City of Santa Rosa

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

Planning Commission
Regular Meeting Minutes - Draft

Thursday, March 13, 2025 **4:30 PM**

1. CALL TO ORDER AND ROLL CALL

Chair Weeks called the meeting to order at 4:30 p.m.

Present 5 - Chair Karen Weeks, Vice Chair Vicki Duggan, Commissioner Charles Carter, Commissioner Patti Cisco, and Commissioner Terrence Sanders

Absent 2 - Commissioner Miles Horton, and Commissioner Aaron Pardo

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

None.

3. APPROVAL OF MINUTES

3.1 February 27, 2025 - Draft Minutes

Approved as submitted.

4. PUBLIC COMMENTS

None.

5. COMMISSION BUSINESS

5.1 STATEMENT OF PURPOSE

None.

5.2 COMMISSIONER REPORTS

Vice Chair Duggan reported.

Chair Weeks introduced former Commissioner Julian to recognize his service and time on the Planning Commission.

Chair Weeks opened and closed public comments at 4:37 p.m.

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

None.

6. DEPARTMENT REPORTS

None.

7. STATEMENTS OF ABSTENTION BY COMMISSIONERS

None.

8. PRESENTATIONS

8.1 PRESENTATION - SANTA ROSA ACTIVE TRANSPORTATION PLAN UPDATE

BACKGROUND - The Santa Rosa Transportation and Public Works Department is conducting an update to the 2018 Bicycle and Pedestrian Master Plan, to be renamed the Active Transportation Plan. City staff released the Public Review Draft of the Active Transportation Plan on March 3rd to solicit feedback on the document. Public comment will be accepted through March 31st. It is anticipated that the Plan will be adopted by the City Council in the Spring of 2025.

PRESENTED BY: Torina Wilson, Transportation Planner

Transportation Planner Torina Wilson presented.

Staff responded to Commissioner Member Inquiries.

Chair Weeks opened and closed public comment at 5:01 p.m.

9. CONSENT ITEMS

None.

10. REPORT ITEMS

None.

11. PUBLIC HEARINGS

11.1 FIRST 2025 GENERAL PLAN AMENDMENT PACKAGE

11.1 (a) PUBLIC HEARING -DUTTON AVENUE DEVELOPMENT PROJECT

BACKGROUND: The applicant requests a General Plan Amendment for the 5.95-acre parcel at 3150 Dutton Avenue from Medium Density Residential to General Industry, and a Rezoning from Multi-Family Residential (R-3-18) to General Industrial (IG) to allow for future development of an industrial facility. The proposed project has been found in compliance with the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15164.

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Planning Commission, by three resolutions, recommend that (1) the Council adopt an Addendum to the previously approved Dutton Avenue Residences Mitigated Negative Declaration, (2) approve a General Plan Amendment to change the land use designation for 3150 Dutton Avenue from Medium Density Residential to General Industry; and (3) recommend that the City Council adopt a Zoning Map Amendment for 3150 Dutton Avenue from R-3-18 (Multi-Family Residential) to General Industrial (IG) consistent with the General Plan land use designation.

PRESENTED BY: Hana Michaelson, Contract Planner

Project Planner Hana Michaelson presented.

Staff and Applicant representatives responded to Commissioner Member inquiries

Chair Weeks opened and closed Public Hearing at 5:16 p.m.

A motion was made by Commissioner Cisco, seconded by Vice Chair Duggan, to waive reading of the text and adopt

RESOLUTION NO. PC-RES-2025-003 ENTITLED: A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING THAT THE COUNCIL ADOPT AN ADDENDUM TO THE DUTTON AVENUE RESIDENCES MITIGATED NEGATIVE DECLARATION (STATE CLEARINGHOUSE NO. (2005092141) FOR THE DUTTON AVENUE DEVELOPMENT PROJECT, LOCATED AT 3150 DUTTON AVENUE, ASSESSOR'S PARCEL NUMBER 043-133-013; FILE

NUMBER PRJ24-019 (GPAM24-002 & REZ24-002).

The motion carried by the following vote:

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

Absent: 2 - Commissioner Horton and Commissioner Pardo

A motion was made by Commissioner Cisco, seconded by Vice Chair Duggan, to waive reading of the text and adopt

RESOLUTION NO. PC-RES-2025-004 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING APPROVAL TO THE CITY COUNCIL OF A GENERAL PLAN AMENDMENT FROM MEDIUM DENSITY RESIDENTIAL TO GENERAL INDUSTRY FOR THE PROPERTY AT 3150 DUTTON AVENUE, APN 043-133-013; FILE NUMBER PRJ24-019 (GPAM24-002).

The motion carried by the following vote:

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

Absent: 2 - Commissioner Horton and Commissioner Pardo

A motion was made by Commissioner Cisco, seconded by Vice Chair Duggan, to waive reading of the text and adopt

RESOLUTION NO. PC-RES-2025-005 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING TO CITY COUNCIL REZONING OF PROPERTY LOCATED AT 3150 DUTTON AVENUE, TO THE IG (GENERAL INDUSTRIAL) ZONING DISTRICT, ASSESSOR’S PARCEL NUMBER 43-133-013; FILE NUMBER PRJ24-019 (REZ24-002).

The motion carried by the following vote:

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

Absent: 2 - Commissioner Horton and Commissioner Pardo

11.1 (b)* PUBLIC HEARING - HOUSING ELEMENT AMENDMENT

BACKGROUND: The project includes an update to the 2023-2031 Housing Element to reflect changes to City's RHNA obligations, as a

result of a resent annexation, as well as two clerical edits to correct the title of Table 5-2 and correct a mathematical error in Table 5-11. The Commission will consider making a recommendation to the City Council.

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Planning Commission, by resolution, recommend that the City Council amend the 2023-2031 Housing Element to reflect a transfer of Regional Housing Needs Allocation (RHNA) units related to the annexation of 34.93 acres, and two clerical edits to correct the title of Table 5-2 and correct a mathematical error in Table 5-11.

PRESENTED BY: Jessica Jones, Deputy Director of Planning

Deputy Director Jessica Jones presented.

Staff representatives responded to Commissioner inquiries.

Chair Weeks opened and closed the Public Hearing at 5:34 p.m.

A motion was made by Vice Chair Duggan, seconded by Commissioner Sanders, to waive reading of the text and adopt

RESOLUTION NO. PC-RES-2025-006 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING THAT THE CITY COUNCIL APPROVE A GENERAL PLAN AMENDMENT TO MODIFY THE 2023-2031 HOUSING ELEMENT TO REFLECT A TRANSFER OF REGIONAL HOUSING NEEDS ALLOCATION (RHNA) UNITS RELATED TO THE ANNEXATION OF 34.93 ACRES INTO THE CITY, AND TWO CLERICAL EDITS TO CORRECT THE TITLE OF TABLE 5-2 AND CORRECT A MATHEMATICAL ERROR IN TABLE 5-11.

The motion carried by the following vote:

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

Absent: 2 - Commissioner Horton and Commissioner Pardo

12. ADJOURNMENT

Chair Weeks adjourned the meeting at 5:36 p.m.