

# MINUTES OF THE SOLANO COUNTY ZONING ADMINISTRATOR

## Meeting of September 5, 2019

The regular meeting of the Solano County Zoning Administrator was called to order at 10:00 a.m. in the Department of Resource Management, Fairfield, California.

STAFF PRESENT: Mathew Walsh, Zoning Administrator  
Travis Kroger, Planning Technician  
Paris Stovell, Zoning Administrator Clerk

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### ADMINISTRATIVE APPROVALS

### PUBLIC HEARINGS

1. **PUBLIC HEARING** to consider Minor Use Permit No. MU-19-02 of Terry Kirkbride to construct a 2,400 square foot residential accessory structure at 6725 Willow Road, 0.25 miles east of the City of Vacaville within the Rural Residential "RR-2.5" Zoning District, APN: 0133-140-170. The project qualifies for a Class I Categorical Exemption from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15303, New Construction or Conversion of Small Structures. (Project Planner: Travis Kroger).

After a brief presentation of staff's written report, Matt Walsh opened the public hearing. Matt stated that he was making a correction regarding the CEQA exemption; from class 1 to class 3. The applicant Terry Kirkbride was present at the meeting and expressed his opposition to condition 2 which restricts the structures use to only parking and storage. Matt recommended amending condition 2 to allow any other personal use as well as parking and storage. Matt also added an additional recommendation requiring the applicant to submit to the Planning Division a copy of the site plan, floor plan, and elevation prior to approval. The applicant concurred with staff's recommendation for approval. Since there were no speakers either for or against this matter, Mr. Walsh closed the public hearing and approved the application subject to the recommended conditions of approval.

Since there was no further business, the meeting was **adjourned**.

*Any person who believes he or she has been adversely affected by the decision of the Zoning Administrator may file an appeal of the decision to the Planning Commission within ten days.*