



# City of Santa Rosa

City Hall, Council  
Chamber  
100 Santa Rosa Ave  
Santa Rosa, CA

## PLANNING COMMISSION REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL SEPTEMBER 14, 2023

MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY ATTENDING IN-PERSON FROM THE COUNCIL CHAMBERS LOCATED AT 100 SANTA ROSA AVENUE (IT IS RECOMMENDED THAT SOCIAL DISTANCING BE OBSERVED), OR VIA ZOOM WEBINAR BY VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/84330527584](https://srcity-org.zoom.us/j/84330527584), OR BY DIALING 877-853-5257 AND ENTERING WEBINAR ID: 843 3052 7584

PUBLIC COMMENT MAY BE MADE LIVE DURING THE MEETING VIA ZOOM, PHONE OR IN-PERSON FROM THE COUNCIL CHAMBERS. ADDITIONAL INFORMATION RELATED TO MEETING PARTICIPATION IS AVAILABLE AT [HTTPS://WWW.SRCITY.ORG/1339/PLANNING-COMMISSION](https://www.srcity.org/1339/planning-commission)

THE MEETING WILL BE LIVE-STREAMED AT [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE "IN PROGRESS" LINK TO VIEW. THE MEETING CAN ALSO BE VIEWED ON COMCAST CHANNEL 28 AND AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)

### 4:30 P.M. - REGULAR SESSION

#### 1. CALL TO ORDER AND ROLL CALL

#### 2. APPROVAL OF MINUTES

2.1 July 13, 2023 - Draft Minutes

**Attachments:** [July 13, 2023 - Draft Minutes](#)

2.2 August 24, 2023 - Draft Minutes

**Attachments:** [August 24, 2023 - Draft Minutes](#)

#### 3. PUBLIC COMMENTS

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.

#### **4. COMMISSION BUSINESS**

##### **4.1 STATEMENT OF PURPOSE**

The Planning Commission is charged with carrying out the California Planning and Zoning Laws in the City of Santa Rosa. Duties include implementing of plans, ordinances and policies relating to land use matters; assisting in writing and implementing the General Plan and area plans; holding public hearings and acting on proposed changes to the Zoning Code, Zoning Map, General Plan, tentative subdivision maps, and undertaking special planning studies as needed.

##### **4.2 COMMISSIONER REPORTS**

##### **4.3 OTHER (i.e. VICE CHAIR ELECTION, NEW MEMBER INTRODUCTIONS)**

None.

#### **5. DEPARTMENT REPORTS**

#### **6. STATEMENTS OF ABSTENTION BY COMMISSIONERS**

#### **7. STUDY SESSION**

##### **7.1 STUDY SESSION - DRAFT GENERAL PLAN- SANTA ROSA FORWARD**

RECOMMENDATION: It is recommended by the Planning & Economic Development Department that the Planning Commission review and provide input on the Draft General Plan.

PRESENTED BY: Shari Meads, Senior Planner

**Attachments:** [Staff Report](#)  
[Attachment 1 - Draft Santa Rosa General Plan](#)  
[Attachment 2 - Executive Summary - Draft Santa Rosa Ge](#)  
[Attachment 3 - Summary of Goals, Policies, and Actions -\[](#)  
[Presentation](#)  
[REVISED Presentation as of 9.13.23](#)  
[Late Correspondence as of 9.12.23](#)  
[Late Correspondence as of 9.13.23](#)  
[Late Correspondence as of 9.14.23 at 2:45 P.M.](#)

## 8. CONSENT ITEMS

None.

## 9. REPORT ITEMS

None.

## 10. PUBLIC HEARINGS

### 10.1\* PUBLIC HEARING - BUNYA BUNYA TREE REMOVAL (APPEAL) - 1080 2ND ST - TR22-062 (CONTINUED FROM AUGUST 24, 2023)

BACKGROUND: On March 3, 2023, a Tree Permit requesting to remove an approximately 125-foot Bunya Bunya Tree was denied by the Director of Planning and Economic Development. The Salvation Army Residences, Inc. has appealed that decision to the Planning Commission. The tree is located at 1080 2nd Street, between the community garden and the sidewalk along the 2nd Street frontage. The project is exempt from the California Environmental Quality Act.

PRESENTED BY: Susie Murray, Senior Planner

**Attachments:** [Staff Report](#)  
[Attachment 1 - Disclosure Statement](#)  
[Attachment 2 - Appeal Application](#)  
[Attachment 3 - 2023 Denial Letter & Application](#)  
[Attachment 4 - Arborist Report \(Sandborn\)](#)  
[Attachment 5 - Arborist Report \(Vintage\)](#)  
[Attachment 6 - Tree Ordinance](#)  
[Attachment 7 - 2019 Denial Letter](#)  
[Attachment 8 - 2008 Denial Letter](#)  
[Attachment 9 - 1999 CC & PC Minutes and Resolutions](#)  
[Attachment 10 - Policy Statement](#)  
[Attachment 11 - Location & Neighborhood Context Map](#)  
[Attachment 12 - Public Correspondence](#)  
[Attachment 13 - Request for more information](#)  
[Attachment 14 - Risk Assessment](#)  
[Attachment 15 - Bunya Pine Risk Response](#)  
[ADDED Arborist Report as of 9.13.23](#)  
[Resolution](#)  
[Presentation](#)  
[Appellant Presentation](#)  
[Late Correspondence as of 9.13.23](#)

**10.2\*** PUBLIC HEARING - COFFEY PARK SELF-STORAGE, EXEMPT PROJECT - CONDITIONAL USE PERMIT - 3282 COFFEY LN - CUP21-101

BACKGROUND: Major Conditional Use Permit for the use of twenty-five off-site parking spaces in an existing parking lot at 3300 Coffey Lane for the development of a 2 story self-storage building with an overall building size of 69,832 sf gross.

PRESENTED BY: Mike Wixon, City Planner

**Attachments:** [Staff Report](#)  
[Attachment 1 - Disclosure Form](#)  
[Attachment 2 - Location Map](#)  
[Attachment 3 - Neighborhood Context Map](#)  
[Attachment 4 - Project Description](#)  
[Attachment 5 - Architectural Plan Set](#)  
[Attachment 6 - Civil Plan Set and SWLID Report](#)  
[Attachment 7 - Landscape Plan](#)  
[Attachment 8 - Parking Easement](#)  
[Attachment 9 - CAP Checklist & CEQA Studies for Infill Ex](#)  
[Resolution](#)  
[Exhibit A](#)  
[Presentation](#)  
[Late Correspondence as of 9.12.23](#)

## 11. ADJOURNMENT

\*Ex parte communication disclosure required.

*In compliance with Zoning Code Section 20-62, the decision of the Planning Commission 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 on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available by contacting the Board Secretary at 543-3190 (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 a majority of the Planning Commission 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.*