

RESOLUTION NO. INSERT ZA RESO NO.

**RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA
APPROVING A MINOR HILLSIDE DEVELOPMENT PERMIT FOR THE PROPERTY
LOCATED AT 3911 FLINTRIDGE DRIVE, SANTA ROSA, APN: 173-760-031, FILE NO.
PLN25-0282**

WHEREAS, the Santa Rosa Zoning Administrator has completed review of the Minor Hillside Development Permit application to allow the proposed single-family dwelling with accessory dwelling unit (ADU); and

WHEREAS, the Minor Hillside Development Permit approval to allow the proposed project is based on the project description and official approved exhibit dated September 29, 2025; and

WHEREAS, the matter has been properly noticed as required by Section 20-32.060.E.2.a and no request for a public hearing has been received;

NOW, THEREFORE, BE IT RESOLVED that in accordance with Section 20-32.060.F, the Zoning Administrator of the City of Santa Rosa finds and determines that:

1. Site planning minimizes the visual prominence of the hillside development by taking advantage of existing site features for screening including tree clusters, depressions in topography, setback hillside plateau areas, and other natural features in that the proposed single-family dwelling is situated on the flattest part of the parcel, existing native trees outside the project footprint will be preserved, and additional trees and shrubs will be planted to further screen the home;
2. Site development minimizes alteration of topography, drainage patterns, and vegetation on land with slopes of 10 percent or more in that the majority of the project footprint is located on land with slopes under 10 percent;
3. Site development does not alter slopes of 25 percent or more except in compliance with Section 20-32.020.B (Applicability-Limitation on hillside development) in that the development site completely avoids slopes of 25 percent or greater. The project plans have been reviewed by City staff, and the project has been conditioned appropriately;
4. Project grading respects natural features and visually blends with adjacent properties in that only minimal grading is proposed, the graded areas will follow the site's natural contours, and existing native vegetation will be retained;
5. Building pad location, design, and construction avoids large areas of flat pads and building forms will be stepped to conform to site topography in that the footprint of the proposed single-family dwelling is designed to follow the contours of the hillside, and the location minimizes the expansion of flat area;

6. The proposed project complies with the City's Design Guidelines in that the proposed single-family dwelling location and design is sensitive to site features, existing oak trees along the ridgeline help screen views from below, additional landscaping will increase this screening, and the darker roof, fascia, and window colors blend with the natural surroundings;
7. The proposed project complies with the requirements of this Chapter and all other applicable provision of this Zoning Code in that the proposed single-family dwelling is permitted by the implementing Policy Statement for PD 72-001F Zoning District and has been reviewed by City staff for compliance with the Zoning Code;
8. The proposed project is consistent the General Plan in that the applicable Planned Development residential zoning and the proposed use are consistent with the Very Low Density Residential General Plan land use designation, which is intended primarily for single-family rural and hillside development. The site is not located within a Specific Plan area;
9. The establishment, maintenance, or operation of the use will not under the circumstances of the particular case be detrimental to the public health, safety, or general welfare in that consistent the General Plan in that the applicable Planned Development residential zoning and the proposed use are consistent with the Very Low Density Residential General Plan land use designation, which is intended primarily for single-family rural and hillside development. The site is not located within a Specific Plan area
10. The proposed project has been reviewed in compliance with the California Environmental Quality Act (CEQA):
 - It is categorically exempt under Section 15303 because it involves the construction of a single-family residence in a residential zone.
 - It is statutorily exempt under CEQA Guidelines Section 15183 because it is consistent with the General Plan. The General Plan land use designation is Very Low-Density Residential, which is intended for single-family residential development in rural and hillside areas within the Urban Growth Boundary.

This entitlement would not be granted but for the applicability and validity of each and every one of the below conditions and that if any one or more of the below conditions is invalid, this entitlement would not have been granted without requiring other valid conditions for achieving the purposes and intent of such approval. The approval of the project is contingent upon compliance with all the conditions listed below. Use shall not commence until all conditions of approval have been complied with. Additional permits and fees are/may be required. **It is the responsibility of the applicant to pursue and demonstrate compliance.**

Conditions of Approval

1. Comply with all applicable federal, state, and local codes. Failure to comply may result in issuance of a citation and/or revocation of approval.

2. Comply with the latest adopted ordinances, resolutions, policies, and fees adopted by the City Council at the time of building permit review and approval.
3. Comply with all conditions of approval as set forth in Engineering Development Services Exhibit “A,” dated November 12, 2025, attached hereto and incorporated herein.
4. Per Policy Statement PD 72-001F, construction hours shall be limited to Monday through Saturday between the hours of 7:00 a.m. to 7:00 p.m.
5. Grading on slopes over 10% in slope is not allowed from October 1 through April 30 (Local MS4 permit, page 36).
6. Ensure at least one bathroom and one bedroom on the first floor have doors that provide 32” clear (to all the necessary facilities...water closet, shower/bath, etc.) (CRC R327)
7. Shower heads are not permitted to spray towards the shower entrance, typical, and the shower controls must be accessible without the need to step into the shower spray (most of the showers do not appear to comply) (CPC 408.9) Shower control valves and shower heads must be arranged so that the shower head does not discharge directly at the entrance to the compartment and the bather can adjust the valves prior to stepping into the shower spray. Specify shower head location on the plans. (CPC 408.9)

This Minor Hillside Development Permit is hereby approved on December 4, 2025. If conditions have not been met or if work has not commenced within 24 months from the approval date, this approval shall automatically expire and be invalid unless an application for extension is filed prior to expiration. This approval is subject to appeal within ten calendar days from the date of approval.

APPROVED: _____
CONOR MCKAY, ZONING ADMINISTRATOR

Attachment 1 – Engineering Development Services Exhibit “A,” dated November 12, 2025

**DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT
ENGINEERING DEVELOPMENT SERVICES**

**EXHIBIT "A"
NOVEMBER 12, 2025**

**Danoff Residence
3911 Flintridge Drive
PLN25-0282
(Hillside Development)**

I. Applicant's engineer shall obtain the current City Design and Construction Standards and the Engineering Division of the Planning & Economic Development Department's Standard Conditions of Approval dated August 27, 2008 and comply with all requirements therein unless specifically waived or altered by written variance by the City Engineer.

II. The approval of this project shall be subject to the latest adopted ordinances, resolutions, policies, and fees adopted by the City Council at the time of the building permit review and approval. Per City Code Section 18-12.015 (C), all residential additions are subject to public improvement requirements when the value of any proposed building or site improvement exceeds \$100,000.00. A formal review of the valuation will commence during review of the building permit application. If the valuation is determined to be above the \$100,000 threshold, the project may be required to install or modify public improvements such as sidewalks, curb and gutter, pedestrian ramps, driveway approaches, planter strips and bike lanes. Additional right-of-way and easement dedications may also be required to support the current or future expansion of the roadway in order to meet adopted City Standards, General Plan requirements or area specific plans. Contact the Engineering Division of the Planning and Economic Development Department at 707-543-3200 to discuss specific requirements.

III. In addition, the following summary constitutes the recommended conditions of approval on the subject application/development based on the plans stamped received July 16, 2025.

PUBLIC STREET IMPROVEMENTS

1. An encroachment permit shall be obtained from the Planning and Economic Development Department Prior to performing any work within or adjacent to the public right-of-way. Any improvements proposed or required, within the public right shall be reviewed and approved with the Encroachment Permit application. Only Construction plans submitted with the Encroachment Permit Application are final plans and shall be approved for construction. Contact Engineering Development Services at 543-3200, located at 100 Santa Rosa Avenue, Room 5, as soon as possible to begin Encroachment Permit application processing. Encroachment Permit application processing may take 4-6 weeks. Submit plans showing all work in the public right of way, or in public easements, including all work on public utilities (water meter boxes, sewer lateral cleanouts, backflow devices, etc.).

STORM WATER COMPLIANCE

2. Note on the plans submitted with the building permit application that "no debris, soil, silt, bark, slash, sawdust, rubbish, cement or concrete washings, oil or petroleum products, or other

organic or earthen material from any construction or associated activity of whatever nature, shall be allowed to enter into or be placed where it may be washed by rainfall into the storm drain system. When operations are complete, any excess material or debris shall be removed from the work area.”

3. As applicable, the developer’s engineer shall comply with all requirements of the latest edition of the Regional Storm Water Low Impact Development (LID) Technical Design Manual.

4. The City’s National Pollutant Discharge Elimination System (NPDES) Permit and Waste Discharge Requirements for Discharges from the Municipal Separate Storm Sewer Systems Order No. R1-2015-0030 NPDES No. CA0025054 (MS4 Permit) §V.C.1.g states, “Carry out all inspections, surveillance and monitoring procedures necessary to determine compliance and non-compliance with permit conditions...” (p. 13). Because of this, the Drainage and LID Submittal Guidance Letter dated September 25, 2024, has clarified that “LID proposed in backyard for MS4 Permit compliance is strongly discouraged within the City of Santa Rosa’s jurisdictional authority. LID in backyards shall only be accepted with a variance from the City Engineer and must be conditioned to grant an easement for access and inspection by City staff upon no less than 24-hour notice to the property owner and occupant” (p. 8). The Project shall either successfully obtain a variance from the City and legally grant an access easement to the City for inspection of LID features where they cannot be visually inspected from the public right-of-way or redesign the LID to be located where City staff can visually inspect the features from the public right-of-way..

GRADING

5. All drainage flows from improved areas and roof drainage leaders shall be directed to existing onsite drainage features. No concentrated flows outside of existing approved onsite drainage features will be allowed to cross property lines (California Plumbing Code 2025 §1101.2). All surface drainage from unimproved slopes shall reflect predevelopment conditions and sheet flow across property lines. Drainage plans shall be reviewed and approved under the building permit application.

BUILDING

6. Obtain building permits for the proposed project.

WATER AND WASTEWATER

7. If the proposed project includes the development of additional residential units such as an Accessory Dwelling Unit (ADU), additional water and sewer connection, processing and meter fees may be required and shall be determined during review of the building permit application. The applicant may contact the Water Engineering Services division at watereng@srcity.org to obtain a preliminary fee calculation. The fees referenced above do not apply to residential structures that are being rebuilt due to a natural disaster unless the previous units were served from a private well and septic system and the requested City connections are new.

8. The water lateral and water meter providing service to the parcel must be sized to support any additional water demand created by the project. If the proposed project requires the installation of an automatic fire sprinkler system, the existing water service

and water meter may need to be upsized. The water service and meter size shall be determined based on flow calculations submitted with the building permit application.

9. If the project is proposing the installation of new plumbing fixtures and the extension of the onsite sewer system cannot meet minimum slope requirements, the project shall incorporate an onsite private sewer lift pump system. Properties with sewage lift pumps are required to discharge to a City Standard 513 for one-way lateral clean out, and City Standard 515 Discharge for Private Force Main.

10. A sewer cleanout per City Standard 513/513A shall be installed on the existing sewer lateral if one does not already exist. The location of the cleanout must be shown on the utility plan submitted with the building permit application. The type of cleanout and the placement shall be based on the depth of the existing lateral. The installation of the clean-out must be performed under an encroachment permit.

11. Water meters shall be installed per the published design and construction standards in effect at the time of building permit submittal. If the project is proposing an ADU of 750 square feet or greater, a separate domestic water meter shall be installed. Metering configurations will be reviewed under the building permit application.

12. The water services shall be protected with a double check valve backflow device per City Standard 874 if the project is required to install an automatic fire sprinkler system or if a booster pump and tank are incorporated into the project to increase water pressure. If a sewer ejector pump is required, a reduced-pressure backflow device per City Standard 876 shall be installed.

13. If the project proposes the addition or modification of landscaping, landscape and irrigation plans in conformance with the Water Efficient Landscape Ordinance adopted by the Santa Rosa City Council, Resolution No. 4028, on October 27, 2015, shall be submitted with the building permit application.

Flannery Banks 11/12/2025
FLANNERY BANKS, SUPERVISING ENGINEER, EDS