



# City of Santa Rosa

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

## Planning Commission Regular Meeting Minutes - Draft

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Thursday, February 25, 2021

4:00 PM

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### 1. CALL TO ORDER

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

### 2. ROLL CALL

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

### 3. APPROVAL OF MINUTES

3.1 January 14, 2021 - Draft Minutes.

Approved as submitted.

### 4. PUBLIC COMMENTS

None.

### 5. PLANNING COMMISSIONERS' REPORT

Chair Weeks acknowledged the previous Planning Commission Chair, Patti Cisco, for her dedication and volunteer service to the City of Santa Rosa.

Chair Weeks announced Commissioner Kalia would be the Planning Commission representative for the Subdivision Committee, and Commissioner Carter would be the Planning Commission representative to the Waterways Advisory Committee.

5.1 New Commissioner Introduction.

Commissioner Holton spoke.

5.2 Vice Chair Election.

**A motion was made by Commissioner Kalia, seconded by Commissioner Carter, nominating Commissioner Peterson for Vice Chair.**

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

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

**6. DEPARTMENT REPORTS**

Interim Deputy Director Rose reported.

**7. STATEMENTS OF ABSTENTION BY COMMISSIONERS**

None.

**8. STUDY SESSION**

None.

**9. CONSENT ITEMS**

Deputy Director Rose announced the Consent Agenda.

- 9.1** RESOLUTION - RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA AMENDING THE PLANNING COMMISSION RULES AND REGULATIONS MODIFYING SECTIONS I. AUTHORITY, II. ORGANIZATION, III. EXECUTIVE SECRETARY, VI. MEETINGS, AND VII. QUORUM

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Planning Commission, by resolution, approve the Resolution to amend the Planning Commission Rules and Regulations.

**A motion was made by Commissioner Kalia, seconded by Commissioner Carter, to waive reading of the text and adopt the Consent Agenda.**

**Item 9.1 - Resolution No. 12047**

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

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

**10. AGENDA ITEMS**

- 10.1\*** REPORT ITEM - 1900 BRUSH CREEK APPEAL - STUDY FILE - 1900

BRUSH CREEK RD - ST20-003

BACKGROUND: Appeal of Planning Director determinations concerning the proposed project's compliance with the subject parcel's Final Map and required building setbacks, and compliance with the City's Tree Ordinance tree removal requirements made during Planning review of Building Permit application B20-6871.

PRESENTING PLANNER: Andrew Trippel.

Ex Parte Disclosures: None.

Staff requested continuing Item 10.1 to a date certain of March 11, 2021, with out precluding additional submittals of information.

Chair Weeks allowed the Applicant and Appellant representatives to speak for three minutes each regarding the Continuance recommendation.

Staff responded to Commissioner inquiries.

**A motion was made by Commissioner Holton, seconded by Commissioner Duggan, to continue the item to a date certain of March 11, 2021.**

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

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

**10.2\*** PUBLIC HEARING - CONDITIONAL USE PERMIT, ALTERNATIVES EAST, 2300 BETHARDS DRIVE, SUITE A, CITY FILE NO. PRJ19-047

BACKGROUND: Operate a 2,550-square foot Cannabis Retail facility, providing medical and adult use projects, with delivery service, at 2300 Bethards Drive, Suite A.

PRESENTING PLANNER: Adam Ross.

Ex Parte Disclosures: None.

Staff requested continuing Item 10.2 to a date certain of March 25,

2021.

**A motion was made by Commissioner Okrepkie, seconded by Commissioner Carter, to continue the item to a date certain of March 25, 2021.**

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

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

**10.3\*** PUBLIC HEARING - MANIFEST VENTURE, CONDITIONAL USE PERMIT - 2489 GUERNEVILLE RD - CUP20-008

BACKGROUND: Major Conditional Use Permit to allow a Cannabis Retail Dispensary and Delivery business within an approximately 1,554-square-foot tenant space of an existing 2,754-square-foot building.

PROJECT PLANNER: Kristinae Toomians

Ex Parte Disclosures: None.

Staff and Applicant representatives presented and responded to Commissioner inquiries.

Chair Weeks opened the Public Hearing at 5:04 p.m.

Elizabeth Cozine spoke in opposition to the project.

Jesse Schwartz spoke in support of the project.

Justin Newcraft spoke in support of the project.

Marcos Suarez spoke in support of the project.

Ann Egre spoke in opposition to the project.

Roger Neilson spoke in support of the project.

Chair Weeks closed the Public Hearing at 5:19 p.m.

Staff and Applicant representatives responded to Public Comments and Commissioner inquiries.

Commissioners discussed the project.

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

**RESOLUTION NO.12048 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA APPROVING A CONDITIONAL USE PERMIT FOR MANIFEST VENTURE TO OPERATE A CANNABIS RETAIL (DISPENSARY) AND DELIVERY BUSINESS WITHIN A 1,554 SQUARE-FOOT TENANT SPACE, LOCATED AT 2489 GUERNEVILLE ROAD; ASSESSOR'S PARCEL NO. 034-131-005; FILE NO. CUP20-008.**

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

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

## **11. ADJOURNMENT**

Chair Weeks adjourned the meeting at 5:32 p.m. to the next regularly scheduled meeting of March 11, 2021.