



Lauren Barr, Zoning Administrator

Zoning Administrator Agenda

**San Ramon City Hall
Council Chamber
7000 Bollinger Canyon Road**

**September 17, 2026
6:00 PM
Special Meeting**

Agenda Questions: Contact Planning Services at (925) 973-2560

Zoning Administrator Public Hearing Guidelines

At any item designated as a Public Hearing, any audience member may request to speak; the Zoning Administrator will recognize you during the proceedings and set a time limit based on how many people wish to comment and the time available.

The procedure for the hearing is to have staff make a presentation, the applicant presents the proposal and then the persons for and against the item may speak. Finally, the applicant has time for rebuttal. The hearing is then closed and brought to the Zoning Administrator action. There is no further comment permitted from the audience unless invited by the Zoning Administrator.

Public hearings may be continued from time to time. Notice of the continuance will be provided following the conclusion of each item no additional notification will be provided unless there is a change in the meeting date, time or location.

If the applicant or his/her representative fails to attend the Public Hearing concerning his/her application, the Zoning Administrator may take action to deny the application. An application may be entertained for continuance upon receipt of written notification of the applicant's inability to attend the hearing.

If you challenge in Court any zoning or planning actions taken by the Zoning Administrator, you may be limited to raising only those issues you or someone else raised at the public hearing conducted herein or in written correspondence delivered to the Zoning Administrator at or prior to the public hearing.

Decisions of the Zoning Administrator may be appealed within 10 (ten) calendar days of decision by filing a letter stating the grounds for the appeal along with the appropriate filing fee in the City Clerk's office.

1. Call To Order/Roll Call

2. Additions and Revisions

3. Consent Calendar

- 3.1 Approval of Meeting Minutes: Zoning Administrator Regular Meeting – August 21, 2025

4. Public Hearing – New Items

- 4.1 Club Studio Project (DPA 2026-0001, MUP 2026-0002, MX 2026-0001 & AR 2026-0002) located at 3207 Crow Canyon Pl

Recommendation: Open the public hearing, take public testimony, close the public hearing, and adopt Zoning Administrator Order No. 03-26 approving the proposed Project applications subject to the recommended Conditions of Approval

CEQA: The proposed project is classified as a Categorical Exemption pursuant to Section 15301 (Existing Facilities) of the Guidelines for the California Environmental Quality Act of 1970, as amended.

Staff Report by: Lucas Haase, Assistant Planner

5. Adjournment

This agenda is posted in accordance with Government Code Section 54954.2(a). For disability related accommodations, please contact the City Clerk's Office at least 48 hours in advance of the meeting at 925-973-2539, or cityclerk@sanramon.ca.gov.

Public Comment

Members of the public may provide comments in person during the meeting. If you wish to speak, please complete a request to speak card available in the back of the meeting room and submit it to staff before the public comment period begins.

Written comments may be submitted by email to cityclerk@sanramon.ca.gov, indicating "Public Comment" and the corresponding "Agenda Item #" in the subject line. Written comments received up to two hours before the meeting will be provided to the Zoning Administrator and posted online in advance of the meeting at <https://sanramonca.portal.civicclerk.com> under the meeting date. Comments received after the cutoff will be provided to the Zoning Administrator the following day and posted online as noted above. Written comments will not be read aloud.

Attendee Conduct

There will be zero tolerance for any person addressing the Zoning Administrator making profane, offensive and disruptive remarks, or engaging in loud, boisterous, or other disorderly conduct, that disrupts the orderly conduct of the public meeting. Specifically, it is important for all speakers to adhere to the following guidelines for participation in this meeting:

- a. No profanity or obscenity
- b. Refrain from personal threats or attacks.
- c. Refrain from hateful epithets and demeaning language based on any person's race, religion, sexual orientation, ethnicity, gender, or disability.
- d. Respect all people that are present.

At the discretion of the Zoning Administrator, a speaker may forfeit speaking time for any of the following reasons:

- a. Exceeding the allotted time to speak;
- b. Yelling, screaming, or other behavior that renders the Zoning Administrator unable to continue the meeting;
- c. Excessive profanity or slander;
- d. Specific threats or "fighting words" that incite violence; or
- e. Speech that is outside the subject matter jurisdiction of the Zoning Administrator or the specific agenda item in which you are speaking.

While the City of San Ramon upholds the First Amendment rights of all participants, we do not accept or endorse offensive or hateful comments made during our meetings. We celebrate the diversity of our community and strive to maintain a welcoming and inclusive environment for all.