

**RESOLUTION NO. INSERT ZA RESO NO.**

**RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA  
APPROVING MINOR DESIGN REVIEW FOR WEST AVENUE APARTMENT  
RENOVATIONS FOR THE PROPERTY LOCATED AT 1400 WEST AVENUE, SANTA  
ROSA, APN: 125-351-027, FILE NO. PLN25-0130**

WHEREAS, the Santa Rosa Zoning Administrator has completed review of the Minor Design Review application to allow the proposed project described above; and

WHEREAS, the Minor Design Review approval to allow the proposed project is based on the project description and official approved exhibit dated received July 17, 2025; and

WHEREAS, the matter has been properly noticed as required by Section 20-52.030.H.2.a and no request for a public hearing has been received;

NOW, THEREFORE, BE IT RESOLVED that in accordance with Section 20-52.030.I, the Zoning Administrator of the City of Santa Rosa finds and determines that:

1. The design and layout of the proposed development is of superior quality, and is consistent with the General Plan, any applicable specific plan, applicable Zoning Code standards and requirements, the City's Design Guidelines, architectural criteria for special areas, and other applicable City requirements (e.g., City policy statements and development plans). The site is designated Medium-Residential by the General Plan, and multi-family apartments are the type of developments that the General Plan envisioned. The property is located within the Roseland Specific Plan, and the proposed renovation complies with the Roseland Specific Plan Vision to create a welcoming community, that is clean, safe, affordable, and inviting;
2. The design is appropriate for the use and location of the proposed development and achieves the goals, review criteria and findings for approval as set forth in the Framework of Design Review. The proposed renovations incorporates improved, common open spaces into the site plan as primary design feature. The proposal also complies with the Design Guidelines by making accommodations for both adults and children furnished appropriately by including a basketball court and children's play area;
3. The design and layout of the proposed development will not interfere with the use and enjoyment of neighboring existing or future developments. Common open space areas are positioned in the middle of the development, making for easy navigation for residents. The tot lot is also positioned away from the street. Exterior renovations include replacing windows, roofing, deck removals, and new patio enclosures;
4. The architectural design of the proposed development is compatible with the character of the surrounding neighborhood. The apartments have siding that is similar with the development across West Avenue and South Avenue. The roof

pitches of West Avenue apartments are also similar to the surrounding developments, and the improvements are made to existing buildings;

5. The design of the proposed development will provide a desirable environment for its occupants, visiting public, and its neighbors through the appropriate use of materials, texture, and color and would remain aesthetically appealing and be appropriately maintained. The existing building is being renovated to take care of the water damage caused by the balconies and cheap material that did fare well with the weather. New tot lot equipment and a new basketball goal are also proposed;
6. The proposed development will not be detrimental to the public health, safety, or welfare or materially injurious to the properties or improvements in the vicinity. The proposal has been reviewed by Building, Engineering, and Fire, and no issues were raised;
7. The project has been found in compliance with the California Environmental Quality Act (CEQA). The project is categorically exempt pursuant to CEQA Guidelines 15301 because it consists of maintenance and minor alterations of an existing facility.

This entitlement would not be granted but for the applicability and validity of each and every one of the below conditions and that if any one or more of the below conditions is invalid, this entitlement would not have been granted without requiring other valid conditions for achieving the purposes and intent of such approval. The approval of the project is contingent upon compliance with all the conditions listed below. Use shall not commence until all conditions of approval have been complied with. Additional permits and fees are/may be required. **It is the responsibility of the applicant to pursue and demonstrate compliance.**

#### Conditions of Approval

1. Comply with all conditions as specified in the Engineering Development Services Exhibit A, July 30, 2025, attached hereto and incorporated herein.
2. Construction hours shall be limited to 8:00 a.m. to 5:00 p.m. Monday through Friday and 9:00 a.m. to 4:00 p.m. Saturdays. No construction is permitted on Sundays and holidays.
3. No signs are approved as part of the Project. Signs will require separate Planning and Building permits.
4. Comply with all applicable federal, state, and local codes. Failure to comply may result in issuance of a citation and/or revocation of approval.
5. Comply with the latest adopted ordinances, resolutions, policies, and fees adopted by the City Council at the time of building permit review and approval.
6. All landscaping must be continuously maintained in a healthy and attractive condition, free of weeds and debris, in accordance with the approved plans. Dead and dying plant materials shall be replaced with healthy specimens as necessary.
7. Tree Removal permit is required to remove the two or more required trees that impedes construction of the proposed improvements.

8. Bats are also protected. Prior to tree work (removal or aggressive trimming), a qualified professional should assess any open cavity in the trees for bats. Alternatively, if no inspection is done, the tree work may be completed following a two-step removal process:
  - a. In the afternoon of the first day, any limbs or branches would be removed using a chainsaw only. Any limbs with cavities, crevices, or deep bark fissures would be avoided.
  - b. On the second day, any additional work would be completed, be it the final trimming or removal.

This Minor Design Review is hereby approved on August 21, 2025. If conditions have not been met or if work has not commenced within 24 months from the approval date, this approval shall automatically expire and be invalid unless an application for extension is filed prior to expiration. This approval is subject to appeal within ten calendar days from the date of approval.

APPROVED: \_\_\_\_\_  
CONOR MCKAY, ZONING ADMINISTRATOR

Attached: Engineering Services Exhibit A, dated July 30, 2025

DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT  
ENGINEERING DEVELOPMENT SERVICES

EXHIBIT "A"  
7-30-25

West Avenue Apts Renovations  
PLN25-0130

- I. Developer's engineer shall obtain the current City Design and Construction Standards and the Engineering Development Services Department's Standard Conditions of Approval dated August 27, 2008 and comply with all requirements therein unless specifically waived or altered by written variance by the City Engineer.
- II. **Per City Code Section 18-12.015 (C), all properties including commercial and industrial parcels shall be subject to public improvement requirements when the value of any proposed building or site improvement exceeds \$200,000.00. A formal review of the valuation will commence during review of the building permit application. If the valuation is determined to be above the \$200,000 threshold, the project may be required to install or modify public improvements such as sidewalks, curb and gutter, pedestrian ramps, driveway approaches, planter strips and bike lanes. Additional right-of-way and easement dedications may also be required to support the current or future expansion of the roadway in order to meet adopted City Standards, General Plan requirements or area specific plans. Contact the Engineering Division of the Planning and Economic Development Department at 707-543-3200 to discuss specific requirements.**
- III. In addition, the following summary constitutes the recommended conditions of approval on the subject application/development based on the plans stamped received 7-22-25:

**PUBLIC STREET IMPROVEMENTS**


1. Any broken curb, gutter and/or sidewalk shall be replaced per City Standards 235, 237, and 241.
2. An encroachment permit shall be obtained from the Planning and Economic Development Department prior to performing any work within or adjacent to the public right-of-way or public easements.

**BUILDING**

3. Obtain building permits for the proposed project.

**FIRE** (from Memo dated May 29, 2025)

4. Fire service features for buildings, structures and premises shall comply with all City adopted building standards, [California Code of Regulations Title 24 Building Standards](#) and [Santa Rosa City Code](#).
5. [Project shall comply with requirements found in Santa Rosa Fire Department Standard Fire Safety During Construction, Demolition, or Alteration](#)
6. The following are a list of **deferred plan submittal** items that will be required by the Fire Department - additional items may be called out based on design needs.
  - a. Fire Sprinkler System
  - b. Private underground fire line
  - c. Fire Alarm System

  
A. R. Jesús McKeag

PROJECT ENGINEER