



City of Santa Rosa

City Hall, Council
Chamber,
100 Santa Rosa Avenue
Santa Rosa, CA 95404

Zoning Administrator Regular Meeting Minutes - Final

Thursday, February 12, 2026

10:30 AM

1. CALL TO ORDER

Zoning Administrator McKay called the meeting to order at 10:31 a.m.

2. APPROVAL OF MINUTES

2.1 Draft January 15, 2026 Minutes

Approved as submitted.

There were no public comments.

3. PUBLIC COMMENT

There were no public comments.

4. ZONING ADMINISTRATOR BUSINESS

4.1 STATEMENT OF PURPOSE

Zoning Administrator read aloud the Statement of Purpose.

4.2 ZONING ADMINISTRATOR REPORTS

Zoning Administrator reported out.

5. CONSENT ITEM(S)

None.

6. SCHEDULED ITEMS

6.1 PUBLIC HEARING - MINOR DESIGN REVIEW FOR THE SANTA ROSA MALL'S FRONTAGE IMPROVEMENTS AT 1071 SANTA ROSA PLAZA, FILE NO. DR23-019

BACKGROUND: The project proposes various frontage improvements, including the creation of a new drive lane with ten (10) new vehicle parking spaces along B Street. The project is exempt from the California

Environmental Quality Act (CEQA).

PROJECT PLANNER: Suzanne Hartman

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Zoning Administrator approve a Minor Design Review Permit, by resolution, to allow various frontage improvements at 1071 Santa Rosa Plaza

Project Planner Hartman presented.

Applicant representative presented.

Zoning Administrator opened the Public Hearing at 10:46 a.m.

Member of the public spoke in opposition to the project.

Janice Karrman spoke on the project and bicycle safety.

Michelle spoke in opposition of the project.

Zoning Administrator closed the Public Hearing at 10:55 a.m.

Staff and Applicant representatives responded to Zoning Administrator questions.

**ZONING ADMINISTRATOR MCKAY APPROVED, AS AMENDED,
RESOLUTION NO. ZA-RES-2026-005 ENTITLED:**

RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING MINOR DESIGN REVIEW FOR THE DRIVE LANE AND PARKING SPACES FOR THE SANTA ROSA PLAZA, LOCATED AT 1071 SANTA ROSA PLAZA, SANTA ROSA, APN: 010-660-001, FILE NO. DR23-019

6.2 PUBLIC MEETING - STARK FENCE REPLACEMENT - CONDITIONAL USE PERMIT - 2233 GROSSE AVE - CUP17-030

BACKGROUND: Minor Conditional Use Permit to legalize a wood fence replacement, ranging in height from 8' to 8'5". CEQA Exempt Project

PROJECT PLANNER: Sachnoor Bisla

RECOMMENDATION: It is recommended by the Zoning Administrator that the Planning Commission, by resolution, approve a Minor Conditional Use Permit to legalize the Stark Fence Replacement, located at 2233 Grosse Avenue. File No. CUP17-030

Project Planner Bisla presented.

Zoning Administrator opened public comment.

Janice Karrman spoke in support of the project.

Applicant spoke on project.

Zoning Administrator closed public comment.

Staff responded to Zoning Administrator questions.

ZONING ADMINISTRATOR MCKAY APPROVED RESOLUTION NO. ZA-RES-2026-006 ENTITLED:

RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING A RESIDENTIAL FENCE MINOR CONDITIONAL USE PERMIT TO LEGALIZE A WOOD FENCE REPLACEMENT, RANGING IN HEIGHT FROM 8 FEET TO 8 FEET 5 INCHES, FOR THE PROPERTY LOCATED AT 2233 GROSSE AVENUE SANTA ROSA, APN: 181-240-076, FILE NO. CUP17-030

6.3 PUBLIC MEETING - RESIDENTIAL FENCE - CONDITIONAL USE PERMIT - 801 7TH ST - CUP25- 004

BACKGROUND: Legalize a 7' fence (6' solid and 1' lattice) located within the exterior side yard setback along the sidewalk on Orchard St. This project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Jandon Briscoe

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Zoning Administrator approve a resolution for a minor Conditional Use Permit to legalize a 7-foot fence along Orchard Street.

Project Planner Briscoe presented.

Zoning Administrator opened public comment.

Janice Karrman spoke in support of the project.

Zoning Administrator closed public comment.

ZONING ADMINISTRATOR MCKAY APPROVED RESOLUTION NO. ZA-RES-2026-007 ENTITLED:

RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING A RESIDENTIAL FENCE MINOR CONDITIONAL USE PERMIT FOR THE BACKYARD AND SIDE YARD REDWOOD FENCE FOR THE PROPERTY LOCATED AT 801 7TH STREET SANTA ROSA, APN: 009-051-010, FILE NO. CUP25-004

7. ADJOURNMENT

Zoning Administrator adjourned the meeting at 11:29 a.m.

Approved on: February 26, 2026

S/ Madeline Brown, Recording Secretary