



# City of Santa Rosa

637 1st St, Large  
Conference Room  
Santa Rosa, CA 95404

## Zoning Administrator Regular Meeting Minutes - Final

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Thursday, April 18, 2024

10:30 AM

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### 1. CALL TO ORDER

Zoning Administrator Toomians called the meeting to order at 10:30 a.m.

### 2. APPROVAL OF MINUTES

#### 2.1 April 4, 2024 - Draft Minutes

Zoning Administrator Toomians approved the minutes as submitted.

### 3. PUBLIC COMMENT

ZA Toomians opened the public comment period at 10:31 a.m.

Duane Dewitt spoke about un-permitted food trucks in Roseland.

ZA Toomians closed the public comment period at 10:34 a.m.

### 4. ZONING ADMINISTRATOR BUSINESS

#### 4.1 STATEMENT OF PURPOSE

ZA Toomians read the Statement of Purpose aloud.

#### 4.2 ZONING ADMINISTRATOR REPORTS

None.

### 5. CONSENT ITEM(S)

None.

### 6. SCHEDULED ITEM(S)

#### 6.1 PUBLIC MEETING - T-MOBILE TOWER EXTENSION - DESIGN REVIEW - 3186 COFFEY LN - DR24-007

BACKGROUND: Minor Design Review Permit application for the addition of six (6) antennas, extending the height of the existing tower

from 20-feet to 80-feet, and the addition of supporting ground equipment. This project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Suzanne Hartman, City Planner  
Planner Hartman presented.

Applicant team responded to Zoning Administrator inquiries.

ZA Toomians opened the public comment period at 10:41 a.m.

John Macken spoke to facilitate communication between the City and Applicant.

ZA Toomians closed the public comment period at 10:42 a.m.

**ZONING ADMINISTRATOR TOOMIANS APPROVED WITH ADDED  
CONDITIONS RESOLUTION NO. ZA-2024-013, ENTITLED:**

**RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA  
ROSA APPROVING MINOR DESIGN REVIEW FOR THE ADDITION OF NEW  
SUPPORTIVE GROUND EQUIPMENT AND THREE NEW ANTENNAS,  
EXTENDING THE HEIGHT TOWER BY 20 FEET, FOR THE PROPERTY  
LOCATED AT 3182 COFFEY LANE, SANTA ROSA, APN: 015-390-051, FILE  
NO. DR24-007**

**6.2 PUBLIC MEETING - LANDMARK ALTERATION PERMIT FOR THE  
PATRICIA HILL DECK AT 653 CHARLES STREET, FILE NO.  
LMA24-003**

BACKGROUND: Construction/replacement of an attached deck on the backside of the primary dwelling. The project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Jandon Briscoe  
Planner Briscoe presented.

Staff responded to ZA inquiries.

ZA Toomians opened and closed the public comment period at 10:49 a.m.

**ZONING ADMINISTRATOR TOOMIANS APPROVED AS SUBMITTED RESOLUTION NO. ZA-2024-014, ENTITLED:**

**RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING MINOR LANDMARK ALTERATION PERMIT FOR AN ATTACHED REAR DECK REPLACEMENT FOR THE PROPERTY LOCATED AT 653 CHARLES STREET, SANTA ROSA, APN: 009-265-023, FILE NO. LMA24-003**

## **7. ADJOURNMENT**

Zoning Administrator Toomians adjourned the meeting at 10:49 a.m.

Approved on: May 2, 2024

S/ MARK KOLARIK, Recording Secretary