



City of Santa Rosa

Virtual Meeting - See Agenda
for Participation

ZONING ADMINISTRATOR REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL SEPTEMBER 1, 2022

**PURSUANT TO GOVERNMENT CODE SECTION 54953(e) AND THE
RECOMMENDATION OF THE HEALTH OFFICER OF THE COUNTY OF
SONOMA, THE ZONING ADMINISTRATOR WILL BE PARTICIPATING IN
THIS MEETING VIA ZOOM WEBINAR.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE VIRTUALLY AT
WWW.ZOOM.US/JOIN OR BY TOLL FREE TELEPHONE (877) 853-5257;
USING MEETING ID: 885 3561 7314.**

**PUBLIC ACCESSING THE MEETING THROUGH ZOOM CAN PROVIDE
COMMENTS DURING THE PUBLIC COMMENT PERIODS. ADDITIONAL
INFORMATION RELATED TO MEETING PARTICIPATION IS AVAILABLE
AT [HTTPS://SRCITY.ORG/ZONINGADMIN](https://srcity.org/zoningadmin)**

**THE MEETING WILL BE LIVE-STREAMED AT
[HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

10:30 A.M. - REGULAR SESSION (VIRTUAL MEETING)

- 1. CALL TO ORDER**
- 2. 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 public may comment on agenda items when the item is called. Each speaker is allowed three minutes.

- 3. ZONING ADMINISTRATOR BUSINESS**

3.1 STATEMENT OF PURPOSE

The Zoning Administrator is appointed by the Planning and Economic Development Director and has the responsibility and authority to conduct public hearings and to take action on applications for all administrative

permits and approvals issued by the Department. A determination or decision by the Zoning Administrator may be appealed to the Design Review Board, Cultural Heritage Board, Planning Commission, or City Council as applicable to the decision.

3.2 ZONING ADMINISTRATOR REPORTS

4. CONSENT ITEM(S)

5. SCHEDULED ITEM(S)

5.1 PUBLIC HEARING - HILLSIDE DEVELOPMENT PERMIT - 2808 CANYONSIDE DR

BACKGROUND: Minor Hillside Development permit to develop a garage with an attached accessory dwelling unit (ADU). Garage area is 1,388 sf and ADU area is 1,118 sf. The ADU is exempt from the Hillside Development Review pursuant to State law. File No. HDP19-019

Project Planner: Monet Sheikhal

Attachments: [Attachment 1 - Project Plans](#)
[Presentation](#)
[Resolution](#)

5.2 PUBLIC MEETING - DESIGN REVIEW - 930 FRESNO AVE

BACKGROUND: The Cherry Ranch Subdivision project proposes to construct 67 single-family dwellings - 62 single-family attached (duplex) dwellings and five single-family detached dwellings - in a small lot subdivision proposed to be located at a currently undeveloped parcel. The proposed project requires the adoption of an Addendum to the Southwest Area Projects Subsequent Environmental Impact Report, approval of a Minor Conditional Use Permit for the construction of a small lot subdivision, approval of a Tentative Map for the creation of 67 lots to accommodate residential development, and Minor Design Review for the construction of multi-family residential development. On June 9th, 2022, the Planning Commission adopted the Addendum, approved a Conditional Use Permit for small lot subdivision, and

approved a Tentative Map to subdivide an undeveloped parcel into 67 new lots. The review authority for Design Review is reduced to the Zoning Administrator pursuant to Zoning Code Section 20-16.070. File No. PRJ20-018 (DR20-060)

Project Planner: Conor McKay

Attachments: [Attachment 1 - Disclosure Form](#)
[Attachment 2 - Neighborhood Context Map](#)
[Attachment 3 - Site Analysis Map](#)
[Attachment 4 - Project Summary](#)
[Attachment 5 - Tentative Map](#)
[Attachment 6 - Site Development Plan](#)
[Attachment 7 - Architectural Plans](#)
[Attachment 8 - Landscape and Irrigation Plans](#)
[Attachment 9 -Photometric Analysis](#)
[Attachment 10 - Public Correspondence](#)
[Attachment 11 - Southwest Area Projects Subsequent EIR](#)
[Attachment 12 - Resolution PC-2022-010 - Addendum and](#)
[Attachment 13 - PC-2022-011 - Conditional Use Permit](#)
[Attachment 14 - Resolution PC-2022-012 - Tentative Map](#)
[Presentation](#)
[Resolution](#)
[Resolution - revised as of 8/30/22](#)

**5.3 PUBLIC MEETING - MINOR CONDITIONAL USE PERMIT - 505
SANTA ROSA AVE**

BACKGROUND: A Minor Conditional Use Permit to allow Mobile Food Vending (El Roy's Express Mex Inc.) with proposed hours of operation from 10 am - 12 am, daily. File No. CUP22-027

Project Planner: Mike Wixon

Attachments: [Attachment 1 - Project Plans](#)
[Attachment 2 - Project Description](#)
[Attachment 3 - Public Correspondence](#)
[Attachment 4 - Revised Project Description as of 8/30/22](#)
[Late Public Correspondence 8/30/22](#)
[Late Public Correspondence 8/31/22](#)
[Presentation](#)
[Resolution](#)

5.4 PUBLIC MEETING - MINOR CONDITIONAL USE PERMIT - 1124 SEBASTOPOL RD

BACKGROUND: A Minor Conditional Use Permit to allow a mobile food vendor (El Milagro Food Truck) to operate at 1124 Sebastopol Road, Santa Rosa. Proposed hours of operation are 5pm-11pm daily. The application has been filed by Daniel Pedraza Ferreira. File No. CUP22-026

Project Planner: Mike Wixon

Attachments: [Attachment 1 - Project Plans](#)
[Attachment 2 - Public Correspondence](#)
[Presentation](#)
[Resolution](#)

6. 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 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 707-543-3226 (TTY Relay at 711). Requests should be submitted as far in advance as possible, but no later than two business days before the scheduled meeting.

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.