



# City of Santa Rosa

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

## Planning Commission Regular Meeting Minutes - Final

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Thursday, October 22, 2020

4:00 PM

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### 1. CALL TO ORDER

Chair Cisco called the meeting to order at 4:00 p.m.

### 2. ROLL CALL

**Present** 7 - Chair Patti Cisco, Vice Chair Karen Weeks, Commissioner Charles Carter, Commissioner Vicki Duggan, Commissioner Akash Kalia, Commissioner Jeff Okrepkie, and Commissioner Julian Peterson

### 3. APPROVAL OF MINUTES

3.1 October 8, 2020 - Draft Minutes

Approved as submitted.

### 4. PUBLIC COMMENTS

None.

### 5. PLANNING COMMISSIONERS' REPORT

None.

### 6. DEPARTMENT REPORTS

Bill Rose, Interim Deputy Director, and Andrew Trippel, Interim Supervising Planner, and Chair Cisco reported.

### 7. STATEMENTS OF ABSTENTION BY COMMISSIONERS

None.

### 8. STUDY SESSION

None.

### 9. CONSENT ITEMS

None.

## 10. PUBLIC HEARINGS

### Note

Chair Cisco re-ordered the agenda as follows:

#### 10.3 PUBLIC HEARING - DOWNTOWN STATION AREA SPECIFIC PLAN ZONING CODE AMENDMENTS - REZ20-008

**BACKGROUND:** The project includes Zoning Code Map and Text Amendments to implement the Downtown Station Area Specific Plan (DSASP). These Amendments include parcel specific rezonings of properties within the DSASP boundary, including the primary zoning district and applicable combining districts. Additional amendments to the Zoning Code text, to provide consistency with the DSASP, are also addressed and include, but are not limited to, the following: four new downtown zoning districts and associated permitted land uses, site and building design standards, parking, additions to the Historic combining district, modifications to the Landmark Alteration and Design Review processes, and additional or modified definitions and general site development requirements.

Project Planner: Amy Nicholson

ITEM CONTINUED TO A DATE CERTAIN: 11/2/2020

**A motion was made by Commissioner Okrepkie, seconded by Vice Chair Weeks, to continue the item to a date certain of November 2, 2020 at or after 5pm.**

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

**Yes:** 7 - Chair Cisco, Vice Chair Weeks, Commissioner Carter, Commissioner Duggan, Commissioner Kalia, Commissioner Okrepkie and Commissioner Peterson

#### 10.1 STARBUCKS RE-USE WITH DRIVE-THROUGH, EXEMPT PROJECT - CONDITIONAL USE PERMIT - 4620 HWY 12 - PRJ20-006

**BACKGROUND:** This is an application for a Zoning Text Amendment to amend PD 403 and amendment to an approved Conditional Use

Permit to allow the operation of a coffee shop with drive-through retail service with extended hours of operation at the former site of a US Bank with drive-through ATM service.

Project Planner: Conor McKay

Ex Parte Disclosures: None.

Project Planner Connor McKay presented and Staff responded to Commissioner inquiries.

An Applicant Representative presented and responded to Commissioner inquiries.

Chair Cisco opened and closed the Public Hearing at 4:31 p.m.

Staff responded to Commissioner inquiries.

**A motion was made by Commissioner Duggan, seconded by Commissioner Kalia, to waive reading of the text and adopt:**

**RESOLUTION NO. 12026 ENTITLED RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING TO THE CITY COUNCIL APPROVAL OF A ZONING CODE TEXT AMENDMENT TO PLANNED DEVELOPMENT (PD) NO. 403 (CITY ORDINANCE NO. 3442) TO SUPPORT THE OPERATION OF A COFFEE SHOP WITH ACCESSORY DRIVETHROUGH SERVICE AND EXTENDED HOURS OF OPERATION LOCATED AT 4620 HWY 12; FILE NUMBER PRJ20-006.**

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

**Yes:** 6 - Chair Cisco, Vice Chair Weeks, Commissioner Carter, Commissioner Duggan, Commissioner Kalia and Commissioner Okrepkie

**No:** 1 - Commissioner Peterson

**A motion was made by Commissioner Duggan, seconded by Commissioner Kalia, to waive reading of the text and adopt:**

**RESOLUTION NO. 12027 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA MAKING FINDINGS AND DETERMINATIONS AND APPROVING AN AMENDMENT TO AN APPROVED CONDITIONAL USE PERMIT (CUP) FOR THE OPERATION**

**OF A COFFEE SHOP WITH ACCESSORY DRIVE THROUGH SERVICE WITH EXTENDED HOURS OF OPERATION LOCATED AT 4620 HIGHWAY 12; FILE NUMBER PRJ20-006.**

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

**Yes:** 6 - Chair Cisco, Vice Chair Weeks, Commissioner Carter, Commissioner Duggan, Commissioner Kalia and Commissioner Okrepkie

**No:** 1 - Commissioner Peterson

**10.2 FIRE AND COVID RECOVERY ORDINANCE: EXTENSION AND MODIFICATIONS OF CITY CODE CHAPTER 20-16 RESILIENT CITY DEVELOPMENT MEASURES - REZ20-007**

**BACKGROUND:** The project includes extension and modification of the temporary Resilient City Development Measures to address continued fire recovery with additional measures addressing COVID-19 pandemic recovery. Specifically, this project expands opportunities for mobile food and street vending, expands opportunities for large family daycares and child care centers, extends time limits for temporary uses, consolidates and streamlines review processes for certain land use entitlements, provides flexibility for nonconforming uses, and includes additional minor amendments for clarifications and technical corrections.

Project Planner: Shari Meads

Project Planner Shari Meads Presented and responded to Commissioner inquiries.

Chair Cisco opened and closed the Public Hearing at 5:08 p.m.

Commissioners discussed the project.

**A motion was made by Commissioner Kalia, seconded by Vice Chair Weeks, to waive reading of the text and adopt as amended:**

**RESOLUTION12028 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING TO THE CITY COUNCIL ADOPTION OF ZONING CODE AMENDMENTS TO TITLE 20 OF THE SANTA ROSA CITY CODE TO EXTEND AND MODIFY**

**CHAPTER 20-16, RESILIENT CITY DEVELOPMENT MEASURES, FILE  
NUMBER REZ20-00.**

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

**Yes:** 7 - Chair Cisco, Vice Chair Weeks, Commissioner Carter,  
Commissioner Duggan, Commissioner Kalia, Commissioner  
Okrepkie and Commissioner Peterson

**11. ADJOURNMENT**

Chair Cisco adjourned the meeting at 5:24 p.m.

**Approved on: November 2, 2020**

**S/ Mike Maloney, Recording Secretary**