



**SAN RAFAEL ZONING ADMINISTRATOR
REGULAR HEARING
June 12, 2024**

***Minutes and Notice of Decision
(Pursuant to San Rafael Municipal Code 14.28.050)***

Item 1:

10:02 -10:09 am **619 Lindaro Street** - Request for a Conditional Use Permit to allow for the production of light louvers; APN: 013-061-50; Lindaro Mixed Use District; Fred Gellert Jr., Owner; Landon Gellert, Applicant; File No: UP24-006 (PLAN24-030)
Project Planner: Michaela O'Brien

PERMITS REQUIRED

Pursuant to San Rafael Municipal Code (SRMC) Section 14.06.020, properties zoned Lindaro Mixed Use require a conditional use permit with the approval of the zoning administrator if the proposed site is located within a 300-foot radius of a residential district.

PROJECT DESCRIPTION

The project consists of a proposed new business, Honeylite Louvers, which will produce custom light louvers. This business will be operated by a single individual and will occupy an existing 400-square-foot space. Adjacent to this location is a coffee shop occupying 2,200 square feet. The proposed business does not require any new construction. To the west, within 300 feet of the proposed business, is an existing residential district. Due to the proximity to a residential district, a review by the Zoning Administrator is required.

PUBLIC HEARING

On June 12, 2024, a Zoning Administrator meeting was convened for this conditional use permit (PLAN24-030/UP24-006). The Acting Zoning Administrator for this meeting, Renee Nickenig, opened the meeting at 10:02am.

A. Planner Presentation

The Project Planner, Michaela O'Brien, provided an overview of the proposed project, the project findings for approval, and the draft project conditions.

B. Applicant Presentation

The applicant, Landan Gellert, was present at the meeting and gave a brief presentation on the proposed use.

ZA Minutes and Notice of Decision
June 12, 2024

C. Public Comments

No public comments were received prior or during the hearing.

D. Zoning Administrator Discussion

The Zoning Administrator reviewed the project for decision. She noted that the findings and conditions were included in the staff report.

E. Action

The Zoning Administrator Conditionally Approved the request for a Conditional Use Permit (UP24-006). These conditions of approval are listed in the staff report as part of the Zoning administrator's decision.

Item 2:

10:10 -10:18 am

1105 Mission Avenue - Request for an Environmental Design Review Permit to allow for an addition of 972 square feet to an existing detached unit; APN: 011-213-06; T4N 40/50; Maria Pineda, Owner; Robert Ps Suttman, Applicant; File No: ED24-008 (PLAN24-021)

Project Planner: Michaela O'Brien

PERMITS REQUIRED

Pursuant to San Rafael Downtown Precise Plan Section 1.1.060, a Minor Environmental Design Review Permit is required for expansions over 50% of the existing building.

PROJECT DESCRIPTION

The property at 1105 Mission Avenue is zone T4 Neighborhood (T4N). The property currently has two units, Unit A and Unit B. Unit A will remain as is, while Unit B is proposed to be removed and reconstructed, including 215 square feet of previously unpermitted work. Additionally, a 757 square foot extension will be added, bringing the total proposed work to 972 square feet.

PUBLIC HEARING

On June 12, 2024, a Zoning Administrator meeting was convened for this environmental design review (ED24-008). The Acting Zoning Administrator for this meeting, Renee Nickenig opened the meeting at 10:10 am.

A. Planner Presentation

ZA Minutes and Notice of Decision
June 12, 2024

The Project Planner, Michaela O'Brien, provided an overview of the proposed project, the project findings for approval, and the draft project conditions.

B. Applicant Presentation

The applicant, Robert Suttman, was present at the meeting and gave a brief presentation on the proposed use.

C. Public Comments

No public comments were received prior or during the hearing.

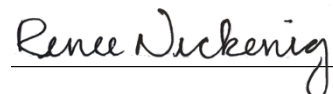
D. Action

The Zoning Administrator Conditionally Approved the request for an Environmental and Design Review Permit (ED23-008). These conditions of approval are listed in the staff report as part of the Zoning administrator's decision.

The hearing was adjourned at 10:18 am.

This Notice of Zoning Administrator decision is provided in compliance with SRMC Section 14.28.050 - *Notice of decision*. Any aggrieved party may appeal this decision pursuant to SRMC Section 14.28.030 - *Filing and time limit of appeals*, by submitting a letter of appeal and the appropriate fees within five (5) working days of the date of approval, or by **June 20, 2024 at 5:00 p.m.** This approval shall become effective at the end of the appeal period.

Once a permit approval has been implemented/established in compliance with all City requirements, it shall run with the land and be valid for the time period specified; e.g., duration of the project/use.



Renee Nickenig, Acting Zoning Administrator

06/12/2024

Date