



City of Santa Rosa

637 1st St, Large
Conference Room
Santa Rosa, CA 95404

Zoning Administrator Regular Meeting Minutes - Final

Thursday, October 2, 2025

10:30 AM

1. CALL TO ORDER

Zoning Administrator McKay called the meeting to order at 10:30 a.m.

2. APPROVAL OF MINUTES

2.1 Draft ZA-Minutes-2025-09-18

ZA McKay approved the draft minutes as submitted.

3. PUBLIC COMMENT

Janice Karrman spoke about the people and developers in the area.

4. ZONING ADMINISTRATOR BUSINESS

4.1 STATEMENT OF PURPOSE

ZA McKay read aloud the Statement of Purpose.

4.2 ZONING ADMINISTRATOR REPORTS

None.

5. CONSENT ITEM(S)

None.

6. SCHEDULED ITEM(S)

6.1 PUBLIC MEETING - 425 HUMBOLDT APARTMENT PROJECT

BACKGROUND: The applicant is requesting to modify the approved construction hours for a seven-story building that will feature 299 residential units. The current construction hours are from 8:00 A.M. to 6:00 P.M. on weekdays (Monday through Friday) and from 9:00 A.M. to 6:00 P.M. on Sundays. The applicant proposes to change these hours to 7:00 A.M. to 7:00 P.M. on weekdays and to 8:00 A.M. to 6:00 P.M. on Sundays. The application has been filed by Tom Robertson. File No.

PLN25-0395

THE APPLICATION FOR THIS ITEM HAS BEEN WITHDRAWN.

The application for this item has been withdrawn. There will be no further updates unless and until a new application is submitted.

6.2 PUBLIC MEETING - MINOR DESIGN REVIEW FOR A STEEL FENCE AND GATES AT 533 MENDOCINO AVE, SANTA ROSA, CA; FILE NO. PLN25-0242

BACKGROUND: This is a proposal for construction of a new 6-foot-tall steel parameter fence, a 6-foot-tall rolling gate at the rear of the subject property and 7-foot-tall entry gates. 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, by resolution, approve a Minor Design Review Permit to allow construction of a 6-foot-tall steel fence and rolling gate, as well as a 7-foot-tall entry gate, at 533 Mendocino Avenue.

Planner Sheikhal presented.

Applicant representative presented.

Janice Karrman spoke in favor of the project.

ZONING ADMINISTRATOR MCKAY APPROVED RESOLUTION NO. ZA-RES-2025-045, ENTITLED:

"RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING MINOR DESIGN REVIEW FOR A 6-FOOT-TALL STEEL BOUNDARY FENCE AND ROLLING GATE, AND 7-FOOT-TALL ENTRY GATES, FOR THE PROPERTY LOCATED AT 533 MENDOCINO AVENUE, SANTA ROSA, APN: 010-035-007, FILE NO. PLN25-0242"

7. ADJOURNMENT

ZA McKay adjourned the meeting at 10:42 a.m.

Approved on: 11/20/2025

/S/ Mark Kolarik, Recording Secretary