



City of Santa Rosa

Virtual Meeting - See Agenda
for Participation

ZONING ADMINISTRATOR REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL JULY 21, 2022

**PURSUANT TO GOVERNMENT CODE SECTION 54953(e) AND THE
RECOMMENDATION OF THE HEALTH OFFICER OF THE COUNTY OF
SONOMA, THE ZONING ADMINISTRATOR WILL BE PARTICIPATING IN
THIS MEETING VIA ZOOM WEBINAR.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE VIRTUALLY AT
WWW.ZOOM.US/JOIN OR BY TOLL FREE TELEPHONE (877) 853-5257;
USING MEETING ID: 881 8032 5979.**

**PUBLIC ACCESSING THE MEETING THROUGH ZOOM CAN PROVIDE
COMMENTS DURING THE PUBLIC COMMENT PERIODS. ADDITIONAL
INFORMATION RELATED TO MEETING PARTICIPATION IS AVAILABLE
AT [HTTPS://SRCITY.ORG/ZONINGADMIN](https://srcity.org/zoningadmin)**

**THE MEETING WILL BE LIVE-STREAMED AT
[HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

10:30 A.M. - REGULAR SESSION (VIRTUAL MEETING)

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENT**

This is the time when any person may address matters not listed on this agenda, but which are within the subject matter of the jurisdiction. The public may comment on agenda items when the item is called. Each speaker is allowed three minutes.

3. ZONING ADMINISTRATOR BUSINESS

3.1 STATEMENT OF PURPOSE

The Zoning Administrator is appointed by the Planning and Economic Development Director and has the responsibility and authority to conduct public hearings and to take action on applications for all administrative permits and approvals issued by the Department. A determination or decision by the Zoning Administrator may be appealed to the Design Review Board, Cultural Heritage Board, Planning Commission, or City Council as applicable to the decision.

3.2 ZONING ADMINISTRATOR REPORTS

4. CONSENT ITEM(S)

5. SCHEDULED ITEM(S)

5.1 DESIGN REVIEW - 50 OLD COURTHOUSE SQUARE

BACKGROUND: Dish Wireless proposes to collocate six new panel antennas and related equipment on a privately owned rooftop where existing wireless telecommunications equipment is located. The application has been filed by Allison Holleman representing Dish Wireless c/o The CBR Group. File No. PRJ22-006 (DR22-012).

Project Planner: Sheila Wolski

Attachments: [Attachment 1 - Project Description](#)
[Attachment 2 - Photo Simulations](#)
[Attachment 3 - Plans](#)
[Attachment 4 - RF Safety Predictive Report Resolution](#)

5.2 LANDMARK ALTERATION - 408 BENTON ST

BACKGROUND: To accommodate a kitchen remodel, the project proposed to eliminate one window; replace two windows with similar single/ double hung windows; and replace a fourth window and single

French door with a double French door. The project scope also include replacing the tar and gravel roof with asphalt shingles. The application has been filed by Lacey Campbell. File No. LMA22-006

Project Planner: Susie Murray

Attachments: [Project Plans](#)
[Presentation](#)
[Resolution](#)

5.3 LANDMARK ALTERATION - 401 DENTON WAY

BACKGROUND: Replacement of windows on the interior side and rear elevations (windows that are not readily visible from the public right-of-way). Current windows are double hung wood frame windows with single pane glass. Replacement windows will be block frame Tuscan Millgard box windows that will be inserted into the existing wood frame. The application has been filed by Thembi Borrás. File No. LMA22-004

Project Planner: Susie Murray

Attachments: [Site Plan](#)
[Location Map](#)
[Historic Evaluation](#)
[Window photos](#)
[Millgard Window Arch Manuel](#)
[Presentation](#)
[Resolution](#)

6. 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 707-543-3226 (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.

Zoning Administrator

- FINAL

JULY 21, 2022

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.