CITY OF NOVATO
COMMUNITY DEVELOPMENT

# ZONING ADMINISTRATOR
## Meeting Agenda

**Thursday, October 9, 2025 - 2:00 PM**

COMMUNITY DEVELOPMENT DEPARTMENT
922 MACHIN AVENUE
NOVATO, CA 94945

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**Zoning Administrator Steve Marshall**

The Zoning Administrator welcomes you to attend its meetings which are regularly scheduled every 2nd and 4th Thursday at 2:00pm. Your interest is encouraged and appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison at (415) 899-8989. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help insure accessibility to this meeting.

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**A. PUBLIC COMMENT**

*All members of the public wishing to address the Zoning Administrator are requested to sign in. (Please remember that this is part of the PUBLIC RECORD). For issues raised during Public Comment that are not on the published agenda, except as otherwise provided under the Ralph M. Brown Act, no action can legally be taken. The Zoning Administrator may direct that the item be referred to City staff for action or may schedule the item on a subsequent agenda.*

**B. PUBLIC HEARING**

**B.1. LA CARRETA MARKET**
**CEQA CATEGORICALLY EXEMPT: SECTION 15301**
**P2025-049; USE PERMIT**
**APN 141-286-04; 973 FRONT STREET**

Conduct a public hearing and possibly approve a use permit to allow the sale of beer and wine for off-site consumption at La Carreta Market, an existing grocery store located at 973 Front Street (APN 141-286-04).

**B.1. Staff Report - La Carreta Market Alcohol Sales Use Permit (P2025-049)**
**B.1. Attachment No. 1 - La Carreta Market Alcohol Sales Description (P2025-049)**
**B.1. Attachment No. 2 - La Carreta Market Floor and Site Plan (P2025-049)**

*Public hearings are announced and advertised in advance to allow interested persons to make comments for, against, or otherwise, regarding a proposed project or decision. Anyone who challenges any hearing matter in court may be limited to only those issues raised at the public hearing described*

*therein, or in written correspondence delivered to the Zoning Administrator at, or prior to, the public hearing.*

## C. ADJOURNMENT

*If urgent matters arise after the publication of the regular agenda, there will be an addendum. It will be posted at the referenced locations mentioned in the Affidavit of Posting 72 hours before the meeting.*

*To appeal a final decision of the Zoning Administrator, a written letter of appeal and the required appeal fee must be filed with the Community Development Department within 10 calendar days of the decision. The appeal letter must specifically state the basis for the appeal. Additional information on the appeal process can be found in Division 19.54 of the Novato Municipal Code.*

*Materials that are submitted to City staff after the distribution of the agenda packet, are available for public inspection in the Community Development Department at 922 Machin Avenue during normal business hours. Such materials shall also be made available on the City of Novato website at novato.org when practical and provided that City staff is able to post those documents prior to the meeting. A binder is available for the public at the meeting to view any distributed materials. Also, when non-confidential written materials are distributed to the Zoning Administrator or City staff during a public meeting, copies shall be made available to members of the public following that meeting.*

**AFFIDAVIT OF POSTING**

I, Rachelle Young, certify that on Friday, October 3, 2025, before the Zoning Administrator meeting of October 9, 2025, the agenda was posted on the City Community Service Board at the 922 Machin Avenue and on the City's website at **novato.org** in Novato, California.

/Rachelle Young/
Rachelle Young, Senior Office Assistant / Planning Division