (<http://www.cityofsacramento.org/Community-Development/Meetings/Director-Hearings>).

**PUBLIC PARTICIPATION INSTRUCTIONS: Click on the link on the next page and follow the Attendance Guidelines at the end of this agenda.**

If you require special assistance to participate in the meeting, notify the Community Development Department at (916) 264-5011, 311, or [Commissionsubmit@cityofsacramento.org](mailto:Commissionsubmit@cityofsacramento.org) at least 48 hours prior to the meeting.

**Members of the public are encouraged to submit public comments via email to the associated project planner at least 24 hours prior to the meeting.**

# MINUTES

Thursday, July 30, 2020

5:00 p.m.

Hearing Link:

<https://saccity.webex.com/saccity/onstage/g.php?MTID=e35da166c69c9a833026f0efcf6532318>

1. **Sacramento Country Day School Master Plan Amendment (Z19-105) (Noticed 7/20/2020)**

**Location:** 2636 Latham Dr, APN:293-0070-032-0000 (District 6)

**Entitlements:** **Item A.** Environmental Exemption (Per CEQA 15302-Replacement or Reconstruction) and 15314 (Minor Additions to School); **Item B.** Conditional Use Permit Modification to amend the Sacramento Country Day School Master Plan to: 1) Allow a 12,000 square-foot increase in building area; 2) Allow permanent use of two portable classrooms; 3) Eliminate 50 off-site parking spaces and increase on-site parking by 42 vehicle-equivalent spaces; and 4) Increase the overall enrollment by 9% from 544 to 598 students and raise the cap on high school students from 144 to 180; and **Item C.** Site Plan Review for parking modifications and an increase in building area for future demolition and replacement of two existing buildings.

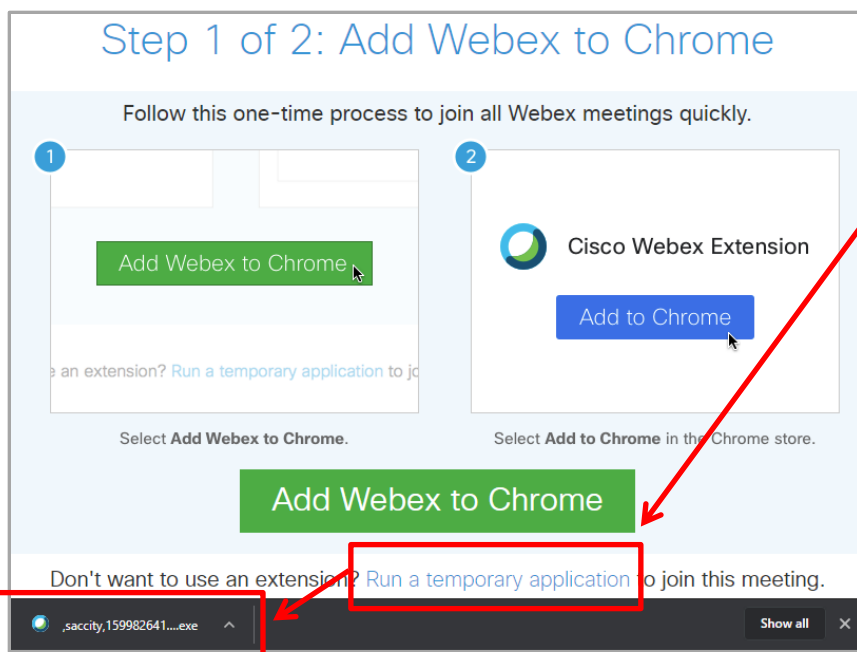
**Contact:** Courtney Long, Associate Planner, 916-808-8023,  
[CLong@CityofSacramento.org](mailto:CLong@CityofSacramento.org)

**Action of the Zoning Administrator: Project was approved subject to amended conditions and based on findings of fact.**

## Attendance Guidelines

**PUBLIC COMMENT PARTICIPATION:** By participating in this meeting you acknowledge that you are being recorded. While speaking, please reduce any background noise to ensure that your comments can be heard. When not speaking please make sure your microphone is turned off. When you hear the item called that you wish to comment on, please wait for the Director to open the item for public comment. The moderator will call on speakers based on your raised virtual hand (see below), or when all microphones have been unmuted if you only connected by phone. Once you start speaking, please voluntarily state your name for the record and provide your public comment.

Anyone can access the Director hearing through the provided agenda online meeting link. We ask that you include your name during this registration or simply name yourself "**General Public**" if you are just listening in. This registration serves as our standard hearing check-in sheet and allows the Director to address you by name during the hearing if you wish to speak. We recommend and comments, questions, or concerns be emailed to the planner 24-hours prior to the hearing.



Once you have registered (with name or anonymously) and clicked "Join Now" the following screen will pop-up. The City **recommends** clicking on "**Run a temporary application**" link (at the bottom of WebEx screen) to join the meeting quickly without installing new software. The application should show up on the bottom of your screen as shown. A simple click will start the WebEx session.

You can also join through an iPhone or Android phone using the WebEx app available on Apple's App store or Google Play.

### Project files and draft conditions:

Associated hearing documents such as plans, and draft conditions of approval can be found on the emailed registration page under "Event Material" once the 'View Info' button is clicked (see screenshots below).

Event Information: April 30, 2020 CDD Director Hearing

**Event status:** Not started

**Date and time:** Wednesday, April 15, 2020 5:00 pm  
Pacific Daylight Time (San Francisco, GMT-07:00)  
[Change time zone](#)

**Duration:** 30 minutes

**Description:** \*\*\*TEST\*\*\* April 30, 2020 City of Sacramento Director Hearing \*\*\*TEST\*\*\*

**Event material:** If you obtained an event password from the host, enter it below and click **View Info**:

[Join Event Now](#)

To join this event, provide the following information.


**First name:**

**Last name:**

**Email address:**

**Event password:**

Example: [Hearing Agenda](#)

Event Information: April 30, 2020 CDD Director Hearing  [English : San Francisco Time](#)

**Event status:** ● Started

**Date and time:** Thursday, April 30, 2020 1:00 pm  
Pacific Daylight Time (San Francisco, GMT-07:00)  
[Change time zone](#)

**Duration:** 1 hour 30 minutes

**Description:** April 30, 2020 - City of Sacramento Director Hearing

**Event material:** [DR20-033 Draft COA.pdf](#) (101.4 KB)  
[DR20-033-INIT-PLANS.pdf](#) (2.4 MB)  
[Final Director Agenda 4-30-20.pdf](#) (338.9 KB)  
[PB20-011 CoA-draft.pdf](#) (149.1 KB)  
[PB20-011\\_PLANS.pdf](#) (8.1 MB)

[Join Event Now](#)

To join this event, provide the following information.

**First name:**

**Last name:**

**Email address:**

When the item you wish to speak on is being heard, please click the small **Raise your hand** button as shown below:

*(Actual hearing screen shown for clarity)*

Cisco Webex Events

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Connected

MS  
Matthew Sites (Host)

**AGENDA**  
**Thursday, March 19, 2020**  
**1:00 p.m.**  
*300 Richards Blvd, 3rd Floor Conference Room*

**Public Hearings**  
Please turn off all cellular phones and pagers in the hearing room

- 1. Residence Fence and Shed Deviations (DR19 -356) (Noticed on 3-06-20)**  
**Location:** 395 Hatteras Way, APN: 031-1020-032-0000, (District 7)  
**Entitlements:** **Item A.** Environmental Exemption (Per CEQA Guidelines Section 15303-New Construction or Conversion); and **Item B** Site Plan and Design Review for deviation to the height of a street side-yard fence and deviation for a detached accessory structure within the street side-yard setback area at an existing single-unit dwelling on approximately 0.15 acres in the Single-Unit Dwelling Zone (R-1).  
**Contact:** David Hung, Associate Planner, 916-808-5530  
[DHung@cityofsacramento.org](mailto:DHung@cityofsacramento.org)
- 2. Grocery Outlet Bargain Market Monument Sign (Z19 -119) (Noticed 2-7-2020)**  
**Location:** 6720 Folsom Boulevard, APN: 015-0010-024-0000, (District 3)  
**Entitlements:** **Item A** Environmental Exemption (Per CEQA 15311 -Accessory Structures); and **Item B.** Sign Variance to exceed height and sign size for the zone (RMX-TO).  
**Contact:** Michael Hanebutt, Associate Planner, 916-808-7933,  
[MHanebutt@cityofsacramento.org](mailto:MHanebutt@cityofsacramento.org)
- 3. Total Leaf Cannabis Delivery (Z19 -129) (Noticed on 2-28-20)**  
**Location:** 241 Lathrop Way, APN: 275-0300-023-0000, (District 3)  
**Entitlements:** **Item A.** Environmental Exemption (Per CEQA 15301 Existing Facilities); and **Item B.** Conditional Use Permit to establish a 2,000-square-foot non-storefront cannabis dispensary within a portion of a 31,200-square-foot warehouse located on 2.53 acres within the Light Industrial Zone (M-1-PC) and Parkway Corridor Overlay.  
**Contact:** Robby Thacker, Associate Planner, (916) 808-5584,  
[RThacker@cityofsacramento.org](mailto:RThacker@cityofsacramento.org)

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Participants (2)

Search

Panelist: 1

MS Matthew Sit...  
Host

Attendee: 1 (1 displayed)

GP General Public  
Me

Audio Connection Controls (highlighted with a red circle)

### Audio Connection issues:

Since these hearing are established as a web conference, your microphone will be automatically muted upon arrival. In some cases, you will need to select audio source in order to speak once your hand has been raised and the director allows public testimony for the associated item. In order to select your audio connection (microphone) click on the bubble with three dots at bottom of page (this may be hidden, so just hover over the bottom for it to pop-up), and select **Audio Connection**.


the coronavirus.


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**project planner at least 24 hours prior to**  **Audio connection**

Thursday, April 30, 2020       1




**NOTICE TO THE PUBLIC**

Audio Connection



You're not connected to audio.

Connect to audio

-  Use computer for audio
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-  Call in

[Commissionsubmit@cityofsacramento.org](mailto:Commissionsubmit@cityofsacramento.org) at least 48 hours

Once **Audio Connection** has been selected, a selection box will open up with **three choices**, select the one that best suits your needs. We suggest using the “**Call me**” if you are having problems as WebEx will call you at the number you have provided. If for some reason you cannot select **Audio Connection** because it is greyed out, don't be alarmed, the host will be double checking and assisting you thru the process either prior to the hearing or during the public comment period. Please make sure you raise your hand to speak as described above.

If you are still having issues with Audio we have also provided a “**Chat**” section right side window, where you can type your comments to the host who will in-turn relay them to the hearing officers.

MS

Matthew Sites (Host)

Viewing Draft Director\_...

**AGENDA**

**Thursday, May 7, 2020**

**1:00 p.m.**

**Chat**

from General Public to host (privately): 6:26 PM  
I am having connection problems and wish to speak on item #2.

from Matthew Sites (privately): 6:29 PM  
Thanks General Public, please send me your comments regarding item #2 and I will let the director know when it is time to share them. Thank you.

To: Host

Enter chat message here