

DEPARTMENT OF RESOURCE MANAGEMENT

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Planning Services Division

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

Meeting of May 16, 2024

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, and via audioconference.

STAFF PRESENT

Allan Calder, Acting Zoning Administrator
Marianne Richardson, Clerk
Jeffrey Lum, Senior Planner
Erik Hagstrom, CivicSpark Fellow
Chris Ferrucci, County Surveyor
Nedzlene Ferrario, Principal Planner
Pejman Mehrfar, Sr. Civil Engineer

OTHER PARTICIPANTS

Tony Alcala
Marco Del Campo
Paul Dahlen

PUBLIC HEARINGS

- 1. PUBLIC HEARING to consider Minor Subdivision application No. **MS-23-01** by Norcal Properties Management LLC to subdivide 22.97 acres in to four (4) lots; property is located at 7061 Steiger Hill Road, southwest corner of Joslin Lane and Steiger Hill Road, within unincorporated Vacaville, and within the Rural Residential 2.5-acre minimum Zoning District, APN: 0105-190-090. (Project Planner: Jeffrey Lum, 707-784-6765)

Staff Recommendation: Approval

Action: The applicants Tony Alcala and Marco Del Campo were present and acknowledged receipt of the staff report. Mr. Alcala asked for clarification of Condition of Approval No. 3 regarding roadway improvements. Mr. Alcala stated he received a scope clarification from a Planner and Public Works staff (after prior project approval in 2021) that only the frontage portion of the subject property, not the full width of roadway, required improvements and they submitted a revision to reflect this clarification. Project Planner Jeffrey Lum noted that the conditions of approval were carried forward from the previous minor subdivision approval in 2021.

County Public Works Staff, Chris Ferrucci and Pejman Mehrfar, discussed and agreed to an amendment of Condition of Approval No. 3 to read:

Prior to recordation of the Parcel Map, the subdivider shall improve the entire frontage of the proposed property on Steiger Hill and Joslyn Road pursuant to the County Public Road Improvement Standards. Plans shall be submitted for review by the Public Works Engineering Office. The plans shall be in accordance with the Solano County Subdivision

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.

Ordinance and current adopted Fire Safety Regulations. The County roadway standard is 24 feet wide with double chip seal surface with 4-foot graded shoulders. The Applicant is responsible to improve along the subject parcel frontage only. Any alteration thereof shall be approved by the County Public Works engineering services division.

The applicants agreed to the conditions of approval as amended.

Acting Zoning Administrator Allan Calder opened the public hearing; there were no speakers.

Based on the staff report and testimony received, Mr. Calder took action to **Approve** the staff report as amended for minor subdivision MS-23-01. After expiration of a 10-day appeal period, should no appeal be filed, an approval will be issued to the applicant.

Since there were no further agenda items, Mr. Calder adjourned the Zoning Administrator meeting of May 16, 2024.