



City of Santa Rosa

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

ZONING ADMINISTRATOR REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL MAY 18, 2023

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY
ATTENDING IN-PERSON FROM THE CONFERENCE ROOM (FIRST
FLOOR) LOCATED AT 637 FIRST STREET, SANTA ROSA (IT IS
RECOMMENDED THAT SOCIAL DISTANCING BE OBSERVED), OR VIA
ZOOM WEBINAR BY VISITING
[HTTPS://SRCITY-ORG.ZOOM.US/J/82874727915](https://srcity-org.zoom.us/j/82874727915), OR BY DIALING
877-853-5257 AND ENTERING WEBINAR ID: 828 7472 7915.**

**PUBLIC COMMENT MAY BE MADE LIVE DURING THE MEETING VIA
ZOOM, PHONE OR IN-PERSON FROM THE CONFERENCE ROOM.
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

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 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 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** PUBLIC MEETING - PARKING LOT EXPANSION, CEQA EXEMPT PROJECT, MINOR DESIGN REVIEW PERMIT - 1405 THUNDERBOLT WAY - DR19-061

BACKGROUND: Parking Lot Expansion.

PROJECT PLANNER: Suzanne Hartman, City Planner

Attachments: [Attachment 1 - Plan Set](#)
[Attachment 2 - Thunderbolt Memorandum](#)
[Resolution](#)
[Exhibit A](#)
[Presentation](#)

- 5.2** PUBLIC MEETING - PARKING LOT EXPANSION, CEQA EXEMPT PROJECT, MINOR DESIGN REVIEW PERMIT - 1402 MARINER WAY - DR19-060

BACKGROUND: Parking Lot Expansion.

PROJECT PLANNER: Suzanne Hartman, City Planner

Attachments: [Attachment 1 - Plan Set](#)
[Attachment 2 - Mariner Memorandum](#)
[Resolution](#)
[Exhibit A](#)
[Presentation](#)

- 5.3** PUBLIC MEETING - WEST COAST SELF-STORAGE #2, EXEMPT

**PROJECT - CONDITIONAL USE PERMIT - 2875 SEBASTOPOL RD -
CUP23-008**

BACKGROUND: A Minor Conditional Use Permit to consider a Personal Storage Facility abutting a parcel with a residential use.

PROJECT PLANNER: Mike Janusek, AICP, Contract Planner

Attachments: [Attachment 1 - Location Map](#)
[Resolution](#)
[Presentation](#)

**5.4 PUBLIC MEETING - BOYS' AND GIRLS' CLUB PARKING LOT
IMPROVEMENTS AND ROOD MODIFICATIONS, CEQA EXEMPT
PROJECT - MINOR DESIGN REVIEW - 1011 HAHMAN DR -
DR22-014**

BACKGROUND: Exterior remodel and site improvements for existing Boys' and Girls' Club which includes alteration of parking lot, new windows, and addition of a vaulted ceiling.

PROJECT PLANNER: Jandon Briscoe, City Planner Trainee

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

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.

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.

Zoning Administrator

- FINAL

MAY 18, 2023
