



# Memorandum

**TO:** HONORABLE MAYOR AND  
COUNCIL

**FROM:** Rosalynn Hughey

**SUBJECT:** SEE BELOW

**DATE:** January 19, 2018

Approved

Date

1-19-18

**COUNCIL DISTRICT: 9**

## SUPPLEMENTAL

**SUBJECT: ADMINISTRATIVE HEARING ON A PERMIT APPEAL OF THE PLANNING COMMISSION'S APPROVAL OF A CONDITIONAL USE PERMIT AND SITE DEVELOPMENT PERMIT (FILE NO. CP16-035)**

### REASON FOR THE SUPPLEMENTAL

On December 19, 2017, the City Council took action to continue the administrative hearing for approximately one month so the applicant could meet with the appellant to resolve project issues. On January 15, 2017, the applicant, through his attorney, offered to meet with the appellant on January 17, 2017; however, the appellant's attorney declined to meet. Staff is not aware of any further offer to meet or of a scheduled meeting.

Staff prepared an updated resolution for the December 19, 2017 City Council meeting that approves the convenience store, office and extended hours but removes the car wash use. The applicant would be required to submit a Major Permit Adjustment to remove the car wash and shift proposed parking and trash enclosure to the west, which would be reviewed and approved administratively by staff. Staff recommends that the City Council adopt the revised resolution from December 19, 2017.

/s/

ROSALYNN HUGHEY, ACTING DIRECTOR  
Planning, Building and Code Enforcement

For questions please contact Steve McHarris, Planning Official, at (408) 535-7819.