



# City of Santa Rosa

City Hall, Council Chamber  
100 Santa Rosa Ave  
Santa Rosa, CA

## Planning Commission Regular Meeting Minutes - Draft

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Thursday, July 22, 2021

4:00 PM

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### 1. CALL TO ORDER AND ROLL CALL

Chair Weeks called the meeting to order at 4 P.M.

**Present** - Chair Karen Weeks, Vice Chair Julian Peterson, Commissioner Charles Carter, Commissioner Vicki Duggan, Commissioner Jeffrey Holton, and Commissioner Jeff Okrepkie.

### 2. STUDY SESSION. None.

### 3. APPROVAL OF MINUTES

3.1 June 10, 2021 - Draft Minutes.

Approved as submitted.

3.2 June 24, 2021 - Draft Minutes.

Approved as submitted.

3.3 July 8, 2021 - Draft Minutes.

Approved as submitted.

### 4. PUBLIC COMMENTS

None.

### 5. COMMISSION BUSINESS

#### 5.1 STATEMENT OF PURPOSE

Chair Weeks recited the statement of purpose.

#### 5.2 SUBDIVISION AND WATERWAY ADVISORY COMMITTEE REPORTS

None.

#### 5.3 COMMISSIONER REPORTS

Chair Weeks reported.

#### 5.4 OTHER (i.e. VICE CHAIR ELECTION, NEW MEMBER INTRODUCTIONS)

None.

## 6. DEPARTMENT REPORTS

Andrew Trippel, Planning Commission liaison, reported.

## 7. STATEMENTS OF ABSTENTION BY COMMISSIONERS

Commissioner Okrepkie and Vice Chair Peterson abstained from item 9.2.

## 8. CONSENT ITEMS

None.

## 9. SCHEDULED ITEMS (REPORT AND PUBLIC HEARING ITEMS)

Chair Weeks reordered the agenda items to hear item 9.1, 9.3, 9.4, then 9.2 due to Commissioner abstentions.

**9.1\*** PUBLIC HEARING - WARREN RESIDENCE TUBBS FIRE REBUILD REQUEST FOR SETBACK VARIANCE, Exempt Project - ZONING CODE VARIANCE - 3523 COFFEY MEADOW PL - ZV20-003

BACKGROUND: This is a request for a Variance to allow the reconstruction of the residential unit lost in the Tubbs/Nuns Firestorm allowing the second story to encroach five feet into the required ten-foot side yard setback.

PROJECT PLANNER: Susie Murray

Ex Parte Disclosures: None.

Project Planner Susie Murray presented and responded to Commissioner inquiries.

Chair Weeks recessed and reconvened the meeting.

Chair Weeks opened and closed the Public Hearing.

**A motion was made by Commissioner Okrepkie, seconded by Vice Chair Peterson, to waive reading of the text and adopt:**

**RESOLUTION NO. 12062 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA APPROVING A ZONING**

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**VARIANCE FOR AN ENCROACHMENT INTO THE REQUIRED TEN-FOOT SECOND STORY SETBACK FOR CONSTRUCTION OF WARREN RESIDENCE LOCATED AT 3523 COFFEY MEADOW PLACE; FILE NUMBER ZV20-003**

**The motion carried by the following vote:**

**Yes:** 6 - Chair Weeks, Vice Chair Peterson, Commissioner Carter, Commissioner Duggan, Commissioner Holton and Commissioner Okrepkie

**9.2\*** PUBLIC HEARING - GREEN PEN DISPENSARY, Exempt Project - CONDITIONAL USE PERMIT - 349 AND 353 COLLEGE AVE - CUP18-080

BACKGROUND: Resubmittal of revised Green Pen Dispensary: Cannabis retail (dispensary) and delivery (State License Type 10) facility within the 2,943 square-foot building at 353 College Avenue, Santa Rosa with parking reduction. The revised Project includes the adjacent property located at 349 1/2 College Avenue, which burned and was demolished in 2020, and is proposed to be a parking lot to add five (5) new parking spaces for the purposes of the dispensary use. The front building located at 349 College Avenue is to remain. The proposed site is zoned GC-H (General Commercial-Historic) and is within the Ridgway Historic Preservation District. The Project qualifies for a Class 1 and 3 categorical exemption under the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Adam Ross

Vice Chair Peterson and Commissioner Okrepkie left the meeting.

Ex Parte Disclosures: None.

Project Planner Adam Ross presented.

Staff responded to Commissioner inquiries.

Applicant representatives presented.

Staff responded to Commissioner inquiries and revised the

resolution.

Commissioner Holton requested a friendly amendment, but after discussion withdrew the amendment.

**A motion was made by Commissioner Duggan, seconded by Commissioner Carter, to waive reading of the text and adopt as amended:**

**RESOLUTION NO. 12065 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA MAKING FINDINGS AND DETERMINATIONS AND APPROVING A CONDITIONAL USE PERMIT FOR GREEN PEN DISPENSARY, A CANNABIS RETAIL (DISPENSARY) WITH DELIVERY IN AN EXISTING 2,943 SQUARE-FOOT BUILDING INCLUDING A RECIPROCAL PARKING AGREEMENT WITH THE ADJACENT PROPERTY AND A 25% PARKING REDUCTION - LOCATED AT 353 COLLEGE AVENUE AND 349 COLLEGE AVENUE - ASSESSOR'S PARCEL NUMBERS 180-750-046 AND 180-750-048 - FILE NUMBER CUP18-080**

**The motion carried by the following vote:**

**Yes:** 4 - Chair Weeks, Commissioner Carter, Commissioner Duggan and Commissioner Holton

**Abstain:** 2 - Vice Chair Peterson and Commissioner Okrepkie

**9.3 PUBLIC HEARING - EGGERT REZONE, Exempt Project - REZONING MAP AMENDMENT - 1434 PETERSON LN - REZ21-001**

BACKGROUND: Request to Rezone a residential lot from R-1-9 to R-1-6 to allow for a future two-lot minor subdivision and the development of a single-family residence on each lot.

PROJECT PLANNER: Kristinae Toomians

Ex Parte Disclosures: None.

Project Planner Kristinae Toomians presented.

Staff shared late correspondence and responded to Commissioner inquiries.

Chair Weeks opened the Public Hearing.

William spoke in opposition to the project.

Chair Weeks closed the Public Hearing.

Staff responded to Commissioner inquiries.

**A motion was made by Vice Chair Peterson, seconded by Commissioner Okrepkie, to waive reading of the text and adopt:**

**RESOLUTION NO. 12063 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING TO CITY COUNCIL REZONING OF A PROPERTY LOCATED AT 1434 PETERSON LANE TO THE R-1-6 (SINGLE-FAMILY RESIDENTIAL) ZONING DISTRICT, ASSESSOR'S PARCEL NUMBER 036-730-023 – FILE NUMBER REZ21-001**

**The motion carried by the following vote:**

**Yes:** 6 - Chair Weeks, Vice Chair Peterson, Commissioner Carter, Commissioner Duggan, Commissioner Holton and Commissioner Okrepkie

**9.4 PUBLIC HEARING - CITY OF SANTA ROSA - 1225 FULTON RD REZONING, Exempt Project - REZONING MAP AMENDMENT - 1225 FULTON RD - REZ20-004**

BACKGROUND: City-initiated rezoning from PD - Planned Development to RR - Rural Residential to allow a permanent Child Day Care Facility to occupy a former private meeting facility (Church). No new construction is proposed.

PROJECT PLANNER: Kristinae Toomians

Ex Parte Disclosures: None.

Project Planner Kristinae Toomians presented.

Chair Weeks opened and closed the Public Hearing at 5:17 P.M.

Staff responded to Commissioner inquiries.

**A motion was made by Commissioner Duggan, seconded by Commissioner Holton, to waive reading of the text and adopt:**

**RESOLUTION NO. 12064 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING TO CITY COUNCIL REZONING OF A PROPERTY LOCATED AT 1225 FULTON ROAD TO THE RR (RURAL RESIDENTIAL) ZONING DISTRICT, ASSESSORS PARCEL NUMBER 034-460-032; FILE NUMBER REZ20-004.**

**The motion carried by the following vote:**

**Yes:** 6 - Chair Weeks, Vice Chair Peterson, Commissioner Carter, Commissioner Duggan, Commissioner Holton and Commissioner Okrepkie

## **10. ADJOURNMENT**

Chair Weeks adjourned the meeting at 6:17 pm.

**Approved on: Thursday, September 9, 2021**

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**Michelle Montoya, Recording Secretary**