

Mike Castellucci  
Chair

Steve Anselmo  
Vice Chair



Yvonne Lujan-Slak  
Secretary

Lisa Bailey

Rodger Ortiz

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**Minutes for August 27, 2019**  
City Council Chambers, 1 City Hall Place

The meeting was called to order at 7:05 p.m. with Chair Castellucci presiding.

**Board Members Present:** Mike Castellucci, Yvonne Lujan-Slak, and Elizabeth (Lisa) Bailey, Steve Anselmo.

**Board Members Absent:**

**Staff Members Present:** Beritt Odom, Senior Planner; Daniel Kogovsek, Board Attorney; Chelsea Stromberg, Planner

**~ Approval of Minutes**

Motion to approve the minutes from the meeting of July 23, 2019, by Lujan-Slak, second by Bailey.

**Motion passed 4 - 0**

**~ Approval of Agenda**

Lisa Bailey moved to approve the agenda. The motion was seconded by Bailey.

**Motion passed 4 - 0**

**REGULAR AGENDA**

Each case that follows proceeded in a uniform process as directed by Chair Castellucci. Beginning with a staff report presented by Planner Chelsea Stromberg, then questions, if any, from the Board to staff members. Next, the applicant is sworn in by Board Attorney Daniel Kogovsek, then the applicant states his or her name and address. The Board questions the applicant and confirms understanding of staff report and conditions for approval. Applicant may add further information, followed by further questions, if any, from the Board. Then the Board asks if anyone present in the audience will state support for the applicant, followed by those who state opposition. Then the Board closes the public hearing and reviews findings of fact. Then the Board may motion to approve or deny the application for permit. In some cases, permits may be conditionally approved.

1. **ZBA-19-18 112 W 2ND St. Special Use Permit** to allow Food and Drink Processing, minor, in a Central Business (B-4 Zone) District (Mike Hartkop, Solar Roast LLC). A Special Use Permit to allow coffee roasting and packaging in a Central Business (B-4 Zone) District.

Castellucci asked whether the applicant was in the audience to represent the request. Once the applicant confirmed, from the audience, that they were present, Castellucci asked for the staff presentation, which was given by Ms. Stromberg. Castellucci then asked for the applicant to come forward and be sworn in. **Mike Hartkop** was sworn in by Mr. Kogovsek, who also asked him to sign in. Following such actions, **Mr. Salazar** introduced himself and offered to answer any questions. **Mr. Hartkop** summarized the proposed Special Use Permit. Castellucci asked the applicant if they read the staff report, understand the conditions, and can comply with the staff conditions. **Mr. Hartkop** stated that he read the staff report and can comply with the conditions. Mr. Castellucci asked if there was anyone in the audience wishing to speak in favor of the application. There were none. Mr. Castellucci asked if there was anyone wishing to speak in opposition of the application. There were none. The public hearing was then closed.

**Commission Action:**

Motion to grant by Bailey, second by Anselmo.

**Motion passed 4-0.**

**OLD/NEW BUSINESS**

**~ Adjourn:** Meeting adjourned at 7:19 p.m.

Minutes respectfully submitted by Chelsea Stromberg.