



City of Santa Rosa

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

PLANNING COMMISSION REGULAR MEETING AGENDA AND SUMMARY REPORT SEPTEMBER 12, 2019

4:00 P.M. - REGULAR SESSION (COUNCIL CHAMBER)

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

3.1 August 22, 2019 - Draft Minutes

Attachments: [August 22, 2019 - Draft Minutes](#)

4. PUBLIC COMMENTS

Except for public hearing agenda items, the public may comment on all other agenda items and on items not on the agenda within the jurisdiction of the Planning Commission during this period. The public may comment on public hearing agenda items when the hearing is opened. Each speaker is allowed three minutes.

5. PLANNING COMMISSIONERS' REPORT

6. DEPARTMENT REPORTS

7. STATEMENTS OF ABSTENTION BY COMMISSIONERS

8. STUDY SESSION

9. CONSENT ITEMS

9.1 SKYFARM UNIT 3 EXTENSION - EXTENSION REQUEST - 3875 AND 3925 SAINT ANDREWS DR - EXT18-0048 AND EXT17-0055

BACKGROUND: Third and fourth discretionary one-year extensions of time for Skyfarm Unit 3 Tentative Map to subdivide an approximately 10.42-acre site into 30 single-family residential lots and three common parcels. Approval of the two requested extensions of time along with

application of City of Santa Rosa ordinance ORD-2019-001 will allow the applicant until August 11, 2020, to record the Final Map.

Presented by: Shari Meads, City Planner.

Attachments: [Staff Report](#)
[Attachment 1 - Disclosure Form 2017 and 2018](#)
[Attachment 2 - Location Map](#)
[Attachment 3 - Neighborhood Context Map](#)
[Attachment 4 - Adopted MND adopted by Resolution 1158](#)
[Attachment 5 - Prior Resolutions](#)
[Attachment 6 - Approved Tentative Map](#)
[Draft Resolution 17-18 TM extension](#)
[Draft Resolution 18-19 TM extension](#)
[Staff Presentation](#)

10. PUBLIC HEARINGS

10.1* GREEN PEN DISPENSARY - CONDITIONAL USE PERMIT - 353 COLLEGE AVE - CUP18-080

BACKGROUND: Use Permit for a medical and adult-use cannabis retail dispensary with delivery, within an existing 2,943 square-foot building. The project also includes a parking reduction consisting of six on-site spaces, and six off-site employee garage parking passes. The application has been filed by Green Pen LLC. File Number - CUP18-080.

Presented by: Adam Ross, City Planner.

Attachments: [Staff Report](#)
[Attachment 1 - Disclosure Form](#)
[Attachment 2 - Vicinity Map](#)
[Attachment 3 - Project Description, dated received February 4, 2019](#)
[Attachment 4 - Proximity to Schools](#)
[Attachment 5 - Site Plan, dated received February 4, 2019](#)
[Attachment 6 - Floor Plan, dated received February 4, 2019](#)
[Attachment 7 - Parking Lot Restriping Feasibility Study, dated February 4, 2019](#)
[Attachment 8 - Certified Odor Mitigation Plan, dated April 4, 2019](#)
[Attachment 9 - Trip Generation and Parking Study, dated September 12, 2019](#)
[Attachment 10 - Addendum to the Trip Generation and Parking Study, dated September 12, 2019](#)
[Attachment 11 - Revised Addendum to the Trip Generation and Parking Study, dated September 12, 2019](#)
[Attachment 12 - Public Correspondence as of March 14, 2019](#)
[Attachment 13 - Public Correspondence as of August 28, 2019](#)
[Resolution](#)
[Staff Presentation](#)
[Late Correspondence as of 9.12.19](#)

10.2 OBJECTIVE DESIGN STANDARDS FOR STREAMLINED AND MINISTERIAL RESIDENTIAL DEVELOPMENTS - REZONING ZONING TEXT AMENDMENT - CITYWIDE - REZ19-009

BACKGROUND: The purpose of the Objective Design Standards for Streamlined and Ministerial Residential Developments (Standards) is to prepare and adopt clear and objective design standards that respond to recent State legislation that requires a ministerial process for housing developments including Senate Bill 35 (SB 35) and Assembly Bill 2162 (AB 2162). The City is subject to SB35 and AB2162, which means that an eligible project within the City must be streamlined and shall not be subject to discretionary review (e.g.: Conditional Use Permit, Design Review and/or Landmark Alteration Permit). The Standards are sourced from the City's Design Guidelines, which address residential and non-residential development. The proposed Standards aim to incorporate the intent of the Santa Rosa Design Guidelines to the greatest extent possible, while complying with the intent of State legislation to facilitate the construction of housing in Santa Rosa.

The Planning Commission's role is to make a recommendation on the proposed Standards to the City Council as the Standards will be codified into the City's Zoning Code, for which the Commission has the recommendation authority.

Presented by: Amy Nicholson, Senior Planner.

Attachments: [Staff Report](#)
[Attachment 1 - HCD - Draft SB35 Guidelines](#)
[Attachment 2 - Government Code for SB35](#)
[Attachment 3 - Government Code for AB2162](#)
[Attachment 4 - Joint DRB CHB Minutes - June 20, 2019](#)
[Attachment 5 - Results of Community Survey](#)
[Resolution](#)
[Staff Presentation](#)

10.3* RESPONSIBLE PATIENT CARE, INC. DBA SPARC CANNABIS
RETAIL (DISPENSARY) AND DELIVERY - CONDITIONAL USE
PERMIT - 1061 N DUTTON AVE - CUP19-034

BACKGROUND: Conditional Use Permit application to allow the expansion of an existing commercial Cannabis Retail (Dispensary) use from 491 sq. ft. to ± 3,297 sq. ft., and to allow the addition of Cannabis Delivery use. Proposed hours of operation are 9:00 AM - 9:00 PM daily.

Presented by: Andrew Trippel, City Planner.

Attachments: [Staff Report](#)
[Attachment 1 - Disclosure Form](#)
[Attachment 2 - Location Map](#)
[Attachment 3 - Project Narrative](#)
[Attachment 4 - Project Plan Set](#)
[Attachment 5 - Zoning Clearance ZC17-0345](#)
[Attachment 6 - Security Plan](#)
[Attachment 7 - Certified Odor Mitigation Plan](#)
[Attachment 8 - Focused Traffic Study](#)
[Late Correspondence - Planning Commission Item No. 10.
Resolution](#)
[Resolution-Updated as of 9.12 1:27pm](#)
[Exhibit A](#)
[Staff Presentation](#)

10.4* PHENOTOPIA CANNABIS RETAIL (DISPENSARY) AND DELIVERY -
CONDITIONAL USE PERMIT - 443 DUTTON AVE, #11 - CUP18-057

BACKGROUND: Major Conditional Use Permit to allow a ± 2,172 square-foot commercial cannabis Retail (Dispensary) and Delivery use in Dutton Plaza Shopping Center, Unit 11. Proposed hours of operation are 9:00 AM - 9:00 PM daily.

Presented by Andrew Trippel, City Planner.

Attachments: [Staff Report](#)
[Attachment 1 - Disclosure Form](#)
[Attachment 2 - Location Map](#)
[Attachment 3 - Project Narrative](#)
[Attachment 4 - Project Plan Set](#)
[Attachment 5 - Cannabis Subcommittee Review memorandum](#)
[Attachment 6 - City Council RES-2019-032](#)
[Attachment 7 - Certified Odor Mitigation Plan](#)
[Attachment 8 - Security Plan](#)
[Attachment 9 - Focused Traffic Study Resolution](#)
[Exhibit A](#)
[Staff Presentation](#)

11. ADJOURNMENT

*Ex parte communication disclosure required.

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) one week prior to the meeting. Meeting information can also be accessed via the internet at <http://srcity.org>

Any writings or documents provided to a majority of the Planning Commission prior to this meeting regarding any item on this agenda, excluding closed session items, are available for public review at the Planning and Economic Development Department, Room 3, City Hall, 100 Santa Rosa Ave, during normal business hours.