



April 8, 2020

Notice of Pending Zoning Administrator Action

Dear Property Owner:

City administrative policy requires the Community Development Department to notify you of pending Zoning Administrator (ZA) actions regarding planning permits that may affect property that you own. This Notice of Pending Zoning Administrator Action (Notice) has been mailed to inform you of a permit application on property located within 500 feet of property for which you are the owner of record.

Project Location

2305 Jefferson Boulevard (See Attachment 1)

Project Description

The applicant requests a modification to the previously approved design review of the Jefferson Village Apartments which received approval on October 2, 2019. The applicant requests a modification to the site plan, building type and unit count. The revised design increases the number of multifamily units by 10% (30 units) and condenses the number of buildings on the site from sixteen down to six. It also reduces the height of the main building fronting Jefferson Boulevard down to four stories from the previously approved five.

The project is being processed as a minor revision to an approved project subject to §17.35.110 and §17.37.070 of the City's Municipal Code. The modifications are not subject to CEQA per CEQA Guidelines Section 15378. However to comply with the applicable General Plan policies and Municipal Code the project will need to comply with the Yolo Habitat Conservation Plan and the City's Tree Preservation Ordinance, including the payment of all required fees.

Copies of the project plans enclosed. Full-size plans are available for review on the City's website on the Community Development Department's Pending Administrative Actions page. Please contact the project planner, Seamus Laffey at Seamusl@cityofwestsacramento.org for more information.

How to Comment on this Project

Anybody may submit written comments on the project to the attention of the Zoning Administrator, David Tilley of the Community Development Department at 1110 West Capitol Avenue, 2nd Floor, West Sacramento CA 95691. For the comments to be



considered in the determination on the project, the comments must specifically relate to the project's conformity to the Southport Design Guidelines. Comments can also be emailed to the project planner, Seamus Laffey.

Zoning Administrator's Decision

The Zoning Administrator will make a decision on the proposed project modifications on or after April 29, 2020. Interested parties are encouraged to contact the project planner to confirm the approval status of the project; no further notices will be provided.

How to Appeal the Zoning Administrator's Decision

A 15-day appeal process opens following the Zoning Administrator's decision. If you submitted written or oral comments by the above-referenced due date and you disagree with the decision of the Zoning Administrator, you have a right to appeal their decision by filing an appeal with the City Clerk within 15 days of the decision and paying the appeal fee. **Only persons who participated in the review process by submitting written or oral comments prior to the date in which comments are due may appeal.**

Appeals are limited to those issues raised prior to the date upon which comments were due. If you challenge this item in court, you may be limited to raising only those issues you or someone else raised prior to the close of the comment period.

What to Do Next

If you have no concerns about the project, there is no need to take any action. If you have concerns or would like additional information, please contact the project planner using the information provided above.

Sincerely,

David Tilley

David Tilley, Principal Planner
Zoning Administrator

Attachments

1. Revised Site Plan