



# City of Santa Rosa

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

## Planning Commission Regular Meeting Minutes - Final

---

Thursday, July 24, 2025

4:30 PM

---

### 1. CALL TO ORDER AND ROLL CALL

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

**Present** 7 - Chair Karen Weeks, Vice Chair Vicki Duggan, Commissioner Charles Carter, Commissioner Patti Cisco, Commissioner Miles Horton, Commissioner Aaron Pardo, and Commissioner Terrence Sanders

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

None.

### 3. APPROVAL OF MINUTES

3.1 May 8, 2025 - Draft Minutes

3.2 June 12, 2025 - Draft Minutes

Both minutes were approved as submitted.

There were no public comments.

### 4. PUBLIC COMMENTS

Chair weeks opened public comment.

Janice Karrman provided comments.

Chair weeks closed public comment.

### 5. COMMISSION BUSINESS

#### 5.1 STATEMENT OF PURPOSE

Chair Weeks read aloud the Statement of Purpose.

#### 5.2 COMMISSIONER REPORTS

None.

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

None.

## 6. DEPARTMENT REPORTS

None.

## 7. STATEMENTS OF ABSTENTION OR RECUSAL

None.

## 8. PRESENTATIONS

None.

## 9. CONSENT ITEMS

### 9.1 MOTION - THE HOOK DISPENSARY, 817 RUSSELL AVENUE - CLERICAL EDIT TO RESOLUTION

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Planning Commission, by motion, adopt a revised resolution to correct a clerical error in condition of approval 14(B) as follows: "Permitted hours of operation for cannabis retail sales and delivery service, as proposed in the application, shall be between 12 p.m. and 7 p.m. daily. Any proposed change to the hours of operation shall be considered by the Zoning Administrator."

Staff Liaison Jessica Jones reported.

Chair Weeks opened and closed public comment.

**A motion was made by Vice Chair Duggan, seconded by Commissioner Sanders, to adopt the revised resolution. The motion carried by the following vote:**

**Yes:** 7 - Chair Weeks, Vice Chair Duggan, Commissioner Carter, Commissioner Cisco, Commissioner Horton, Commissioner Pardo and Commissioner Sanders

## 10. REPORT ITEMS

None.

## 11. PUBLIC HEARINGS

### \*11.1 PUBLIC HEARING - MEADOW CREEK TOWNHOMES - TENTATIVE MAP MAJOR - 533 BELLEVUE AVE - MAJ23-002

**BACKGROUND:** Meadow Creek Townhomes Development proposal consisting of 62 townhomes on a 4.78-acre parcel. The two-story townhomes would be clustered in 5 and 6-plexes throughout 12 separate buildings. Units are proposed with 3-bedrooms ranging from 1,500-1,800 square feet. CEQA Exempt Project

**RECOMMENDATION:** It is recommended by the Planning and Economic Development Department that the Planning Commission, by resolution, adopt a Tentative Map for Meadow Creek Townhomes, a 62-lot subdivision located at 533 Bellevue Avenue, Assessor Parcel No. 134-042-070.

Ex-Parte Disclosure: None.

City Planner Sachnoor Bisla presented.

Applicant representatives presented.

Applicant representatives responded to Commissioner inquiries.

Chair Weeks opened the public hearing at 4:56 p.m.

Erin Gomez spoke in opposition to the project.

Ross Hawes spoke regarding concerns with the project.

Janice Karrman provided comments regarding another project.

Chair Weeks closed the public hearing at 5:05 p.m.

Deputy Director of Transportation and Public Works Traffic Engineering Rob Sprinkle responded to Commissioner inquiries.

Deputy Director of Development Services for Planning and Economic Development Cleve Gurney responded to Commissioner inquiries.

Commissioners provided comments and feedback.

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

**RESOLUTION NO. PC-RES-2025-012 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA APPROVING THE MEADOW CREEK TOWNHOMES TENTATIVE MAP LOCATED AT 533 BELLEVUE AVENUE; ASSESSOR'S PARCEL NO. 134-042-070; FILE NUMBER MAJ23-002**

**Yes:** 7 - Chair Weeks, Vice Chair Duggan, Commissioner Carter, Commissioner Cisco, Commissioner Horton, Commissioner Pardo and Commissioner Sanders

## **12. ADJOURNMENT**

Chair Weeks adjourned the meeting at 5:19 p.m.

Approved on: August 14, 2025  
/S/ Madeline Brown, Recording Secretary