

# MEMORANDUM



DATE: July 16, 2025  
TO: Distribution List  
FROM: Robyn Hernandez  
Planning Department

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SUBJECT: ACTIONS TAKEN AT THE MAY 28, 2025 SPECIAL MEETING OF THE ZONING ADMINISTRATOR

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The following is a brief resume of the Zoning Administrator actions taken at the above meeting. Present at the meeting were: Acting Zoning Administrator and Senior Planner Travis Clark, Management Technician Sarah St. Louis, and one audience member. Please contact the Development Department if you have any questions or need additional information.

Meeting Opened: 10:00 a.m.

Call to Order

## **PUBLIC HEARINGS**

1. **ADMN25-00070 – Karen Matthews, Acrobats Gymnastics**  
**Environmental** – Environmental Exemption

**Project** – A Minor Conditional Use Permit with an Environmental Exemption to allow for an indoor gymnastics facility to operate within an existing multi-tenant building zoned Heavy Industrial (M-2).

**Location** – 12855 Production Place, Unit #1

**Recommendation** – Staff recommends that the Zoning Administrator take the following actions:

1. **Environmental Assessment** – Find the project categorically exempt per CEQA Section 15301 – Existing Facilities; and
2. **Minor Conditional Use Permit** – Approve Case No. ADMN25-00070 subject to the recommended Conditions of Approval.

**Approved as conditioned in accordance with Section 16-3.02.050(a-e) of the Victorville Municipal Code.**

## **PUBLIC COMMENTS**

Speakers: None

## **ADJOURNMENT**

Meeting was adjourned at **10:03 a.m.**