

**RESOLUTION NO. INSERT ZA RESO NO.**

**RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA  
APPROVING A MINOR CONDITIONAL USE PERMIT TO ALLOW A SECOND HAND  
STORE FOR THE PROPERTY LOCATED AT 3620 AND 3616 INDUSTRIAL DRIVE,  
SANTA ROSA, APN: 015-690-020, FILE NO. PLN25-0239**

WHEREAS, a Minor Conditional Use Permit application was submitted to the Planning and Economic Development Department on June 26, 2025; and

WHEREAS, the Santa Rosa Zoning Administrator has completed review of the Minor Conditional Use Permit application to allow the proposed use for the project described above; and

WHEREAS, the Minor Conditional Use Permit approval to allow the proposed use is based on the project description and official approved exhibit dated received June 26, 2025; and

WHEREAS, the matter has been properly noticed as required by Section 20-52.050.E.2.a and no request for a public hearing has been received;

NOW, THEREFORE, BE IT RESOLVED that in accordance with Section 20-52.050.F, the Zoning Administrator of the City of Santa Rosa finds and determines that:

1. The proposed use is allowed within the applicable zoning district and complies with all other applicable provisions of this Zoning Code and the City Code. The site is designated General Commercial, which is intended for areas appropriate for a range of retail and service land uses. The proposed use is a second-hand store selling a range of objects, complying with the intended Zoning Land-use designation;
2. The proposed use is consistent with the General Plan and any applicable specific plan. The General Plan Land Use designation is Retail and Business Services, which envisions retail and service enterprises. The proposed use complies with this designation as it collects donated items, and sells those items;
3. The design, location, size and operating characteristics of the proposed use would be compatible with the existing and future land uses in the vicinity. The hours of operation proposed are similar to the surrounding uses. . The proposed use is within an existing commercial structure, and no additional parking is needed. Pursuant to Zoning Code Section 20-36.040(C)(2), no additional parking is required when a building's use changes to a new use that is not enlarging the space in which the use is located nor increasing intensity;
4. The site is physically suited for the type, density, and intensity of the proposed use including access, utilities, and the absence of physical constraints. The site was previously a retail store, which is a similar use and similar intensity to the proposed second-hand store;

5. Granting the permit would not constitute a nuisance or be injurious or detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zoning district in which the property is located. The proposed use's hours are consistent with the surrounding area. The project has been reviewed by Building, Engineering, and Fire, and no issues were raised. The project has been conditioned appropriately;
6. The project has been found in compliance with the California Environmental Quality Act (CEQA). Pursuant to CEQA Guidelines Section 15183, the project is statutorily exempt from CEQA because the project is consistent with the General Plan. The project is also categorically exempt pursuant to CEQA Guidelines Section 15301 since the project consists of maintenance and minor alterations of an existing facility.

This entitlement would not be granted but for the applicability and validity of each and every one of the below conditions and that if any one or more of the below conditions is invalid, this entitlement would not have been granted without requiring other valid conditions for achieving the purposes and intents of such approval. The approval of the project is contingent upon compliance with all the conditions listed below. Use shall not commence until all conditions of approval have been complied with. Additional permits and fees are/may be required. **It is the responsibility of the applicant to pursue and demonstrate compliance.**

#### Conditions of Approval

1. Obtain building permits for the proposed project.
2. No exterior signs are approved with this permit. A separate sign permit is required.
3. There shall be no sales of Tobacco without a valid Tobacco Retail License and authorization from the City of Santa Rosa.
4. Comply with all applicable federal, state, and local codes. Failure to comply may result in issuance of a citation and/or revocation of approval.
5. Comply with the latest adopted ordinances, resolutions, policies, and fees adopted by the City Council at the time of building permit review and approval.

This Minor Conditional Use Permit is hereby approved on August 21, 2025, for the duration of the use provided that conditions are complied with and that the use has commenced within 24 months from the approval date. The approval is subject to appeal within ten calendar days from the date of approval.

APPROVED: \_\_\_\_\_  
CONOR MCKAY, ZONING ADMINISTRATOR