



City of Santa Rosa

Virtual Meeting - See Agenda
for Participation

ZONING ADMINISTRATOR REGULAR MEETING AGENDA AND SUMMARY REPORT JUNE 2, 2022

**PURSUANT TO GOVERNMENT CODE SECTION 54953(e) AND THE
RECOMMENDATION OF THE HEALTH OFFICER OF THE COUNTY OF
SONOMA, THE ZONING ADMINISTRATOR WILL BE PARTICIPATING IN
THIS MEETING VIA ZOOM WEBINAR.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE VIRTUALLY AT
WWW.ZOOM.US/JOIN OR BY TOLL FREE TELEPHONE (877) 853-5257;
USING MEETING ID: 828 9880 1807**

**PUBLIC ACCESSING THE MEETING THROUGH ZOOM CAN PROVIDE
COMMENTS DURING THE PUBLIC COMMENT PERIODS. 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 (VIRTUAL MEETING)

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 Planning and Economic Development Director and has the responsibility and authority to conduct public hearings and to take action on applications for all administrative

permits and approvals issued by the Department. A determination or decision by the Zoning Administrator may be appealed to 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 - GREEN PEN DISPENSARY SITE IMPROVEMENTS, CEQA EXEMPT PROJECT - LANDMARK ALTERATION - 349 COLLEGE AVE - LMA21-021

BACKGROUND: Minor Landmark Alteration Permit for site improvements, including removal of cement planter next to dwelling, installing new fencing for 349 and 353 College, adding a trash enclosure, and parking lot improvements.

PROJECT PLANNER: Monet Sheikhal

Attachments: [Attachment 1 - Project Plans](#)
[Resolution](#)
[Exhibit A](#)
[Presentation](#)

- 5.2** PUBLIC MEETING - CHAN/STRAUB RESIDENCE, CEQA EXEMPT PROJECT - PLANNING PROJECT - 3935 SKYFARM DR - PRJ22-010

BACKGROUND: Minor HDP for a new pool, cabana, retaining walls, and an ADU with storage. The Minor CUP is for the accessory structures being proposed closer to the street than the primary structure.

PROJECT PLANNER: Monet Sheikhal

Zoning Administrator

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Attachments: [Attachment 1 - Project Plans](#)
[Attachment 2 - Back of Property](#)
[Attachment 3 - Proposed Rendering](#)
[Resolution](#)
[Exhibit A](#)
[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.