

**RESOLUTION NO. ZA-2023-047**

**RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING MINOR LANDMARK ALTERATION PERMIT FOR EXTERIOR MODIFICATIONS TO THE PRIMARY RESIDENCE FOR THE PROPERTY LOCATED AT 642 OAK ST, SANTA ROSA, APN: 009-331-030, FILE NO. LMA23-002**

WHEREAS, the Santa Rosa Zoning Administrator has completed review of the Minor Landmark Alteration Permit application to allow the removal of two windows, the replacement of four windows with fiberglass windows, the replacement of a door with a single hung fiberglass window, and the replacement of a window with French doors; and

WHEREAS, the Minor Landmark Alteration Permit approval to allow the proposed project is based on the project description and official approved exhibit dated September 21, 2023; and

WHEREAS, the matter has been properly noticed as required by Section 20-58.020.D.2.a and no request for a public hearing has been received;

NOW, THEREFORE, BE IT RESOLVED that in accordance with Section 20-58.060.F, the Zoning Administrator of the City of Santa Rosa finds and determines that:

1. The proposed exterior changes are consistent with applicable zoning standards except as directed by Zoning Code Section 20-12.020 in that the proposed changes comply with all development standards of the Zoning Code and the Burbank Gardens Preservation District (PD-0225-H).
2. The proposed exterior changes implement the General Plan and any applicable specific plan in that the proposed changes are in keeping with the historic character of the building and surrounding neighborhood. The proposed exterior materials used for the addition implement General Plan Policy HP-B, which encourages the preservation of Santa Rosa's historic structures and neighborhoods.
3. The proposed exterior changes are consistent with the original architectural style and details of the building in that the proposed changes will preserve and restore original design elements of the existing house. All existing original trim will remain and all other trim to be removed will be replaced to match the original.
4. The proposed exterior changes are compatible with any adjacent or nearby landmark structures or preservation district structures that have been identified as contributors to the respective district. The proposed changes are not readily visible from the public right-of-way. Pursuant to Zoning Code Chapter 20-28, the proposed changes implement the Burbank Garden Preservation District standards for architecture and site planning by using character-defining elements such as horizontal wood siding and window trim to match the original.

5. The proposed exterior changes are consistent and/or compatible with the textures, materials, fenestration, decorative features and details of the time period of the building's construction in that French doors, wood window trim, horizontal wood siding and single/double hung windows will be installed.
6. The proposed exterior changes will not destroy or adversely affect important architectural features in that the changes are minor and not readily visible to the public, and all proposed changes are in keeping with the structure's original historic features..
7. The proposed exterior changes are consistent with applicable Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings (2017 Revision). The property's original residential use is not proposed to change; exterior alterations will be compatible with the historic materials, features, size, scale, proportion, and massing of the home; the proposed changes are not readily visible from public view and therefore will not impact nearby properties or structures.
8. The project has been reviewed in compliance with the California Environmental Quality Act (CEQA) and qualifies for a Class 1 exemption under CEQA Guidelines Section 15301 in that the proposed changes are minor alterations to an existing private structure.

This entitlement would not be granted but for the applicability and validity of each and every one of the below conditions and that if any one or more of the below conditions is invalid, this entitlement would not have been granted without requiring other valid conditions for achieving the purposes and intent of such approval. The approval of the project is contingent upon compliance with all the conditions listed below. Use shall not commence until all conditions of approval have been complied with. Additional permits and fees are/may be required. **It is the responsibility of the applicant to pursue and demonstrate compliance.**

#### Conditions of Approval

1. Plans submitted for building permit must be consistent with the plans approved by the Zoning Administrator, dated September 21, 2023.
2. Obtain building permits for the proposed project.
3. All existing original trim shall remain; all other trim along the windows/doors proposed to be changed shall be replaced with wood in keeping with the original style.
4. All doors and windows installed shall be fiberglass or wood windows.
5. No changes to the front elevation are approved as a part of this Landmark Alteration Permit.
6. Construction hours shall be limited to 8:00 a.m. to 6:00 p.m. Monday through Friday and 9:00 a.m. to 5:00 p.m. Saturdays. No construction is permitted on Sundays and holidays.
7. Comply with all applicable federal, state, and local codes. Failure to comply may result in issuance of a citation and/or revocation of approval.

8. Comply with the latest adopted ordinances, resolutions, policies, and fees adopted by the City Council at the time of building permit review and approval.

This Minor Landmark Alteration Permit is hereby approved on October 5, 2023. If conditions have not been met or if work has not commenced within 24 months from the approval date, this approval shall automatically expire and be invalid unless an application for extension is filed prior to expiration. This approval is subject to appeal within ten calendar days from the date of approval.

APPROVED: \_\_\_\_\_  
SHARI MEADS, ZONING ADMINISTRATOR