



# City of Santa Rosa

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

## **PLANNING COMMISSION REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL AUGUST 24, 2023**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY ATTENDING IN-PERSON FROM THE COUNCIL CHAMBERS LOCATED AT 100 SANTA ROSA AVENUE (IT IS RECOMMENDED THAT SOCIAL DISTANCING BE OBSERVED), OR VIA ZOOM WEBINAR BY VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/84330527584](https://srcity-org.zoom.us/j/84330527584), OR BY DIALING 877-853-5257 AND ENTERING WEBINAR ID: 843 3052 7584**

**PUBLIC COMMENT MAY BE MADE LIVE DURING THE MEETING VIA ZOOM, PHONE OR IN-PERSON FROM THE COUNCIL CHAMBERS. ADDITIONAL INFORMATION RELATED TO MEETING PARTICIPATION IS AVAILABLE AT [HTTPS://WWW.SRCITY.ORG/1339/PLANNING-COMMISSION](https://www.srcity.org/1339/planning-commission)**

**THE MEETING WILL BE LIVE-STREAMED AT [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE "IN PROGRESS" LINK TO VIEW. THE MEETING CAN ALSO BE VIEWED ON COMCAST CHANNEL 28 AND AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

### **4:30 P.M. - REGULAR SESSION**

- 1. CALL TO ORDER AND ROLL CALL**
- 2. APPROVAL OF MINUTES**
- 3. PUBLIC COMMENTS**

This is the time when any person may address matters not listed on this agenda, but which are within the subject matter of the jurisdiction. The public may comment on agenda items when the item is called. Each speaker is allowed three minutes.

- 4. COMMISSION BUSINESS**

#### **4.1 STATEMENT OF PURPOSE**

The Planning Commission is charged with carrying out the California Planning and Zoning Laws in the City of Santa Rosa. Duties include implementing of plans, ordinances and policies relating to land use matters; assisting in writing and implementing the General Plan and area plans; holding public hearings and acting on proposed changes to the Zoning Code, Zoning Map, General Plan, tentative subdivision maps, and undertaking special planning studies as needed.

#### **4.2 COMMISSIONER REPORTS**

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

None.

#### **5. DEPARTMENT REPORTS**

#### **6. STATEMENTS OF ABSTENTION BY COMMISSIONERS**

#### **7. CONSENT ITEMS**

None.

#### **8. REPORT ITEMS**

None.

#### **9. PUBLIC HEARINGS**

##### **9.1\* PUBLIC HEARING - BUNYA BUNYA TREE REMOVAL (APPEAL) - 1080 2ND ST - TR22-062**

BACKGROUND: On March 3, 2023, a Tree Permit requesting to remove an approximately 125-foot Bunya Bunya Tree was denied by the Director of Planning and Economic Development. The Salvation Army Residences, Inc. has appealed that decision to the Planning Commission. The tree is located at 1080 2nd Street, between the community garden and the sidewalk along the 2nd Street frontage. The project is exempt from the California Environmental Quality Act.

PRESENTED BY: Susie Murray, Senior Planner

**Attachments:** [Staff Report](#)  
[Attachment 1 - Disclosure Statement](#)  
[Attachment 2 - Appeal Application](#)  
[Attachment 3 - 2023 Denial Letter & Tree Application](#)  
[Attachment 4 - Arborist Report, Sandborn Tree Service](#)  
[Attachment 5 - Arborist Report, Vintage Tree Care](#)  
[Attachment 6 - Tree Ordinance](#)  
[Attachment 7 - 2019 Denial Letter](#)  
[Attachment 8 - 2008 Denial Letter](#)  
[Attachment 9 - 1999 CC & PC Minutes, Resolutions, Staff I](#)  
[Attachment 10 - Policy Statement](#)  
[Attachment 11 - Location & Neighborhood Context Map](#)  
[Attachment 12 - Public Correspondence](#)  
[Resolution](#)  
[Presentation](#)  
[REVISED Presentation as of 8.22.23](#)  
[ADDED Appellant Presentation as of 8.24.23 at 1:20 P.M.](#)  
[Late Correspondence as of 8.22.23](#)  
[Late Correspondence as of 8.24.23 at 1:20 P.M.](#)

**9.2\*** PUBLIC HEARING - HOLLY HOCK SUBDIVISION - TENTATIVE MAP  
TIME EXTENSION - 1650 MEDA AVE - EXT23-0001

BACKGROUND: Tentative map extension for Holly Hock Subdivision, a previously approved 16-parcel small lot subdivision. The project is categorically exempt from CEQA.

PRESENTED BY: Jandon Briscoe, City Planner Trainee

**Attachments:** [Staff Report](#)  
[Attachment 1- Disclosure Form](#)  
[Attachment 2 - Location Map](#)  
[Attachment 3 - Neighborhood Context Map](#)  
[Attachment 4 - PC Resolution No.11840](#)  
[Attachment 5 - PC Resolution No. 11841](#)  
[Attachment 6 - Approved Tentative Map and Development](#)  
[Attachment 7 - PC Staff Report](#)  
[Resolution](#)  
[Presentation](#)  
[REVISED Presentation as of 8.23.23](#)  
[Late Correspondence as of 8.23.23](#)

**9.3\*** PUBLIC HEARING - 7-ELEVEN SALE OF BEER AND WINE FOR  
OFF-SITE CONSUMPTION - CONDITIONAL USE PERMIT - 136  
COLLEGE AVENUE - CUP22-052

BACKGROUND: 7-Eleven is requesting a Condition Use Permit for the sale of beer and wine for off-site consumption. The project is exempt from the California Environmental Quality Act (CEQA).

PRESENTED BY: Susie Murray, Senior Planner

**Attachments:** [Staff Report](#)  
[Attachment 1 - Disclosure Form](#)  
[Attachment 2 - Location & Neighborhood Context Map](#)  
[Attachment 3 - Project Narrative](#)  
[Attachment 4 - Site & Floor Plans](#)  
[Attachment 5 - PCN Approval Letter](#)  
[Attachment 6 - Police Correspondence and Activity Report](#)  
[Attachment 7 - Prior Resolutions, Staff Reports and Comm](#)  
[Attachment 8 - Council Resolution 27507](#)  
[Attachment 9 - ZC Section 20-42.034, Alcoholic Beverage](#)  
[ADDED PC Meeting Minutes June 17, 2004 as of 8.22.23](#)  
[Resolution](#)  
[Presentation](#)  
[REVISED Presentation as of 8.22.23](#)  
[Applicant Presentation](#)  
[Late Correspondence as of 8.22.23](#)  
[Late Correspondence as of 8.24.23 at 1:20 P.M.](#)

## 10. ADJOURNMENT

\*Ex parte communication disclosure required.

*In compliance with Zoning Code Section 20-62, the decision of the Planning Commission is final unless an appeal is filed on a City Appeal Form (<https://srcity.org/DocumentCenter/Index/173>) and associated fees, as noted on the City's Fee Schedule (<https://srcity.org/DocumentCenter/View/16129/Planning--Economic-Development-Department-Fee-Schedule?bidId=>), are paid within 10 calendar days of the action. The time limit will extend to the following business day where the last day falls on a day that the City is not open for business.*

The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available by contacting the Board Secretary at 543-3190 (TTY Relay at 711). Requests should be submitted as far in advance as possible, but no later than two business days before the scheduled meeting.

*Any writings or documents provided to a majority of the Planning Commission prior to this meeting regarding any item on this agenda are available for public review at <https://santa-rosa.legistar.com/calendar.aspx> or in person at the Planning and Economic Development Department, Room 3, City Hall, 100 Santa Rosa Ave, during normal business hours.*