



# City of Santa Rosa

City Hall, Council  
Chamber,  
100 Santa Rosa Avenue  
Santa Rosa, CA 95404

## ZONING ADMINISTRATOR REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL-REVISED APRIL 9, 2026

10:30 A.M. - REGULAR SESSION

MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY  
ATTENDING IN-PERSON FROM COUNCIL CHAMBER  
LOCATED AT 100 SANTA ROSA AVENUE, SANTA ROSA.

THE PUBLIC CAN ALSO VIEW OR LISTEN TO THE MEETING LIVE AT:

1. [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE  
"IN PROGRESS" LINK TO VIEW;

2. VIA ZOOM WEBINAR BY VISITING  
[HTTPS://SRCITY-ORG.ZOOM.US/J/89296520356](https://srcity-org.zoom.us/j/89296520356), OR BY DIALING  
877-853-5257 AND ENTERING WEBINAR ID: 892 9652 0356;

3. COMCAST CHANNEL 28, AT&T U-VERSE CHANNEL 99; AND

4. VIA YOUTUBE AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)

Public Comment may be made live, in-person, during the meeting in the  
City Hall Council Chamber, 100 Santa Rosa Ave or submitted in advance  
via email at [Planning@srcity.org](mailto:Planning@srcity.org) by 12:00 p.m. the Wednesday before  
the Zoning Administrator Meeting. Any written correspondence will be  
included in the agenda before the meeting begins.

10:30 A.M.

1. CALL TO ORDER

2. APPROVAL OF MINUTES

Draft Minutes - March 26, 2026.

**Attachments:** [Draft Minutes - March 26, 2026](#)

### **3. PUBLIC COMMENT**

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 Zoning Administrator. The public may comment on agenda items when the item is called. Each speaker is allowed up to three minutes.

### **4. ZONING ADMINISTRATOR BUSINESS**

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

The Zoning Administrator is appointed by the Director of the Planning and Economic Development Department and has the responsibility and authority to conduct public meetings and hearings, and to act on applications for minor or reduced review authority projects or entitlements (land use permits). A determination or decision by the Zoning Administrator may be appealed to the appeal body, including the Design Review and Preservation Board, Planning Commission, or City Council, as applicable to the decision.

#### **4.2 ZONING ADMINISTRATOR REPORTS**

### **5. CONSENT ITEM(S)**

None.

### **6. SCHEDULED ITEM(S)**

#### **6.1 PUBLIC HEARING - HOME OCCUPATION MINOR CONDITIONAL USE PERMIT FOR A MASSAGE THERAPY BUSINESS (ACTIVE MOTION MASSAGE), LOCATED AT 3006 AURORA COURT, FILE NO. PLN25-0442**

**BACKGROUND:** The applicant proposes to operate a massage therapy business within their home. 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 massage therapy business at 3006 Aurora Court

**Attachments:** [Attachment 1 - Disclosure Form](#)  
[Attachment 2 - Location Map](#)  
[Attachment 3 - Project Plans](#)  
[Attachment 4 - Public Comments Received](#)  
[Attachment 5 - Late Correspondence \(Uploaded on 4-9-2026\)](#)  
[Resolution](#)  
[Resolution - Redline Version \(Uploaded on 4-9-2026\)](#)  
[Resolution - Clean Version \(Uploaded on 4-9-2026\)](#)  
[Staff Presentation](#)

**6.2** PUBLIC MEETING - CAMACHO RECYCLING - PLANNING RECORD - 1400 FARMERS LN - PLN25-0528

BACKGROUND: This is a CA CRV recycling center proposal. Staff only takes empty beverage containers and store them in big blue bags and keep them inside the proposed 8x20 foot shipping container. Once container is reaching its capacity staff loads up all the material on a truck and take the material offsite to ensure there is never any bags outside the container. 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 resolution for a Minor Conditional Use Permit to allow a small recycling collection facility at 1400 Farmers Lane.

**Attachments:** [Attachment 1 - Disclosure Form](#)  
[Attachment 2 - Location Map](#)  
[Attachment 3 - Site Plan](#)  
[Attachment 4 - Late Correspondence \(Uploaded 4-9-2026 Resolution](#)  
[Resolution - Redline Version \(Uploaded 4-7-2026\)](#)  
[Resolution - Clean Version \(Uploaded 4-7-2026\)](#)  
[Staff Presentation](#)

## 7. ADJOURNMENT

*In compliance with Zoning Code Section 20-62, the decision of the Zoning Administrator 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 against individuals (including member(s) of a legislative body) with disabilities in its employment, services, benefits, facilities, programs, or activities. Requests for accommodations, auxiliary aids, or services necessary to participate in a City program, service, or activity, including printed information in alternate formats, are available by contacting the Recording Secretary at (707) 543-4694 (TTY Relay at 711) or [tcorrales@srcity.org](mailto:tcorrales@srcity.org). The e-mail subject line should read "ADA Accommodation Request" or "Language Assistance" and the email should include your name, address, telephone number, and a description of the request. If the request is received at least seven (7) business days prior to the board meeting, the copy shall be provided no later than two (2) business days prior to the board meeting. Meeting information can also be accessed via the internet at <http://srcity.org>.*

*Any writings or documents provided to the Zoning Administrator 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.*