



City of Santa Rosa

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

Zoning Administrator Regular Meeting Minutes - Final

Thursday, May 1, 2025

10:30 AM

1. CALL TO ORDER

Zoning Administrator McKay called the meeting to order at 10:31 a.m.

2. APPROVAL OF MINUTES

2.1 Draft Minutes - April 17, 2025

Zoning Administrator McKay approved the draft minutes.

3. PUBLIC COMMENT

Janice Karmann spoke about City boards and commissions.

4. ZONING ADMINISTRATOR BUSINESS

4.1 STATEMENT OF PURPOSE

ZA McKay 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 - MINOR CONDITIONAL USE PERMIT FOR A VETERINARY HOSPITAL AT 730 BENNETT VALLEY ROAD; FILE NO. CUP25-008

BACKGROUND: The applicant proposes to operate a veterinary hospital. The project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Suzanne Hartman, City Planner

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Zoning Administrator approve a resolution for a Minor Conditional Use Permit to allow a veterinary hospital at 730 Bennett Valley Road.

Planner Hartman presented.

Applicant representative spoke.

Janice Karmann spoke in favor of the project.

ZONING ADMINISTRATOR MCKAY APPROVED RESOLUTION NO. ZA-RES-2025-029, ENTITLED:

"RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING A MINOR CONDITIONAL USE PERMIT TO ALLOW A MEDICAL SERVICE (VETERINARY CLINIC) FOR THE PROPERTY LOCATED AT 730 BENNETT VALLEY ROAD, SANTA ROSA, APN: 009-333-008, FILE NO. CUP25-008"

6.2 PUBLIC MEETING - MINOR DESIGN REVIEW TO MODIFY PREVIOUSLY APPROVED PLAN FOR BURBANK AVENUE APARTMENTS AT 1120-1140 FENWAY DRIVE AND 1499 YANKEE DRIVE (ASSESSOR'S PARCEL NO. 125-361-091); FILE NO. DR25-008

BACKGROUND: This is a proposal to modify a previously approved plan for the Burbank Avenue Apartments allowing increased building height, to 36'2" for the apartment structures. The project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Jandon Briscoe, City Planner

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Zoning Administrator approve a Minor Design Review to allow changes to the previously approved plans for Burbank Avenue Apartments located at 1120, 1130, 1140 Fenway Drive & 1499 Yankee Drive.

Planner Briscoe presented.

Janice Karmann asked a question about the project.

Applicant responded to public comment.

ZONING ADMINISTRATOR MCKAY APPROVED RESOLUTION NO. ZA-RES-2025-030, ENTITLED:

"RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING MINOR DESIGN REVIEW TO MODIFY THE PREVIOUSLY APPROVED PLANS FOR BURBANK APARTMENTS FOR THE STRUCTURES LOCATED AT 1120, 1130, 1140 FENWAY DRIVE & 1499 YANKEE DRIVE SANTA ROSA, APN: 125-361-091, FILE NO. DR25-008"

7. ADJOURNMENT

ZA McKay adjourned the meeting at 10:47 a.m.

Approved on: December 18, 2025

/S/ Mark Kolarik, Recording Secretary