

**DIRECTOR(S)**

**Bruce Monighan**, Design Director  
**Evan Compton**, Zoning Administrator  
**Sean de Courcy**, Preservation Director

**CITY STAFF**

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

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

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

**Thursday December 02, 2021**  
**1:00 p.m.**

**NOTICE TO THE PUBLIC**

In compliance with AB361 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic, adopted by the City of Sacramento City Council, City Council and other public meetings are currently Teleconference Meetings Only to align with local and federal guidelines and social distancing recommendations for the containment of the coronavirus.

You are 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 group. At the beginning of the meeting, the Director describes the hearing process including the appropriate time for public testimony.

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 assistance is required to participate in the meeting, notify the Community Development Dept. 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, December 02, 2021**

**1:00 p.m.**

Hearing Link:

<https://saccity.webex.com/saccity/onstage/g.php?MTID=e96927c7c1421a94a1674fed7df192cbf>

Password (case sensitive): Nb9DP6AemE8

Dial-in Number: **1-415-655-0001 (US Toll)**

Dial-in Access Code: **2595 779 1298**

- 1. New SFR at 4 Kathy Court (DR21-150) (Noticed 11/19/2021)**  
**Location:** 4 Kathy Court, APN: 030-0840-010-0000 (District 7)  
**Entitlements:** **Item A.** Environmental Exemption (Per CEQA Guidelines Section 15303 – Construction of Small Facilities or Structures); and **Item B.** Site Plan and Design Review to construct a new single-unit dwelling with a deviation from the design guidelines to allow an attached garage to project closer to the street than the main wall of the home on an approximately 0.21-acre parcel in the Single-Unit Dwelling Zone (R-1) and Citywide Design Review Area.

**Contact:** Armando Lopez Jr, Associate Planner, 916-808-8239,  
[ALopezJr@cityofsacramento.org](mailto:ALopezJr@cityofsacramento.org)

**Action of the Design Director: approved the project subject to amended conditions of approval and based on findings of fact.**

- 2. 1116 18<sup>th</sup> Street Apartments (DR21-193) (Noticed 11/19/2021)**  
**Location:** 1116 18<sup>th</sup> Street, APN: 006-0126-008-0000 (District 4)  
**Entitlements:** **Item A.** Environmental Exemption (Per CEQA Guidelines Section 15332 – In-Fill Development); **Item B.** Site Plan and Design Review to construct a 7-story mixed-use building with ground floor retail space and 24 dwelling units within the General Commercial Zone (C-2-SPD) and within the Central City Special Planning District; and **Item C.** Tree Permit to remove one City tree.

**Contact:** Armando Lopez Jr, Associate Planner, 916-808-8239,  
[ALopezJr@cityofsacramento.org](mailto:ALopezJr@cityofsacramento.org)

**Action of the Design Director: approved the project subject to conditions of approval and based on findings of fact.**

**3. Detached Garage (DR21-228) (Noticed 11/19/2021)**

**Location:** 4000 4<sup>th</sup> Avenue, APN: 014-0142-002-0000 (District 5)

**Entitlements:** **Item A.** Environmental Exemption (Per CEQA Guidelines Section 15303 – Construction of Small Facilities or Structures); and **Item B.** Site Plan and Design Review to demolish an existing detached accessory structure (garage) and construct a new detached accessory structure (garage) which deviates from the minimum interior side-yard setback and the minimum 4-foot setback from the main residence on an approximately 0.08-acre parcel in the Single-Unit Dwelling Zone (R-1) and within the Oak Park Design Review Area.

**Contact:** Armando Lopez Jr, Associate Planner, 916-808-8239,

[ALopezJr@cityofsacramento.org](mailto:ALopezJr@cityofsacramento.org)

**Action of the Design Director: approved the project subject to conditions of approval and based on findings of fact.**

**4. 270 Lampasas Avenue Tentative Map (Z20-049) (Noticed 11/19/2021)**

**Location:** 270 Lampasas Avenue, APN: 263-0181-017-0000, 263-0181-030-0000, 263-0181-031-0000 (District 2)

**Entitlements:** **Item A** Environmental Exemption (CEQA Guidelines Section 15332 - Infill Development); **Item B.** Tentative Map subdivide 3 parcels measuring ±1.814-acres into 8 residential parcels in the Single-Unit Dwelling (R-1) zone with a Tentative Map Design Deviation for minimum public street frontage for 7 lots; **Item C.** Site Plan and Design Review of the Map with deviations to reduce the minimum required lot width for 3 lots, reduce the minimum required lot depth for 1 lot, and to exceed the maximum allowed lot depth for 3 lots; and **Item D.** Tree Permit to remove one (1) private protected tree.

**Contact:** Jose Quintanilla, Associate Planner, 916-808-5879,

[JQuintanilla@cityofsacramento.org](mailto:JQuintanilla@cityofsacramento.org)

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

**5. 2701 E Street Landmark Nomination (M21-013) (Noticed 11/19/2021)**

**Location:** 2701 E Street, APN: 003-0151-022-0000 (District 4)

**Entitlements:** **Item A.** Environmental Exemption (Per CEQA Guidelines 15308 - Historic Designation); and **Item B.** Statement of Nomination and recommendation to the Preservation Commission to list the property at 2701 E Street on the Sacramento Register of Historic and Cultural Resources.

**Contact:** Sean de Courcy, Preservation Director, 916-808-2796,

[SdeCourcy@cityofsacramento.org](mailto:SdeCourcy@cityofsacramento.org)

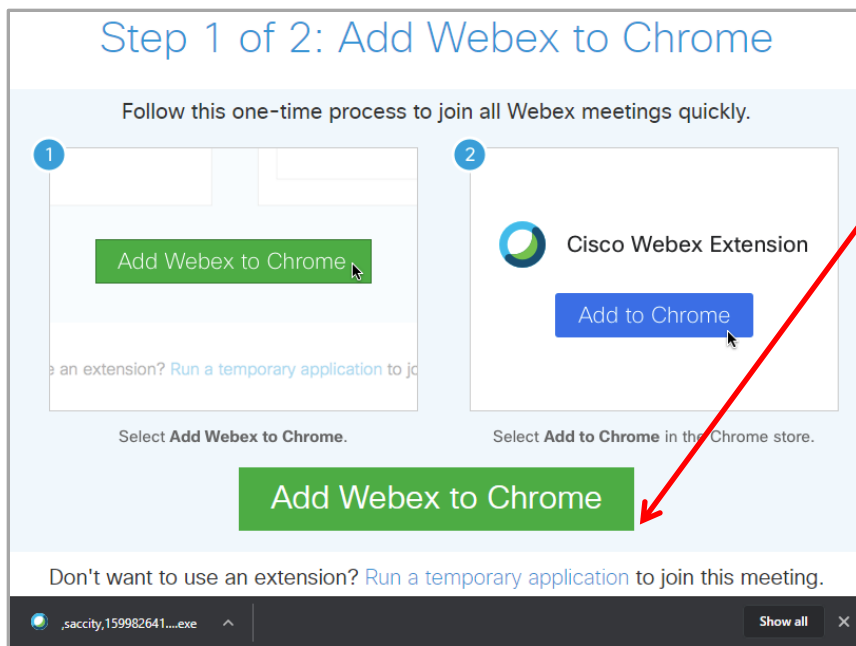
**Action of the Preservation Director: approved the Statement of**

**Nomination and forwarded item to Preservation Commission.**

## 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

File Edit View Communicate Participant Event Help

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)

Thursday, March 19, 2020      Agenda      2

Participants (2)  
Search  
Panelist: 1  
Matthew Sit... Host  
Attendee: 1 (1 displayed)  
General Public Me

Microphone icon 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**.



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 on controversial items may be limited 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=ee92e4402ae45ff03222c107be372dcf8> 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 project planner at least 24 hours prior to**

Thursday, April 30, 2020

**NOTICE TO THE PUBLIC**

Audio Connection

You're not connected to audio.

Connect to audio

- Use computer for audio
- Call me
- 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.

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