



## City of Santa Rosa

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

### PLANNING COMMISSION REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL-REVISED APRIL 11, 2024

**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 COUNCIL CHAMBERS LOCATED AT 100 SANTA ROSA AVENUE (IT IS RECOMMENDED THAT SOCIAL DISTANCING BE OBSERVED).**

**THE PUBLIC CAN ALSO VIEW OR LISTEN TO THE MEETING LIVE AT:**

**1. [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE "IN PROGRESS" LINK TO VIEW;**

**2. VIA ZOOM BY VISITING  
[HTTPS://SRCITY-ORG.ZOOM.US/J/84924548870](https://srcity-org.zoom.us/j/84924548870), OR BY DIALING  
877-853-5257 AND ENTERING WEBINAR ID: 849 2454 8870;**

**3. COMCAST CHANNEL 28, AT&T U-VERSE CHANNEL 99; AND**

**4. VIA YOUTUBE 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** March 28, 2024 - Draft Minutes

**Attachments:** [March 28, 2024 - 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)**

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

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

#### **7. PRESENTATIONS**

##### **7.1 PRESENTATION - FEMA FLOOD RISK MAPPING PROJECT**

BACKGROUND: The Federal Emergency Management Agency, FEMA, is responsible for mapping the country's flood risk and helping communities develop strategies for improving resiliency. FEMA has identified the Santa Rosa Creek Watershed for a map update.

PRESENTED BY: Gabe Osburn, Director Planning and Economic Development Department

**Attachments:** [Presentation](#)

#### **8. CONSENT ITEMS**

None.

## 9. REPORT ITEMS

None.

## 10. PUBLIC HEARINGS

### 10.1\* PUBLIC HEARING - CONDITIONAL USE PERMIT FOR A NEW TELECOMMUNICATION TOWER - AT 2715 GIFFEN AVENUE - FILE NO. CUP23-004 (CONTINUED FROM MARCH 28, 2024)

BACKGROUND: The applicant is requesting approval of a Conditional Use Permit for the construction of an 85-foot-tall telecommunication tower with ground equipment and fencing. The project is exempt from the California Environmental Quality Act (CEQA).

PRESENTED BY: Suzanne Hartman, City Planner

**Attachments:**

[Staff Report](#)

[Attachment 1 - Disclosure Form](#)

[Attachment 2 - Location Map](#)

[Attachment 3 - Project Narrative](#)

[Attachment 4 - Plan Set](#)

[Attachment 5 - Biological Assessment](#)

[Attachment 6 - EME Report](#)

[Attachment 7 - Coverage Maps](#)

[Attachment 8 - Photo Simulations](#)

[Attachment 9 - Alternative Site Analysis](#)

[Attachment 10 - Applicant Presentation](#)

[REVISED - Attachment 10 - Applicant Presentation](#)

[Attachment 11 - Public Correspondence received as of April 11, 2024](#)  
[Resolution](#)

[Exhibit A](#)

[Presentation](#)

[Late Correspondence Received as of April 11, 2024](#)

[Late Correspondence as of April 9, 2024](#)

[Late Correspondence as of April 11, 2024 - Item 10.1 - April 11, 2024](#)

### 10.2\* PUBLIC HEARING - DUTTON MEADOWS SUBDIVISION TIME

EXTENSION - Exempt Project - ONE YEAR TIME EXTENSION  
REQUEST 2650, 2666, & 2684 DUTTON MEADOW; 1112 & 1200  
HEARN AVENUE- EXT23-0009

BACKGROUND: A request for a one-year Time Extension for an approved Tentative Subdivision Map and Conditional Use Permit for a 137-unit small-lot subdivision on an 18.4-acre site.

PRESENTED BY: Kristinae Toomians, Senior Planner

**Attachments:**    [Staff Report](#)  
                              [Attachment 1 - Disclosure Form](#)  
                              [Attachment 2 - Location Map](#)  
                              [Attachment 3 - Neighborhood Context Map](#)  
                              [Attachment 4 - Planning Commission Resolutions](#)  
                              [Attachment 5 - Approved Tentative Map](#)  
                              [Attachment 6 - CEQA 15182 Specific plan Consistency De](#)  
                              [Resolution](#)  
                              [Presentation](#)

**10.3\***    PUBLIC HEARING - JOHN POL ANNEXATION PREZONING, EXEMPT  
PROJECT - ANNEXATION PRE-ZONING - 5817 HWY 12 - ANX23-001

BACKGROUND: A request to Pre-zone a parcel developed with three single-family dwellings within the County jurisdiction, to RR-20-SR-RC (Rural Residential) Zoning District to facilitate annexation to the City of Santa Rosa.

PRESENTED BY: Kristinae Toomians, Senior Planner

**Attachments:**    [Staff Report](#)  
[Attachment 1 - Disclosure Form](#)  
[Attachment 2 - Neighborhood Context Map](#)  
[Attachment 3 -Annexation Map](#)  
[Attachment 4 - Legal Description](#)  
[Attachment 5 - Public Services Plan](#)  
[Attachment 6 - Zoning Land Use Map](#)  
[Attachment 7 - Assessor's Parcel Map](#)  
[Resolution](#)  
[Presentation](#)

## 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.*