

**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, May 21, 2020**  
**1:00 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 following link:**

<https://saccity.webex.com/saccity/onstage/g.php?MTID=e410053e83b7a029f17e3b1ba34e50970> 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, May 21, 2020

1:00 p.m.

**1. Tomato Alley Residences and Tentative Parcel Map (Z19-141) (Noticed 4-24-20) (Continued from 5-07-20)**

**Location:** 1111 U Street & Tomato Alley, APN: 0090135-018-0000, (District 4)

**Entitlements:** **Item A.** Environmental Exemption (Per CEQA 15332-Infill Development Projects); and **Item B.** Tentative Parcel Map to subdivide a 0.149-acre lot into three lots in the Single-Unit or Duplex Dwelling Zone (R-1B-SPD) in the Central City Special Planning District, and on a property containing a historic landmark within the South Site Historic District; **Item C.** Preservation Site Plan & Design Review (PSPDR) for the Tentative Map, with deviations to reduce the minimum lot size and to reduce the minimum lot width on proposed parcels 2 and 3 (alley lots); **Item D.** Preservation Site Plan & Design Review to construct a duplex dwelling (a pair of single-unit dwellings sharing a common wall), on proposed parcels 2 and 3; and **Item E.** Preservation Site Plan and Design Review to review the development standards of an existing building to remain on proposed parcel 1 (front lot), with deviations to reduce the required rear yard setback and to exceed the rear yard coverage for an attached accessory structure.

**Contact:** Robert W. Williams, Associate Planner, 916-808-7686,  
[RWWilliams@cityofsacramento.org](mailto:RWWilliams@cityofsacramento.org)

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

**2. May Street at Bell Avenue – Tentative Parcel Map (Z20-007) (Noticed 5-01-20)**

**Location:** 4417 May Street at Bell Avenue, APN: 237-0081-041-0000, (District 2)

**Entitlements:** **Item A.** Environmental Exemption (Per CEQA 15315-Minor Land Divisions); **Item B.** Tentative Parcel Map to subdivide a 0.76-acre lot into four lots in the Single-Unit Dwelling Zone (R-1).

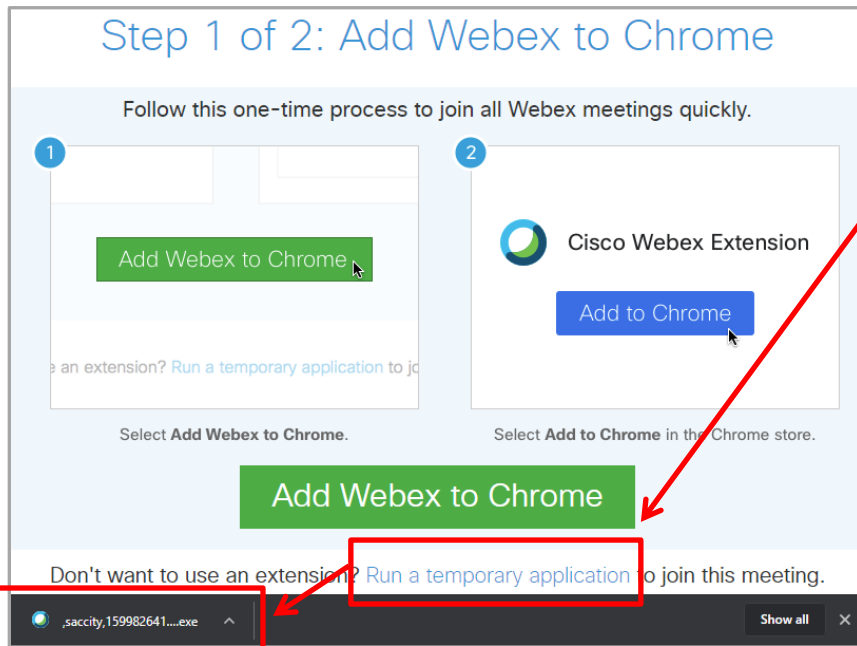
**Contact:** Robert W. Williams, Associate Planner, 916-808-7686,  
[RWWilliams@cityofsacramento.org](mailto:RWWilliams@cityofsacramento.org)

**Action of the Zoning Administrator: Project approved subject to conditions of approval 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 CBD 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**:  
..... [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

**Join Event Now**

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

**To join this event, provide the following information.**

**Duration:** 1 hour 30 minutes

**First name:**

**Last name:**

**Email address:**

**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 Now**

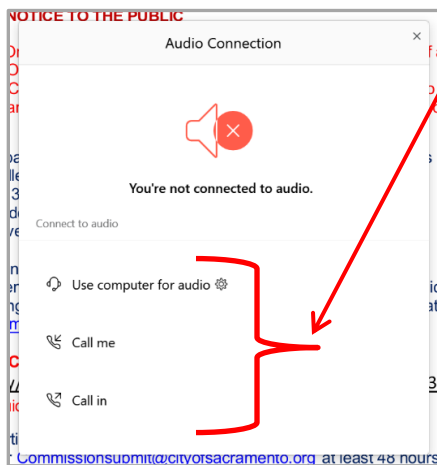
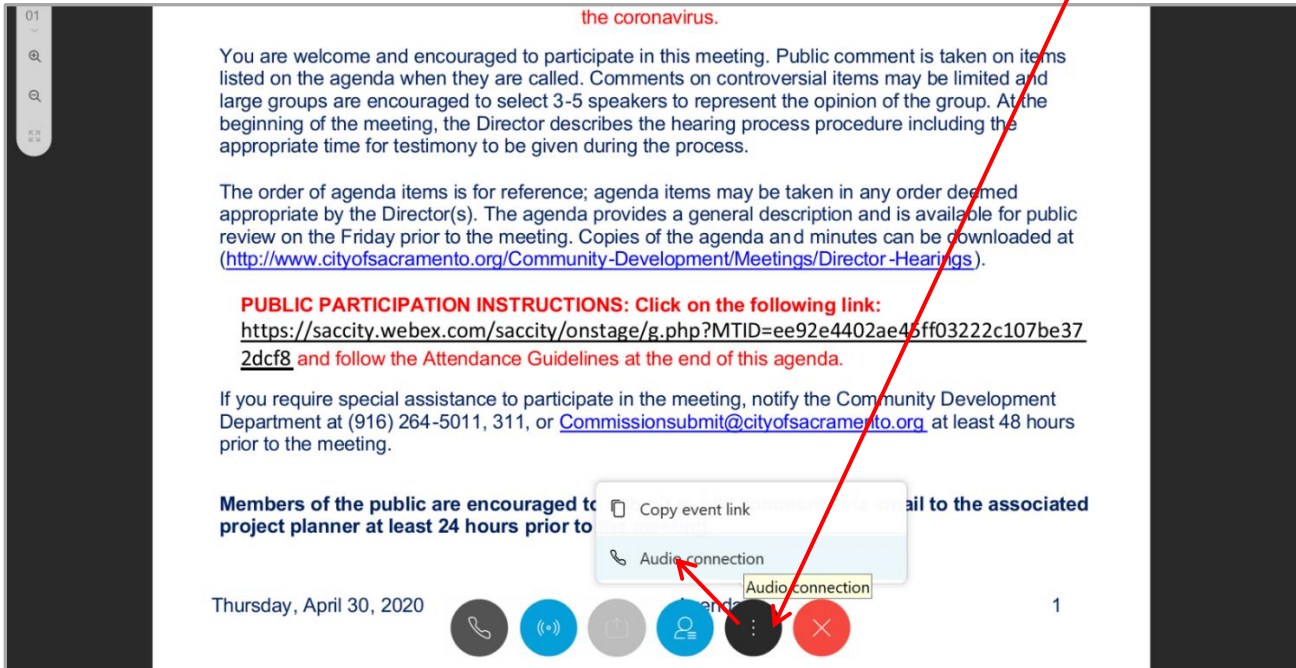
When the item you wish to speak on is being heard, please click the small “**Raise your hand**” button as shown below:

*(Actual hearing screen shown for clarity)*

The screenshot shows the Cisco Webex Events interface. The main content area displays an agenda for Thursday, March 19, 2020, at 1:00 p.m. in the 300 Richards Blvd, 3rd Floor Conference Room. The agenda lists three items: 1. Residence Fence and Shed Deviations (DR19 -356), 2. Grocery Outlet Bargain Market Monument Sign (Z19 -119), and 3. Total Leaf Cannabis Delivery (Z19 -129). The interface includes a menu bar (File, Edit, View, Communicate, Participant, Event, Help), a participant list on the right showing Matthew Sites (Host) and General Public (Me), and a bottom toolbar with a 'Raise your hand' button circled in red.

## 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**.



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.

