



**Planning Commission  
Regular Meeting Minutes - Final**

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Thursday, May 8, 2025

4:30 PM

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**1. CALL TO ORDER AND ROLL CALL**

**Present** 5 - Chair Karen Weeks, Vice Chair Vicki Duggan, Commissioner Patti Cisco, Commissioner Aaron Pardo, and Commissioner Terrence Sanders

**Absent** 2 - Commissioner Charles Carter, and Commissioner Miles Horton

**2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)**

None.

**3. APPROVAL OF MINUTES**

3.1 April 24, 2025 - Draft Minutes

Approved as submitted.

**4. PUBLIC COMMENTS**

Chair Weeks opened public comment at 4:31 p.m.

Janice Carrman made public comment on the Hand that was removed from the Plaza and Commissioner Sanders appointment to the Planning Commission.

Chair Weeks closed public comment at 4:34 p.m.

**5. COMMISSION BUSINESS**

**5.1 STATEMENT OF PURPOSE**

Chair Weeks read aloud the Statement of Purpose.

**5.2 COMMISSIONER REPORTS**

Vice Chair Duggan reported on The Cannery.

Commissioner Sanders reported on The Cannery and for the upcoming Rose Parade.

There were no public comments.

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

None.

## **6. DEPARTMENT REPORTS**

Staff Liaison Jones reported.

There were no public comments.

## **7. STATEMENTS OF ABSTENTION OR RECUSAL**

None.

## **8. PRESENTATIONS**

None.

## **9. CONSENT ITEMS**

None.

## **10. REPORT ITEMS**

None.

## **11. PUBLIC HEARINGS**

### **11.1\* PUBLIC HEARING - CIRCLE K STORE & 76 GAS STATION, SALE OF BEER AND WINE FOR OFFSITE CONSUMPTION**

BACKGROUND: Conditional Use Permit to allow Type 20 beer and wine beverage sales for off-site consumption at an existing Circle K & 76 gas station. This project is exempt from the California Environmental Quality Act (CEQA).

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Planning Commission, by resolution, approve a Conditional Use Permit (CUP) to allow the sale of beer and wine for offsite consumption at the existing Circle K store and 76 service station, located at 2799 4th Street, Assessor's Parcel No. 181-190-006.

Presenting Planner: Hana Michaelson

Ex Parte Disclosures: None.

Project Planner Michaelson presented.

Staff and the Alcohol Beverage Control representatives responded to Commissioner inquiries.

Chair Weeks opened the Public Hearing at 4:49 p.m.

Janice Carrman made public comment on the hours of operation.

Chair Weeks closed Public Comment at 4:50 p.m.

Commissioners asked questions and made final comments.

**A motion was made by Commissioner Cisco, seconded by Commissioner Pardo, to waive reading of the text and adopt;**

**RESOLUTION NO. PC-RES-2025-010 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA MAKING FINDINGS AND DETERMINATIONS AND APPROVING A CONDITIONAL USE PERMIT TO ALLOW CIRCLE K, AN EXISTING CONVENIENCE STORE AT 2799 4TH STREET, TO SELL BEER AND WINE FOR OFFSITE CONSUMPTION - CITY FILE NO. CUP24-047 .**

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

**Yes:** 5 - Chair Weeks, Vice Chair Duggan, Commissioner Cisco, Commissioner Pardo and Commissioner Sanders

**Absent:** 2 - Commissioner Carter and Commissioner Horton

## **12. ADJOURNMENT**

Chair Weeks adjourned the meeting 5:02 p.m.

Approved on: July 24, 2025

/S/ Madeline Brown, Recording Secretary