



City of Santa Rosa

Conference Room, 100 Santa
Rosa Ave., Rm 7, Santa
Rosa, CA 95404

ZONING ADMINISTRATOR REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL NOVEMBER 16, 2023

EFFECTIVE IMMEDIATELY ALL PUBLIC COMMENTS WILL BE PROVIDED IN PERSON OR VIA EMAIL IN ADVANCE OF THE MEETINGS.

MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY ATTENDING IN-PERSON FROM THE CONFERENCE ROOM, LOCATED AT 100 SANTA ROSA AVE., ROOM 7, SANTA ROSA (IT IS RECOMMENDED THAT SOCIAL DISTANCING BE OBSERVED).

THE PUBLIC CAN ALSO VIEW OR LISTEN TO THE MEETING LIVE VIA ZOOM BY VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/83660078523](https://srcity-org.zoom.us/j/83660078523), OR BY DIALING 877-853-5257 AND ENTERING WEBINAR ID: 836 6007 8523

10:30 A.M. - REGULAR SESSION

1. CALL TO ORDER

2. APPROVAL OF MINUTES

2.1 November 2, 2023 Draft Minutes

Attachments: [November 2, 2023 Draft Minutes](#)

3. 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.

4. ZONING ADMINISTRATOR BUSINESS

4.1 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.

4.2 ZONING ADMINISTRATOR REPORTS

5. CONSENT ITEM(S)

6. SCHEDULED ITEM(S)

6.1 PUBLIC MEETING - TIPSY TACO CANTINA - CONDITIONAL USE PERMIT - 505 MENDOCINO AVE - CUP23-034

BACKGROUND: Propose extended hours Friday through Sunday to 2:00 AM for night club. The project is categorically exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Sachnoor Bisla, City Planner

Attachments: [Attachment 1 - Floor Plan](#)
[Attachment 2 - Project Description](#)
[Attachment 3 - Topsy Taco Sound Management Plan](#)
[Resolution](#)
[Presentation](#)
[Public Correspondence](#)

6.2 PUBLIC MEETING - DISH ANTENNAS - PLANNING PROJECT - 2899 DOWD DR - PRJ23-015

BACKGROUND: Install (3) proposed FRB screen (1 per sector), install (6) proposed antennas (2 per sector), Install proposed jumpers, install (12) proposed RRU's (4 per sector). install (1) proposed Nema 3 Telco-Fiber box, Install (1) GPS Unit, screened by a fence, install (1) proposed 7'x7' concrete pad with H-Frame, install (1) cable ladder tray or cable tray, install (1) BBU in Cabinet. The project is categorically exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Sachnoor Bisla, City Planner

Attachments: [Attachment 1 - Project Plans](#)
[Attachment 2 - Color Photosims](#)
[Attachment 3 - Electromagnetic Energy Report
Resolution](#)

6.3 PUBLIC MEETING - MINOR VARIANCE - ZONING CODE VARIANCE -
2113 TERRACE WAY - ZV23-001

BACKGROUND: Minor variance requested for an as-built addition to an existing SFD. The addition was built flush with the existing house and sits 4.1'-4.5' from the side property line and is not compliant with code. Variance to allow legalization of the addition as built. The project is categorically exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Sheila Wolski, City Planner

Attachments: [Attachment 1 - Photos Unpermitted Addition 2113 Terrace](#)
[Attachment 2 - Plans](#)
[Attachment 3 - Project Description](#)
[Attachment 4 - Reduced Side Setbacks in Vicinity
Resolution
Presentation](#)

6.4 PUBLIC MEETING - CHERRY RANCH SUBDIVISION - DESIGN
REVIEW - 930 FRESNO AVE - DR23-027

BACKGROUND: Minor alteration to approved minor design review approval DR20-060 (Resolution ZA-2022-048). Proposed minor alterations in order to accommodate desired mix of units that will allow for the project to be constructed quickly and continuously. Proposed alternative architecture to the approved duet plan, including the addition of a single family detached plan to 22 lots. The project is categorically exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Conor McKay, Senior Planner

Attachments: [Attachment 1 - Approved Landscape Plans](#)
[Attachment 2 - Cherry Ranch Arch Plans, Elevations, Mate](#)
[Attachment 3 - Disclosure Form-PLAN](#)
[Attachment 4 - Site Plan Cherry Ranch modifications](#)
[Resolution](#)

7. 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.