



**MINUTES**  
**BOARD OF ZONING APPEALS**  
**SPECIAL MEETING – 5:30 P.M.**  
**Thursday, December 3, 2020**  
**Virtual Meeting**

1. **ROLL CALL** – Chair Coppess called the meeting to order at 5:30 p.m.  
**Present:** Commissioners Nanney, Miller, Lyon, Coher, and Chair Coppess  
**Excused Absent:** N/A  
**Staff:** Luis Rocha, Arlene Granadosin-Jones, Jennifer Driver, John Nam
  
2. **APPROVAL OF MINUTES**
  - A. **April 4, 2018** – Commissioner Nanney moved approval of the April 4, 2018 Meeting Minutes. Seconded by Commissioner Coher. Minutes approved 3-0. Commissioners Lyon and Miller abstained.
  - B. **May 2, 2018** – Commissioner Nanney moved approval of the May 2, 2018 Meeting Minutes. Seconded by Commissioner Coher. Minutes approved 3-0. Commissioners Lyon and Miller abstained.
  - C. **June 27, 2018** – Commissioner Nanney moved approval of the June 27, 2018 Meeting Minutes. Seconded by Commissioner Coher. Minutes approved 3-0. Commissioners Lyon and Miller abstained.
  
3. **ACTION ITEM**
  - A. **PRIVATE TREE REMOVAL PERMIT TR#2020-10035: 1074 Glen Oaks Blvd. – Council District #6**

Private Tree Removal Permit: Appeal of the Director’s decision to disapprove a request for removal of a Eucalyptus citriodora (Lemon-scented gum) tree with a DBH of 27 inches within a single-family residential property. The tree is protected by the City’s Tree Protection Ordinance (PMC Chapter 8.52).

**Staff Recommendation:**

    - 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15270(a), (Projects Which are Disapproved); and
    - 2) Uphold the Director’s decision and disapprove Private Tree Removal Permit TR#2020-10035.

Case Manager: Arlene Granadosin-Jones

**Motion:**

Commissioner Lyon moved staff’s recommendation. Seconded by Commissioner Miller. Motion approved 5-0.

**B. 1811 North Raymond Avenue - Council District #1**

Zoning Administrator Determination: Appeal of a determination by the Zoning Administrator that a Residential Care, General land use lost its nonconforming status pursuant to PMC Section 17.71.060.B1 (Termination of nonconforming use by discontinuance).

**Staff Recommendation:**

- 1) Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061(b)(3), the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment; and
- 2) Uphold the Zoning Administrator's determination.

Case Manager: Jennifer Driver

**Motion:**

Commissioner Lyon moved to continue the case to January 21, 2021. Seconded by Commissioner Miller. Motion approved 4-1.

Chair Coppess: Y

Commissioner Coher: N

Commissioner Lyon: Y

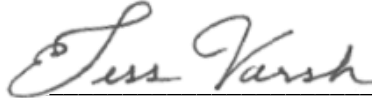
Commissioner Miller: Y

Commissioner Nanney: Y

**4. ADJOURNMENT** – Chair Coppess adjourned the meeting at approximately 6:12 p.m.



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Luis Rocha, Zoning Administrator



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Tess Varsh, Recording Secretary