

DEPARTMENT OF RESOURCE MANAGEMENT

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Planning Services Division

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

Audioconference Meeting of September 30, 2021

A special meeting of the Solano County Zoning Administrator was called to order at 11:00 a.m. in the Department of Resource Management, Fairfield, California, via audioconference.

STAFF PRESENT

Allan Calder, Zoning Administrator
Travis Kroger, Planner
Marianne Richardson, Administrative Secretary

OTHER PARTICIPANTS

Charles Wood
Todd Lowell

PUBLIC HEARINGS

OLD BUSINESS (Continued from September 16, 2021)

1. Sign Permit SGN-20-05 to permit signage for a new 76 service station to include canopy logos and LED light bars, a monument price sign, replacement faces for the tall freeway sign, a wall mounted sign for the convenience store, and the as-built center identification sign, and wall mounted signs for the produce market as required by Policy Plan Overlay PP-02-04, APN 0109-170-220. (Project Planner: Travis Kroger) **Staff Recommendation: Approval**

Action: Zoning Administrator Allan Calder stated that he was in receipt of notice requesting a continuation. Mr. Todd Lowell, representing the Applicant (tenant), disagreed stating there are two revisions to the plans submitted, one from the tenant to relocate Sign C and one from the landlord to change color of Sign D.

Mr. Calder stated the color change supported by the tenant is acceptable to the County and further asked about the proposed tree at the sign relocation area. Mr. Charles and Mr. Lowell each stated shifting the proposed tree to the east is acceptable.

Planner Travis Kroger stated that revised plans showing the agreed revisions must be submitted to the Planning Division to be included with the permit. Mr. Lowell stated the tenant will take responsibility of submitting revised plans.

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.

After hearing no further comments on this item, Mr. Calder closed the public hearing and approved the staff report with the revisions discussed and agreed by tenant and landlord. After a 10-day appeal period, a permit will be issued to the applicant.

Since there were no other agenda items, Mr. Calder closed the public hearing and the meeting was **adjourned**.