



MEMORANDUM

Date: June 26, 2026

From: Derek Farmer, Assistant Director of Community and Economic Development Initial
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Subject: **Actions of the Zoning Administrator**

The following actions were taken by the Zoning Administrator (ZA) within the past week.

PUD-81-30-27D-3M, Planned Unit Development Minor Modification

Application for a site-specific Planned Unit Development (PUD) Minor Modification to PUD-81, modifying the previously approved development plan to: 1) construct a service yard at the southwestern side of the building; 2) construct a generator and tank enclosure in the parking lot by removing existing on-site parking; and 3) reconfigure the existing parking lot for the proposed ambulatory surgical center located at 4457 Willow Road (APN: 941-2762-16). The project is categorically exempt from the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Section 15301(e) - Existing Facilities.

Action: Approved w/Conditions
Action Date: 6/24/2026
Effective date: 7/6/2026

How to Appeal a ZA Action:

All ZA actions become effective on the 11th day after the action is taken. Appeals must be filed within the 10-day appeal period by 5 pm on the last day. If you wish to appeal any of the actions, please contact the Planning Division prior to the effective date. You may submit appeal requests via [email](#) or in person to the Planning Division office located at 200 Old Bernal Avenue during the following hours:

- Mondays: 9 am to 4 pm
- Tuesdays, Wednesdays, and Thursdays: 9 am to 1 pm

A written request for appeal shall include the pertinent facts and the basis for the appeal, indicating the specific grounds for the appeal, where there was an error or abuse of discretion by the previous review authority in the consideration and action on the matter being appealed, and/or where the decision was not supported by the evidence on the record. The appeal shall be accompanied by the [Application Form](#) and filing fee identified in the [Master Fee Schedule](#).