

CITY OF SANTA ROSA  
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT  
STAFF REPORT FOR DESIGN REVIEW BOARD  
February 1, 2018

**PROJECT TITLE**

Resilient City Development Measures

**APPLICANT**

N/A

**ADDRESS/LOCATION**

Citywide

**PROPERTY OWNER**

N/A

**ASSESSOR'S PARCEL NUMBER**

N/A

**FILE NUMBER**

REZ17-013

**APPLICATION DATE**

N/A

**APPLICATION COMPLETION DATE**

N/A

**REQUESTED ENTITLEMENTS**

Zoning Code Text Amendment

**FURTHER ACTIONS REQUIRED**

Planning Commission recommendation  
and City Council approval

**PROJECT SITE ZONING**

N/A

**GENERAL PLAN DESIGNATION**

N/A

**PROJECT PLANNER**

Jessica Jones

**RECOMMENDATION**

No action required

Agenda Item #6.4  
For Design Review Board Meeting of: February 1, 2018

CITY OF SANTA ROSA  
DESIGN REVIEW BOARD

TO: CHAIR BURCH AND MEMBERS OF THE BOARD  
FROM: JESSICA JONES, SUPERVISING PLANNER  
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT  
SUBJECT: RESILIENT CITY DEVELOPMENT MEASURES

AGENDA ACTION: NONE

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RECOMMENDATION

It is recommended by the Planning and Economic Development Department that the Design Review Board provide comments to the Planning Commission and City Council on the Design Review process changes included in the proposed Zoning Code Chapter 20-16, Resilient City Development Measures.

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EXECUTIVE SUMMARY

Beginning on the evening of October 8, 2017, and continuing for days thereafter, a series of wildfire events damaged or destroyed thousands of residential and commercial structures within the City of Santa Rosa. On October 9, 2017, the City Manager, in his capacity as Director of Emergency Services, proclaimed the existence of local emergency in the City, which proclamation was ratified by the City Council on October 13, 2017. Prior to the wildfires, the Council had identified "housing for all" as a priority due to the City's ongoing, unmet housing needs. As a result of both the devastation of the wildfires and the previously existing significant shortage of housing, the Council has stated the need for immediate measures to address both housing and the rebuilding of uses such as lodging and childcare facilities Citywide. The proposed Resilient City Development Measures, including the proposed changes to the Design Review process, were prepared to facilitate these priorities.

BACKGROUND

In October 2016, the Council accepted the Housing Action Plan, which was prepared to address the City's ongoing unmet housing needs and to implement the City's General Plan Housing Element.

## RESILIENT CITY DEVELOPMENT MEASURES

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In June 2017, the Council adopted the City's current top priorities, which include implantation of a comprehensive housing strategy, "Housing for All", and include increasing housing Citywide.

On October 8, 2017, and continuing for days thereafter, a series of wildfire events, identified as the Tubbs and Nuns Fires (Fires) burned over 90,000 acres in Sonoma County and damaged or destroyed approximately 3,000 homes and 100 commercial structures within the City of Santa Rosa.

On October 9, 2017, the City Manager, in his capacity as Director of Emergency Services, proclaimed the existence of local emergency in the City of Santa Rosa.

On October 9, 2017, the Governor of the State of California proclaimed a State of Emergency for Sonoma and other counties.

On October 10, 2017, President Donald J. Trump declared the existence of a major disaster in the State of California and ordered Federal aid to supplement State and local recovery efforts in the areas affected by wildfires, beginning on October 8, 2017.

On October 13, 2017, the Council adopted Resolution No. RES-2017-201 ratifying the City Manager's proclamation of the existence of a local emergency.

On October 24, 2017, the Council adopted Ordinance No. ORD-2017-018, an urgency ordinance, amending the Zoning Code to add Section 20-28.100, Resilient City (-RC) Combining District, to facilitate rebuilding and implementation of resiliency initiatives to those parts of the City most severely impacted by the Fires. The Council also adopted Ordinance No. ORD-2017-019, an urgency ordinance, adding the -RC Combining District to the base District of those parcels impacted by the Fires.

On December 5, 2017, the Council held a study session to discuss the Resilient City ordinance and how to streamline and expedite housing and other needed uses Citywide.

The Council has previously found that the City of Santa Rosa is experiencing a housing crisis, and that, prior to the Fires, there existed a severe lack of rental housing that is affordable to lower and moderate income residents.

The housing units destroyed by the Fires increased the rental housing shortage by several orders of magnitude, and also severely reduced the number of owner-occupied housing units, as well as child care and lodging facilities in the City.

The Santa Rosa Zoning Code includes provisions for development of new housing, childcare and lodging; however, it does not address streamlining and expedition of such development.

PRIOR CITY COUNCIL REVIEW

See Background section above.

ANALYSIS

The proposed Zoning Code Chapter 20-16, Resilient City Development Measures, which would apply to properties Citywide, were developed to address housing needs and economic development within the City following the Tubbs and Nuns fires of October 2017. As drafted, the proposed measures would be in place for a period of three years from the effective date of the ordinance, unless otherwise amended by subsequent action of the Council.

The proposed Zoning Code chapter includes eight specific measures, the details of which are included in the attached draft ordinance. Below is a summary of the proposed changes to the Design Review process:

1. Design Review for Child Care, Lodging and Residential Development

The proposed Resilient City Development Measures include modifications to the Design Review process for new development and major remodels of the following uses:

- a. Child day care
- b. Lodging – bed & breakfast inn (B&B)
- c. Lodging – hotel or motel
- d. Mixed-use development (that includes a residential component)
- e. Multi-family residential
- f. Single-room occupancy facility

The proposal would reduce the permit requirement from Major Design Review, which requires approval by the Design Review Board, to Minor Design Review, which would be acted on by the Zoning Administrator, regardless of the size or location of the project. Such a change would reduce the processing time for these projects from 8 to 12 months, down to 3 to 4 months.

For any project that involves 10,000 square-feet or more in total floor area, or is within a visually sensitive location, which is defined by the Zoning Code as sites within the Downtown Commercial Zoning District, or within the Gateway, Historic or Scenic Road Combining Zoning District, conceptual review by the Design Review Board would be required. Such a review would add approximately one month to the process time, and would ensure that the Design Review Board would have an opportunity to provide comments on such projects prior to the Zoning Administrator taking action.

2. Final Design Review

The proposal would also delegate Final Design Review for all projects requiring review by the Design Review Board to staff, following Preliminary Design Review approval by the Board.

Typically, any changes that are necessary to a project between Preliminary approval and Final Design Review are limited, and the Board provides a detailed list of what needs to be completed by the applicant, which City staff is able to follow. The reason for the delegation to staff is to reduce the time it normally takes for a project to return to the Board, thereby allowing projects to proceed in a more expeditious manner.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

The proposed Zoning Code Amendment will be considered by the Planning Commission at their February 8, 2018 meeting. At that time, staff will provide the Commission with a summary of the comments made by the Design Review Board related to the proposed Design Review process changes. Following a recommendation to the City Council, the project will be scheduled for the next available City Council meeting.

NOTIFICATION

As a report item, notification is not required. Notice of the February 8, 2018 Planning Commission meeting will be completed pursuant to the requirements of the Zoning Code. Notice was also provided to the City's Community Advisory Board and was sent out through the City's various social media sites. A project website was created, which provides a summary of the ordinance, as well as a copy of the draft ordinance, and the proposal was included in the Planning and Economic Development Departments Blueprint newsletter.

ISSUES

Not applicable.

ATTACHMENTS

Attachment 1 – Chapter 20-16, Resilient City Development Measures

CONTACT

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