



# **City of Santa Rosa**

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

## **ZONING ADMINISTRATOR REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL AUGUST 3, 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 (CONTINUED FROM JULY 20, 2023): SONOMA STRENGTH ACADEMY - MINOR CONDITIONAL USE PERMIT - 1215 BRIGGS AVENUE - CITY FILE NO. CUP23-018

BACKGROUND: Minor Conditional Use Permit to allow a health/fitness facility with extended business hours of operation at 1215 Briggs Avenue. The project is categorically exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Suzanne Hartman

**Attachments:** [Attachment 1 - Disclosure Form](#)  
[Attachment 2 - Project Description](#)  
[Attachment 3 - Plan Set](#)  
[Resolution](#)  
[Exhibit A](#)  
[Presentation](#)

- 5.2** PUBLIC MEETING: NEW 3-FOOT-TALL WOOD FENCE, MINOR LANDMARK ALTERATION PERMIT - 229 W. 6TH STREET - CITY FILE NO. LMA23-004

BACKGROUND: Minor Landmark Alteration Permit to allow a 3-foot-tall wood fence at the front of the residence at 229 W. 6th Street. The project is categorically exempt from the California Environmental Quality Act (CEQA).

CITY PLANNER: Suzanne Hartman

Due to a noticing error, this item will be continued and will be re-noticed

for the August 17, 2023 meeting.

## **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.*