



# City of Santa Rosa

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

## Zoning Administrator Regular Meeting Minutes - Draft

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Thursday, October 17, 2024

10:30 AM

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### 1. CALL TO ORDER

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

### 2. APPROVAL OF MINUTES

#### 2.1 October 3, 2024 - Draft Minutes

There was no public comment on the October 3, 2024 Draft Minutes.

### 3. PUBLIC COMMENT

There was no public comment on non-agenda items.

### 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 - MINOR DESIGN REVIEW FOR MONTECITO BOULEVARD TOWNHOMES, LOCATED AT 6521 MONTECITO BLVD, FILE NO. DR23-042

BACKGROUND: Request for Minor Design Review to evaluate the design of eight (8) new single-family attached dwellings (townhomes). The Final Map for the Montecito Boulevard Townhomes was recorded on November 7, 2023, after approval by the Planning Commission. The

project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Kristinae Toomians, Senior Planner

RECOMMENDATION: Approval

Planner Toomians presented.

Staff responded to Zoning Administrator inquiries.

ZA McKay put the meeting into recess for 5 minutes, at 10:43 a.m.

ZA McKay resumed the meeting at 10:48 a.m.

The public comment period was opened and closed at 10:51 a.m.

**ZONING ADMINISTRATOR MCKAY APPROVED RESOLUTION ZA-2024-035  
WITH ADDED CONDITIONS, ENTITLED:**

**"RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA  
ROSA APPROVING MINOR DESIGN REVIEW FOR THE MONTECITO  
BOULEVARD TOWNHOMES FOR THE PROPERTY LOCATED AT 6521,  
6523, 6525, 6527, 6529, 6531, 6533, 6535 MONTECITO BOULEVARD SANTA  
ROSA, APN: 182-120-052, FILE NO. DR23-042"**

## **7. ADJOURNMENT**

**ZA McKay adjourned the meeting at 10:52 a.m.**