

TERRY SCHMIDTBAUER  
Director (Interim)

DEPARTMENT OF RESOURCE MANAGEMENT

675 Texas Street, Suite 5500  
Fairfield, CA 94533-6342  
(707) 784-6765  
Fax (707) 784-4805

ALLAN CALDER  
Planning Program Manager

[Planning@SolanoCounty.com](mailto:Planning@SolanoCounty.com)



SOLANO  
COUNTY

[www.solanocounty.com](http://www.solanocounty.com)

Planning Services Division

**MINUTES OF THE SOLANO COUNTY  
ZONING ADMINISTRATOR'S MEETING**

**Virtual Meeting of October 15, 2020**

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, via telephone.

STAFF PRESENT:

Jim Leland, Principal Planner/Acting Zoning Administrator  
Eric Wilberg, Planner Associate  
Jamielynne Harrison, Zoning Administrator Clerk

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ADMINISTRATIVE APPROVALS

There were no administrative approvals for review.

PUBLIC HEARING

1. PUBLIC HEARING to consider an extension of time to exercise Use Permit U-18-03 (**Monroe Ranch**) to establish and operate an eight room Bed & Breakfast Inn and Special Events venue located at 4400 Suisun Valley Road, 2 miles west of the City of Fairfield, within the Suisun Valley Agriculture "A-SV-20" Zoning District, APN's 0027-020-030, 080, and 090.

After a brief presentation of the written staff report, Acting Zoning Administrator Jim Leland opened the hearing. The applicant was present via telephone and spoke about the one-year extension. A survey of the land was done which indicated that the land calculations were off by 15 ft. therefore, a commercial driveway would need to be constructed. The applicant stated that his main objective was to keep the driveway on his land. The applicant also mentioned that progress is being made on the required conditions and that they are doing all that can be done at this time. The matter was continued to the next Zoning Administrator's Meeting of November 19, 2020.

*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.*

Mr. Leland indicated that correspondence was received from Rich Zimmerman and Mary Browning. Resource Management received a letter from the California Fish and Wildlife Department requiring studies to be done as a part of the CEQA review. However, the correspondence was received late and not in time for the original use permit hearing. In light of the situation, Resource Management is consulting with County Counsel as to whether the previous requirements have any bearing on this proceeding. County Counsel requires additional time for review, therefore, the hearing will be continued to November 19, 2020 to provide adequate time for County Counsel's review.

Since there were no further speakers, Mr. Leland closed the public hearing. The Zoning Administrator deferred the item to the meeting of November 19, 2020.

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