



City of Santa Rosa

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

Zoning Administrator Regular Meeting Minutes - Draft

Thursday, April 4, 2024

10:30 AM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

2.1 March 21, 2024 - Draft Minutes

Zoning Administrator Sheikhalı approved the minutes as submitted.

3. PUBLIC COMMENT

None.

4. ZONING ADMINISTRATOR BUSINESS

4.1 STATEMENT OF PURPOSE

Zoning Administrator Sheikhalı read the Statement of Purpose aloud.

4.2 ZONING ADMINISTRATOR REPORTS

None.

5. CONSENT ITEM(S)

None.

6. SCHEDULED ITEM(S)

6.1 PUBLIC MEETING - CONDITIONAL USE PERMIT PERSONAL SERVICES (RESTRICTED) FOR XICAN STUDIO, AT 100 BURT STREET, #K - FILE NO. CUP23-080

BACKGROUND: Tattoo studio including a retail sales accessory use. This project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Jandon Briscoe, City Planner

Planner Briscoe presented.

Zoning Administrator Sheikhalı opened and closed the public comment period at 10:36 a.m.

ZONING ADMINISTRATOR SHEIKHALI APPROVED AS SUBMITTED RESOLUTION NO. ZA-2024-009, ENTITLED:

RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING A MINOR CONDITIONAL USE PERMIT TO ALLOW A TATTOO AND BODY PIERCING SERVICES, A PERSONAL SERVICE (RESTRICTED) USE, FOR THE PROPERTY LOCATED AT 100 BURT ST, SUITE K, SANTA ROSA, APN: 044-091-046, FILE NO. CUP23-080

6.2 PUBLIC MEETING - CONDITIONAL USE PERMIT AND DESIGN REVIEW FOR EXTERIOR WORK AND SITE IMPROVEMENTS FOR ARCO AT 2500 GUERNEVILLE RD, FILE NO PRJ24-004

BACKGROUND: Exterior modifications to replace fuel canopies, remove exterior decorative tile and patch with stucco, remove dome and rosettes, install new exterior lights, and new paint for an existing gas station. The project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Jandon Briscoe, City Planner

Planner Briscoe presented.

Applicant team responded to ZA inquiries.

Zoning Administrator Sheikhalı opened and closed the public comment period at 10:42 a.m.

ZONING ADMINISTRATOR SHEIKHALI APPROVED AS SUBMITTED RESOLUTION NO. ZA-2024-010, ENTITLED:

RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING A MINOR CONDITIONAL USE PERMIT TO ALLOW MODIFICATIONS TO AN EXISTING GAS STATION AND MINOR DESIGN REVIEW FOR EXTERIOR MODIFICATIONS TO AN EXISTING ARCO GAS STATION LOCATED AT 2500 GUERNEVILLE RD SANTA ROSA, APN:

034-110-064, FILE NO. PRJ24-004

6.3 PUBLIC MEETING - MINOR CONDITIONAL USE PERMIT FOR MOBILE VENDING (COMPASS USA FOOD TRUCK) AT 1165 MONTGOMERY DR, FILE NO. CUP23-023

BACKGROUND: The addition of a mobile food truck at Providence Hospital. The project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Sachnoor Bisla, City Planner
Planner Bisla presented.

Zoning Administrator Sheikhalı opened and closed the public comment period at 10:48 a.m.

ZONING ADMINISTRATOR SHEIKHALI APPROVED AS SUBMITTED RESOLUTION NO. ZA-2024-011, ENTITLED:

RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING A MINOR CONDITIONAL USE PERMIT TO ALLOW THE OPERATION OF A MOBILE FOOD VENDING FOR THE PROPERTY LOCATED AT 1165 MONTGOMERY DRIVE SANTA ROSA, APN: 009-161-003, FILE NO. CUP23-023

6.4 PUBLIC MEETING - MINOR CONDITIONAL USE PERMIT FOR A WAREHOUSE USE AT 240 BARHAM AVE, FILE NO. CUP23-069

BACKGROUND: Use as a warehouse for the storage of books, posters, records, furniture and paperwork for music management and book publishing endeavors. No regular business hours, no employees, or public access. The project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Sachnoor Bisla, City Planner
Planner Bisla presented.

Zoning Administrator Sheikhalı opened the public comment period at 10:58 a.m.

Sherri Uber inquired about temporary fencing's impacts on parking and traffic.

Zoning Administrator Sheikhalı closed the public comment period at 11:03 a.m.

Applicant responded to ZA inquiries.

ZONING ADMINISTRATOR SHEIKHALI APPROVED WITH ADDED CONDITIONS RESOLUTION NO. ZA-2024-012, ENTITLED:

RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING A MINOR CONDITIONAL USE PERMIT TO LEGALIZE THE WAREHOUSE, WHOLESALING AND DISTRIBUTION LAND USE OPERATION FOR THE PROPERTY LOCATED AT 240 BARHAM AVENUE SANTA ROSA, APN: 037-161-030, FILE NO. CUP23-069

7. ADJOURNMENT

Zoning Administrator Sheikhalı adjourned the meeting at 11:06 a.m.

Approved on:

MARK KOLARIK, Recording Secretary