



City of Santa Rosa

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

ZONING ADMINISTRATOR SPECIAL MEETING NOTICE AND AGENDA SEPTEMBER 3, 2025

5:00 P.M. - SPECIAL SESSION

**ALL PUBLIC COMMENTS WILL BE PROVIDED IN PERSON OR VIA EMAIL
IN ADVANCE OF THE MEETINGS.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY
ATTENDING IN-PERSON FROM THE LARGE CONFERENCE ROOM,
FIRST FLOOR, LOCATED AT 637 FIRST ST., SANTA ROSA.**

**Public Comment may be made live, in-person, during the meeting in the
Large Conference Room at 637 1st Street or submitted in advance via
email at Planning@srcity.org by 5:00 pm the Tuesday before the Zoning
Administrator Meeting. Any written correspondence will be included in
the agenda before the meeting begins.**

**THE PUBLIC CAN ALSO VIEW OR LISTEN TO THE MEETING LIVE VIA
ZOOM BY VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/81252770461](https://srcity-org.zoom.us/j/81252770461), OR
BY DIALING 877-853-5257 AND ENTERING WEBINAR ID: 812 5277 0461.**

5:00 P.M.

- 1. CALL TO ORDER**
- 2. ZONING ADMINISTRATOR BUSINESS**

2.1 STATEMENT OF PURPOSE

The Zoning Administrator is appointed by the Director of the Planning and Economic Development Department and has the responsibility and authority to conduct public meetings and hearings, and to act on applications for minor or reduced review authority projects or entitlements (land use permits). A determination or decision by the Zoning Administrator may be appealed to the appeal body, including the Design Review and Preservation Board, Planning Commission, or City Council, as applicable to the decision.

3. SCHEDULED ITEM(S)

3.1 PUBLIC HEARING - MEADOW CREEK TOWNHOMES - DESIGN REVIEW - 533 BELLEVUE AVE - DR23-010

BACKGROUND: Design Review for Meadow Creek Townhomes Development proposal consisting of 62 townhomes on a 4.78-acre parcel. The two-story townhomes would be clustered in 5 and 6-plexes throughout 12 separate buildings. Units are proposed with 3-bedrooms ranging from 1,500-1,800 square feet. CEQA Exempt Project

PROJECT PLANNER: Sachnoor Bisla, City Planner

RECOMMENDATION: The Planning and Economic Development Department recommends that the Zoning Administrator, by resolution, approve Design Review for the Meadowcreek Townhomes project, a 62-unit residential subdivision located at 533 Bellevue Avenue (Assessor's Parcel Numbers 134-042-070).

Attachments: [Attachment 1 - Disclosure Form](#)
[Attachment 2 - Neighborhood Context Map](#)
[Attachment 3 - Project Narrative](#)
[Attachment 4 - TM, Prelim Site, Grading, Drainage, Utility F](#)
[Attachment 5 - Elevations and Floor Plans](#)
[Attachment 6 - Conceptual Landscape Plan](#)
[Attachment 7 - Design Variation Plan](#)
[Attachment 8 - Consistency Analysis Checklist Specific Pla](#)
[Attachment 9 - Traffic Impact Study](#)
[Attachment 10 - Environmental Site Assessment](#)
[Attachment 11 - Arborist Letter and Tree Data](#)
[Attachment 12 - Planning Commission Staff Report 7-24-25](#)
[Attachment 13 - Resolution PC-RES-2025-012](#)
[Public Correspondence](#)
[Resolution](#)
[Presentation](#)

Zoning Administrator

SEPTEMBER 3, 2025

4. ADJOURNMENT

In compliance with Zoning Code Section 20-62, the decision of the Zoning Administrator is final unless an appeal is filed on a City Appeal Form (<https://srcity.org/DocumentCenter/Index/173>) and associated fees, as noted on the City's Fee Schedule (<https://srcity.org/DocumentCenter/View/16129/Planning--Economic-Development-Department-Fee-Schedule?bidId=>) , are paid within 10 calendar days of the action. The time limit will extend to the following business day where the last day falls on a day that the City is not open for business.

The City of Santa Rosa does not discriminate against individuals with disabilities in its employment, services, benefits, facilities, programs, or activities. Requests for accommodations, auxiliary aids, or services necessary to participate in a City program, service, or activity, including printed information in alternate formats, are available by contacting the Recording Secretary at 707-543-4663 (TTY Relay at 711). Requests should be submitted as far in advance as possible, but no later than two business days before the scheduled meeting.

Any writings or documents provided to the Zoning Administrator prior to this meeting regarding any item on this agenda are available for public review at <https://santa-rosa.legistar.com/Calendar.aspx> or in person at the Planning and Economic Development Department, Room 3, City Hall, 100 Santa Rosa Ave, during normal business hours.