

CITY OF SANTA ROSA  
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT  
STAFF REPORT FOR DESIGN REVIEW BOARD  
**DECEMBER 6, 2018**

**PROJECT TITLE**

Community Baptist Church – Faux  
Steeple and Building-Mounted Minor  
Telecommunications Facility

**APPLICANT**

Gerie Johnson  
Complete Wireless Consulting, Inc.

**ADDRESS/LOCATION**

1620 Sonoma Avenue

**PROPERTY OWNER**

Community Baptist Church of Santa Rosa

**ASSESSOR'S PARCEL NUMBER**

014-142-052

**FILE NUMBER**

DR18-005

**APPLICATION DATE**

January 23, 2018

**APPLICATION COMPLETION DATE**

June 14, 2018

**REQUESTED ENTITLEMENTS**

Minor Design Review

**FURTHER ACTIONS REQUIRED**

Minor Conditional Use Permit approval  
(CUP18-005)

Building Permit

**PROJECT SITE ZONING**

R-2

**GENERAL PLAN DESIGNATION**

Low Density Residential

**PROJECT PLANNER**

Andrew Trippel

**RECOMMENDATION**

Approval

Agenda Item #6.1  
For Design Review Board Meeting of: December 6, 2018

CITY OF SANTA ROSA  
DESIGN REVIEW BOARD

TO: CHAIR BURCH AND MEMBERS OF THE BOARD  
FROM: BILL ROSE, SUPERVISING PLANNER – DEVELOPMENT  
SERVICES  
ANDREW TRIPPEL, CITY PLANNER  
SUBJECT: COMMUNITY BAPTIST CHURCH – FAUX STEEPLE AND  
BUILDING-MOUNTED MINOR TELECOMMUNICATIONS  
FACILITY

AGENDA ACTION: Resolution

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RECOMMENDATION

It is recommended by the Planning and Economic Development Department that the Design Review Board, by resolution, approve the applicant's request for Minor Design Review.

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EXECUTIVE SUMMARY

Applicant proposes construction of a 54-foot tall faux steeple, with a twelve-foot by twelve-foot footprint, attached to the Community Baptist Church building and a screened ground-mounted equipment area in a nearby fully contained lease area adjacent to the church building.

BACKGROUND

On January 16, 2018, the applicant submitted Minor Conditional Use Permit and Minor Design Review applications proposing construction of a 62-foot tall faux steeple and installation and operation of an unmanned building-mounted minor telecommunications facility. In accordance with Zoning Code § 20-50.050(D)(3), Planning staff determined that the community would benefit from a Neighborhood Meeting to provide the opportunity for early input by affected neighbors and informed the applicant on January 24, 2018, that a neighborhood meeting would be required. The applicant submitted the

required Neighborhood Meeting application, and the meeting was held on March 7, 2018. On March 20, 2018, the Zoning Administrator received, and Planning staff acted upon, a request from an interested party to elevate the required public meetings to public hearings.

During Planning review, Planning staff determined that neither the Design Guidelines nor the Zoning Code provide sufficient guidance for review of the proposed faux steeple. In accordance with the authority granted to the Director by Zoning Code § 20-60.080(B)(8), Minor Design Review was referred to the Design Review Board. The applicant was informed by administrative letter dated May 17, 2018.

In response to public comments received and feedback from Planning staff, the applicant revised the project's faux steeple design and submitted revised plans on November 12, 2018, and an updated design narrative on November 21, 2018. Revisions to the faux steeple design include (1) a reduction in the overall height of the tower; (2) expansion of the tower's footprint; and (3) modifications to proposed tower exterior cladding(s), color(s), and design details. The revised project plans and design narrative are the subject of this staff report.

## 1. Project Description

The building-mounted Minor Telecommunications facility is proposed by GTE Mobilnet of California Limited Partnership dba Verizon Wireless for a site located in East Santa Rosa on a parcel designated Low Density Residential by the General Plan and zoned Multi-Family Residential (R-2). The rectangular-shaped site extends back from Sonoma Avenue to Spring Creek. An existing church building fronts Sonoma Avenue and behind it is an expansive parking area. An unused modular classroom building, single-family dwelling unit, and other accessory structures are located between the parking lot and Spring Creek.

The applicant proposes design and construction of a 54-foot tall faux steeple structure with a 12-foot by 12-foot building footprint attached to the existing Community Baptist Church building. The church building does not currently have a steeple or other design element resembling a steeple. Following construction, the applicant proposes installation and operation of an unmanned building-mounted minor telecommunications facility consisting of nine (9) wireless telecommunications antennae mounted inside the faux steeple structure. Antennae would not be visible on the exterior of the faux steeple.

Ancillary equipment would be fully contained in a nearby 225 sq. ft. screened ground lease area. Within the screened area is an 8-foot by 12-foot concrete pad on which three (3) equipment cabinets are located. Other equipment is

mounted on two utility H-frames secured to the ground. Underground power and data cables enter the ground lease area from the west side of the area. The unmanned facility would be powered by electricity, and emergency generator power is not required to support equipment planned for this site. To provide site security desired by the applicant, effectively screen the facility from public view, and integrate the facility into its surroundings, the applicant proposes installation of a 6-foot tall, composite wood privacy fence, with a 4-foot wide gate on the west side constructed of the same fence material, around the perimeter of the ground lease area. Removal of an existing 12-inch non-Heritage tree is proposed to facilitate development of the ancillary equipment area. Planning staff recommends approval of the tree removal and has proposed a Minor Design Review resolution condition of approval requiring mitigation for removal of the tree in accordance with City Code.

2. Surrounding Land Uses

North: Low Density Residential (R-1-6)  
South: Low Density Residential (R-1-6)  
East: Low Density Residential (R-1-6)  
West: Low Density Residential (R-1-6)

The subject parcel and surrounding parcels were annexed into the City in 1955 as part of the East Santa Rosa Area annexation. The predominant land use in the area surrounding the subject parcel was Low Density Residential at the time of annexation, and that land use has continued uninterrupted. Existing neighboring single-family residential development is well-maintained. The project site is located on Sonoma Avenue, which is a primary thoroughfare, at its intersection with Hoen Avenue. The project site is adjacent to Spring Creek; however, there are no plans for future recreational trails on this portion of Spring Creek.

3. Existing Land Use – Project Site

The project site's current religious facility use began in the early 1950s when the Christian and Missionary Alliance Church purchased the site to build a new church. Existing improvements at the time of purchase included a single-family dwelling unit and accessory structure. The ground breaking took place on November 8, 1953, and the first service was held in the new church building on February 27, 1955 (Attachment 11 - *Built Environment Evaluation of the Community Baptist Church*, Cogstone Project Number: 4519).

In addition to the use of the land for operation of a permanent facility by a religious organization exclusively for worship or the promotion of religious activities, active allowable accessory uses include a child care center for 44 children for which a use permit was approved by Planning Commission Resolution No. 5343 on June 24, 1982, and living quarters for caretaker staff.

4. Project History

January 16, 2018	Minor Conditional Use Permit and Minor Design Review applications were received by the City.
January 24, 2018	A Notice of Incomplete Application was issued advising the applicant that a Neighborhood Meeting would be required and requesting a Spring Creek cross-section establishing the top-of-bank and minimum 30-foot creekside setback.
March 7, 2018	The project Neighborhood Meeting was held.
March 20, 2018	The Zoning Administrator received from an interested party a request for required Zoning Administrator public meetings to be elevated to public hearings.
May 15, 2018	A Notice of Incomplete Application was issued requesting a historic resource evaluation of the church building.
May 17, 2018	The applicant was formally notified that project review public meetings would be elevated to public hearings, Minor Design Review would be elevated to review by Design Review Board, and review by the Waterways Advisory Committee would be required.
May 24, 2018	The project Notice of Application was distributed following the applicant's payment of additional required fees.
June 28, 2018	Waterways Advisory Committee project review was conducted.
June 14, 2018	The applications were deemed complete with exceptions.
September 18, 2018	Federal Communication Commission (FCC) Shot Clock Extension Agreement to November 30, 2018, executed.
October 25, 2018	FCC Shot Clock Extension Agreement to December 20, 2018, executed.

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| November 2018    | Public hearing notices were distributed and onsite signage posted.          |
| December 6, 2018 | Zoning Administrator Minor Conditional Use Permit public hearing scheduled. |

### PRIOR CITY COUNCIL REVIEW

Not applicable.

### ANALYSIS

Pursuant to Zoning Code [Section 20-44.060\(B\)](#), building or ground-mounted antennas located on non-residentially used parcels within R (Residential) or PD (Planned Development) zoning districts are classified as minor commercial telecommunications facilities and are allowed subject to Minor Conditional Use Permit and Design Review. The Zoning Code is silent on if the structure must be pre-existing. At least two other projects proposing construction of steeples on church buildings concurrent with applications for installation of building-mounted antennas have been approved and provide precedence for review of this project application.

#### 1. General Plan

The General Plan land use designation for the site is Low Density Residential. Telecommunications antenna are allowed in all zoning districts subject to specific use regulations contained in Zoning Code Chapter 20-44. While there are no goals or policies in the General Plan that directly address telecommunications facilities, cellular phone service has become an integral part of personal and business communication. Installation of the proposed telecommunications facility implements a variety of overarching General Plan goals by creating a functional place for those who live and work within the City; therefore, the proposal has been determined to be consistent with the General Plan.

#### 2. Other Applicable Plans – Creekwide City Master Plan (CCMP)

The parcel on which the proposed project site is located adjacent to Spring Creek Reach 3, which the CCMP describes as extending from Franquette Avenue to Spring Creek's confluence with Matanzas Creek. This area of the creek is considered Modified-Natural creek, and this reach is recommended for preservation and habitat enhancement. Per CCMP, no restoration of the natural stream or trails is proposed for this portion of Reach 3.

The proposed location of the faux steeple is at least 230 feet from the required 30-foot creekside setback, and the proposed site of ground lease area with equipment cabinets is located at least 30 feet from the Spring Creek top of bank as required by the Zoning Code [Section 20-30.040\(D\)\(1\)](#). Construction of the equipment pad and equipment installation in the ground lease area will require limited ground disturbance helping to ensure that natural topography and vegetation is preserved along the creek. The required 30-foot setback allows for an ecological buffer zone between the waterway and development. While the setback complies with the minimum required for a parcel adjacent to the creek with existing development, the distance is appropriate for the limited scope of the ground lease area improvements and low level of activity generated by the use.

### 3. Zoning

The project site is currently zoned R-2, Medium Density Multi-Family Residential. Since approximately 1955, the parcel has been developed and used as a religious facility, including use of the pre-existing single-family dwelling unit. A Religious Facility and its allowable accessory uses are defined by the current Zoning Code. However, current Zoning Code land use tables do not specifically reference a Religious Facility use. To resolve this inconsistency, Planning staff classify a Religious Facility as a *Meeting Facility, Public or Private* land use, which is referred to in the Zoning Code land use tables. Pursuant to Section 20-22.030 (Table 2-2), *Meeting Facility* is an allowed use in R-2 zoning districts with an approved Minor Conditional Use Permit required.

There is no record of a use permit having been issued for a Religious Facility or *Meeting Facility* land use. The Zoning Code considers a lawfully established use that lacks a required Conditional Use Permit to be a legal nonconforming use, and expansion of a legal nonconforming use requires a Minor Conditional Use Permit. However, [Section 20-61.050 \(F\)\(1\)](#) exempts lawfully existing uses without a Conditional Use Permit that would be required by this Zoning Code to have Conditional Use Permit approval from this requirement, but only to the extent that the use previously existed.

Because the Religious Facility use is not being expanded or intensified, and the proposed minor telecommunications facility has made application for a Minor Conditional Use Permit, Planning staff finds that the existing use of the parcel is in compliance with the current Zoning Code and application has been made for the proposed use in compliance with current Zoning Code regulations.

Pursuant to the definition of Religious Facility, the current use of the single-family residence as living quarters for caretaker staff is an allowable accessory use as

is the current child day care use, which was approved by Planning Commission Resolution No. 5343 on June 24, 1982.

Applicability

[Zoning Code Section 20-50.080\(5\)](#) restricts processing of Planning entitlement applications if conditions exist on the site in violation of the Zoning Code or any permit or other approval granted in compliance with the Zoning Code, unless the project proposed in the application includes the correction of the violations. The parcel is the subject of a Code Enforcement violation for installation of an unpermitted modular classroom structure on the property for a charter school use (CE04-0196). Processing of applications has been previously allowed with authorization from Code Enforcement. The Code Enforcement Officer assigned to CE04-0196 has authorized processing of the Minor Conditional Use Permit and Minor Design Review applications, and Planning staff proposes a Minor Design Review Condition of Approval restricting project building permit(s) issuance until open Code Enforcement Case CE04-0196 is resolved as determined by Code Enforcement.

[Zoning Code Section 20-44.060\(B\)](#) defines building or ground-mounted antennas located on non-residentially used parcels within R zoning districts as minor telecommunications facilities and allows these minor facilities subject to Minor Conditional Use Permit and Design Review. The proposed project has complied with this Zoning Code regulation by submitting required Minor Conditional Use Permit and Design Review applications for review.

Design Guidelines for Commercial Telecommunications Facilities

[Zoning Code Section 20-44.060\(F\)](#) provides design guidelines for commercial facilities. The proposed project complies with all applicable design guidelines, and the following design guidelines are especially relevant to this project:

**F(1) Innovative design solutions that minimize visual impacts should be utilized.**

*Building-mounted antennae are concealed from public view in a faux steeple whose design is consistent with and complementary to the existing church building.*

**F(2) Telecommunication facilities shall be as small as possible and the minimum height necessary without compromising reasonable reception or transmission.**

*The height of the proposed 54-foot tall structure is the minimum height necessary without compromising reasonable reception or transmission.*

- F(4) Telecommunication facilities and appurtenances should not be situated between the primary building on the parcel and any public or private street adjoining the parcel.**

*The proposed structure and the building-mounted antennae and ancillary equipment are located behind the primary building.*

- F(5) Telecommunication facilities shall be located and designed to avoid blocking and/or substantially altering scenic resources.**

*The proposed minor telecommunications facility does not block or substantially alter scenic resources in the City of Santa Rosa.*

- F(6) Building mounted telecommunication facilities are encouraged over telecommunication towers.**

*The project proposes building mounted telecommunication facilities within a faux steeple, which is an appropriate building element for a religious facility.*

- F(7) Building mounted telecommunication facilities should be integrated with existing structures.**

*The proposed faux steeple materials and colors are complementary to those currently seen in the existing church building.*

- F(11) The design of fencing, landscaping, and other screening for telecommunication facilities shall be integrated and compatible with surrounding improvements.**

*Screening of the ground lease area is compatible with existing development in the area.*

- F(16) All utility lines serving the facility should be undergrounded.**

*All utility lines serving the facility are proposed to be undergrounded.*

#### Height Limit Exceptions

[Zoning Code Section 20-30.070\(D\)\(1\)](#) regulates the height of towers and similar structures, which are excepted from the maximum height limits for structures established in zoning district site development standards. Pursuant to this subsection, building height limits of the applicable zoning district may be exceeded by towers, gables, spires, cupolas, water tanks, and similar structures provided that:

- a. No portion of the structure that is over the height limit shall cover an area greater than 15 percent of the building footprint area;

- b. No tower or similar structure, shall be used for sleeping or eating quarters, nor for any commercial purpose other than is incidental to the use of the habitable space within the building.

The church building footprint area is approximately 15,000 square feet. The gross building footprint of the proposed structure is 144 square feet, which is less than 1.0% of the church building footprint area. The faux steeple's use as a building-mounted minor telecommunications facility would be incidental to the use of habitable space within the building. Additionally, Section 20-44.060(F)(2) requires that telecommunications facilities be of the minimum height necessary without compromising reasonable reception or transmission. The proposed height has been evaluated by the applicant and determined to be as short as possible without compromising the intended purpose of the proposed facility.

#### Fences and Screening

[Zoning Code Section 20-30.060](#), Fences, walls, and screening, allows fences on residentially-zoned parcels up to 6-feet tall within the interior and rear yard setbacks. To provide site security desired by the applicant, effectively screen the facility from public view, and integrate the facility into its surroundings, the applicant proposes installation of a 6-foot tall, composite wood privacy fence around the entirety of the ground lease area with a 4-foot wide gate on the west side constructed of the same fence material.

Based upon elevations included in the revised project plan set, dated received by the City on November 20, 2018 (Attachment 6), a 6-foot tall fence would not completely screen equipment in the ground lease area from view. Planning staff recommends that the height of the screening fence be extended to completely screen equipment from view.

[Section 20-30.060\(C\)](#) requires an approved Minor Conditional Use Permit for solid fences exceeding six feet in height outside of a required setback in a residential zoning district. Planning staff has proposed to the Zoning Administrator a Minor Conditional Use Permit Condition of Approval that would approve additional fence height in excess of six feet subject to approved Minor Design Review.

#### Noise Ordinance

[City Code Chapter 17-16—Noise](#) establishes ambient-based noise level criteria for zoning districts. Noise-emitting equipment is proposed for the ground lease area, and that area is approximately 40 feet from adjacent parcels zoned R-1-6.

In R-1 and R-2 Zoning Districts, base ambient noise levels range from 45-55 decibels (dB) depending on time of day ([Section 17-16.030](#)), and [Section 17-16.120](#) prohibits operation of: “any machinery, equipment, pump, fan, air-conditioning apparatus or similar mechanical device in any manner so as to create any noise which would cause the noise level at the property line of any property to exceed the ambient base noise level by more than five decibels.”

The Environmental Noise Analysis dated received by the City on January 16, 2018 (Attachment 8), evaluates project noise generation for equipment in the ground lease area and concludes that the maximum predicted outdoor equipment cabinet noise levels at the nearest residential property lines would be 46-48 dB at any given time. Based upon this evaluation, the proposed project would comply with the City’s Noise Ordinance.

#### Tree Removal

City Code Chapter 17-24, Article IV, requires an approved Tree Removal Permit for removal of trees on property proposed for development. Removal of an existing 12-inch non-Heritage tree is proposed to facilitate development of the ancillary equipment area. Planning staff recommends approval of the tree removal and has proposed a Minor Design Review resolution condition of approval requiring mitigation for removal of the tree in accordance with City Code.

#### Findings

[Zoning Code Section 20-52.030\(J\)](#) requires that the review authority make all required findings when approving Design Review. Based upon its review of information provided in the project application, Planning staff provides the following responses to each of the findings and recommends approval of this project’s design review.

- The design and layout of the proposed development is of superior quality, and is consistent with the General Plan, any applicable specific plan, applicable Zoning Code standards and requirements, the City’s Design Guidelines, architectural criteria for special areas, and other applicable City requirements *in that the proposed faux steeple is a unique design that is informed by the existing church building and reflects the character, context, and use of the existing church building in its scale, style, materials, and form;*

- The design is appropriate for the use and location of the proposed development and achieves the goals, review criteria and findings for approval as set forth in the framework of Design Review, *in that the design's form and massing are appropriate for its location and use; it is an identifiable and meaningful expression of the building's function; and it incorporates materials and details that are complimentary to the existing church building;*
- The design and layout of the proposed development will not interfere with the use and enjoyment of neighboring existing or future developments, *in that the form and massing of the proposed design does not block or substantially alter scenic resources in the City of Santa Rosa, create shadows on adjacent properties, or limit future development of the subject parcel or surrounding parcels;*
- The architectural design of the proposed development is compatible with the character of the surrounding neighborhood, *in that the proposed design exhibits a strong relationship to the existing church building and is recognizable as accessory to that structure;*
- The design of the proposed development will provide a desirable environment for its occupants, visiting public, and its neighbors through the appropriate use of materials, texture, and color, and would remain aesthetically appealing and be appropriately maintained, *in that the proposed design reflects thoughtful consideration and a contextual response to its role and function through its form, massing, use of materials and colors, and articulated façade/exterior, resulting in an aesthetically appealing structure;*
- The proposed development will not be detrimental to the public health, safety, or welfare or materially injurious to the properties or improvements in the vicinity, *in that the proposed design complies with all applicable Zoning Code regulations and is reflective of applicable Design Guidelines for a faux steeple structure attached to a primary building.*
- The proposed project has been reviewed and found in compliance with the California Environmental Quality Act (CEQA) and *qualifies for exemption pursuant to CEQA Guidelines Section 15301, Class 1 exemption for Existing Facilities; a Section 15303, Class 3 exemption for New Construction or Conversion of Small Structures; and a Section 15304, Class 4 exemption for Minor Alterations to Land, in that Section 15301*

*exempts additions to existing structures provided that the addition will not result in an increase of more than 50% of the floor area of the structure before the addition, or 2,500 square feet, whichever is less. The floor area of the proposed faux steeple is 144 square feet, which is less than 1.0% of the total building floor area. Section 15303 exempts construction and location of a limited number of new small facilities or structures including accessory structures. Although attached to the church building, the proposed faux steeple does not result in an increase in habitable space. Section 15304 exempts minor alterations in the condition of land, water, and/or vegetation that do not involve the removal of healthy, mature, scenic trees except for forestry or agricultural purposes. Project proposes removal of one (1) non-Heritage healthy mature tree; however, the tree to be removed is not protected or scenic.*

4. Design Guidelines

City Design Guidelines do not specifically address steeple or tower structures. The prominence and visibility of the proposed faux steeple structure require a strong dimensional relationship to the existing structure and compatibility of proposed materials, color(s), and design details with the church building. This is the primary reason that the project has been elevated to review by the Design Review Board. The Building Design Guidelines for Retail Centers and Commercial Districts provide several applicable guidelines for this project.

**A(1) Design buildings specifically for the sites they are intended to occupy.**

*The faux steeple is a unique design that is informed by the existing church building. Some dimensions, such as height, are constrained by functional requirements of its intended use; however, the overall dimensions and design characteristics of the proposed faux steeple demonstrate a strong relationship with the existing church building and reflect its generally perceived primary role as a church faux steeple.*

**A(2) Design buildings to fit into the character and context of the surrounding area in terms of scale, style, use of materials, form, etc.**

*The proposed design reflects the character, context, and use of the existing church building in its scale, style, materials, and form.*

**A(3) Design buildings to provide visual interest and articulate facades to reduce massive scale and uniform impersonal appearance.**

*The proposed design's articulated façade/exterior stimulates visual interest and creates a unique appearance that is complementary to the*

*existing church building.*

**A(4) Develop a sense of architectural continuity.**

*The proposed design seeks to complement the existing building's design but not emulate its design. It is recognizable as a contemporary addition to the church building while reflecting important design elements of the existing structure.*

**D(7) Integrate or hide attached structures such as antennas into the structure or screen from view.**

*Building-mounted antennae would be mounted to the interior of the steeple structure and not visible from the exterior. Ancillary equipment cabinets are located toward the rear of the parcel and screened from view by fencing.*

**D(9) Design accessory site elements to be compatible with the architecture of the main building.**

*Although the proposed faux steeple is connected to the primary building, it is functionally an accessory structure to the religious facility. The faux steeple design seeks to be compatible with and complimentary to the existing church building without mimicking the current design so that it accurately expresses the evolution of the church building structure.*

5. Neighborhood Comments

Neighborhood meeting comments and comments received via correspondence focus on two primary issues with the project: (1) the proposed building-mounted minor telecommunications facility land use, and (2) the design and location of the proposed faux steeple.

**Proposed building-mounted minor telecommunications facility land use**

Issue(s): Those objecting to the proposed use of the land for a building-mounted telecommunications facility questioned if the facility is necessary and referred to potential health impacts of locating a facility within close proximity to residential land uses.

Response: [Zoning Code Section 20-44.060\(E\)](#) requires that area development, service area, and network maps, alternative site or location analysis, and NIER exposure information are included in the application submittal. Attachment 4 – Project Narrative/Analysis documents the applicant's service objective, identifies a significant coverage gap and demonstrates how the proposed facility would address the coverage gap,

*reviews the results of the alternative site analysis conducted and demonstrates that no collocation opportunities exist.*

*Attachment 7 – Verizon Wireless Proposed Base Station Study (Radiofrequency Study) reports that based upon the results of the study, the maximum RF exposure level due to the proposed Verizon operation is calculated to be 3.7% of the applicable public exposure limit for persons on the ground and 0.76% of the applicable public exposure limit at the second-floor elevation of any nearby building. United States Code Title 47—Telecommunications, Section 332(c)(7) provides that “[n]o State or local government or instrumentality thereof may regulate the placement, construction, and modification of personal wireless service facilities on the basis of environmental effects of radio frequency emissions to the extent that such facilities comply with the [FCC’s] regulations concerning such emissions.” Pursuant to the subject Radiofrequency Study, the proposed project complies with FCC regulations concerning radio frequency emissions.*

*The proposed minor telecommunications facility use complies with all applicable regulations contained in the current Zoning Code.*

### **Design and location of the proposed faux steeple**

Issue(s): Those objecting to the design and location of the proposed faux steeple questioned why the faux steeple is needed, expressed concern about the proposed height of the faux steeple, or suggested that the faux steeple be moved to the rear or side of the church building.

*Response: The proposed faux steeple is allowed by the current Zoning Code subject to approved Design Review and applicable regulations. A steeple or tower structure is a typical and recognizable feature of many church structures, and the proposed steeple structure reflects the current use of the property and existing building.*

*The original proposed height of the faux steeple was 62 feet. In response to expressed concerns about the height of the faux steeple, the applicant has submitted revised plan that proposes a reduction in height to 54 feet. The prominence and visibility of the proposed faux steeple structure require a strong dimensional relationship to the existing structure and compatibility of proposed materials, color(s), and design details with the church building. In accordance with the authority granted to the Director by Zoning Code § 20-60.080(B)(8), the Director has referred Minor Design Review to the Design Review Board for review at a public hearing.*

6. Public Improvements/On-Site Improvements

No public improvements are required for this project. On-site improvements include the installation of a gravel walkway extending from the access easement to the ground lease area.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) environmental review pursuant to Section 15301, Class 1 exemption for Existing Facilities; Section 15303, Class 3 exemption for New Construction or Conversion of Small Structures; and Section 15304, Class 4 exemption for Minor Alterations to Land, of the Guidelines for Implementation of the California Environmental Quality Act (CEQA).

Section 15301 exempts additions to existing structures provided that the addition will not result in an increase of more than 50% of the floor area of the structure before the addition, or 2,500 square feet, whichever is less. The floor area of the proposed faux steeple is 144 square feet, which is less than 1.0% of the total building floor area. Section 15303 exempts construction and location of a limited number of new small facilities or structures including accessory structures. Although attached to the church building, the proposed faux steeple does not increase result in an increase in habitable space and is accessory to the primary church building structure. Section 15304 exempts minor alterations in the condition of land, water, and/or vegetation that do not involve the removal of healthy, mature, scenic trees except for forestry or agricultural purposes. Project proposes removal of one (1) non-Heritage healthy mature tree; however, the tree to be removed is not protected or scenic.

There is no substantial evidence that the proposed project involves unusual circumstances, including future activities, resulting in or which might reasonably result in significant impacts which threaten the environment. Staff reviewed the exceptions to the categorical exemptions set forth in CEQA Guidelines section 15300.2 and noted that subsection (f) Historical Resources may be applicable to this project because the structure is at least 45 years old based upon City GIS aerial footage data from 1963. A Historic Resource Evaluation (HRE) prepared in compliance with City of Santa Rosa HRE Preparation Guidelines was requested and subsequently submitted by the applicant (see Attachment 11 – Built Environment Evaluation). The HRE concludes that the church building is recommended “not eligible” for listing on the National Register of

Historic Places or the California Register of Historic Places in that no historic property is present and it is not a historic resource under CEQA. It notes that while former Community Baptist Church pastor, Reverend James Coffee, is recognized for his pioneering contributions to local advocacy efforts in the areas of human rights, child advocacy, racial equality, and integration movements from 1963-2010, his involvement with the church structure located at 1620 Sonoma Avenue did not occur until after the structure's period of significance (1945-1970) when the Community Baptist Church congregation held its first service at 1620 Sonoma Avenue on September 9, 1990.

Based upon the evidence presented in the HRE, Staff concluded that neither subsection (f) nor any other exceptions are applicable and there is no reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances. This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

#### BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Waterways Advisory Committee reviewed the project proposal on June 28, 2018. The Committee confirmed that all proposed project elements are located outside of the required 30-foot creekside setback and provided the following recommendations:

- Work with the City's Code Enforcement Office to determine if the outbuildings adjacent to the creek within the 30-foot creekside setback were legally constructed. If they were not legally constructed, the property owner should address the issue prior to discretionary permit approvals for this project.
- Work with the City's Code Enforcement Office and applicant/property owner to clean up the debris currently located on the site and within the creek setback area. Consider adding a condition of approval to discretionary approvals requiring project site clean-up if necessary.
- Consider a fencing material for the ground lease area that is not chain-link.
- Require that no paved surface shall be installed within any portion of the ground lease area access easement located within the 30-foot creekside setback area.

Planning staff and a Code Enforcement officer met with the property owner to review the Committee's recommendations related to clean-up of the setback area, and the property owner and applicant have been advised that clean-up of the setback area will be required prior to issuance of a building permit for the proposed project. Planning staff has proposed to the Zoning Administrator a Minor Conditional Use Permit

Condition of Approval the ground area within the 30-foot creekside setback be cleared of all debris, including unpermitted accessory structures, as determined by Code Enforcement, prior to the issuance of any project building permit(s).

The applicant has responded to project-specific recommendations by proposing alternate fencing for the ground lease area and a non-paved surface for that portion of a proposed walkway within the access easement.

### NOTIFICATION

The project was noticed as a public hearing per the requirements of Chapter 20-66 of the City Code. Notification of this public hearing was provided by posting an on-site sign, publishing notice in a newspaper of general circulation, mailed notice to surrounding property owners, electronic notice to parties that had expressed interest in projects taking place in this geographic area of Santa Rosa, and bulletin board postings at City Hall and on the City website. Pursuant to Government Code Section 65091, where necessary, the City has incorporated notice procedures to the blind, aged, and disabled communities. These procedures include audio amplifier/assistive listening device support at public meetings, closed captioning, and optical character recognition conversion of electronic notices.

### ISSUES

There are no unresolved issues remaining with the project.

### ATTACHMENTS

- Attachment 1 Disclosure Form dated received by the City on January 16, 2018
- Attachment 2 Location Map dated received by the City on January 30, 2018
- Attachment 3 Neighborhood Context Map dated received by the City on January 30, 2018
- Attachment 4 Project Narrative/Analysis dated received by the City on January 16, 2018
- Attachment 5 Revised Project Narrative and Proposed Design Analysis dated received by the City on November 21, 2018
- Attachment 6 Revised Project Plan Set dated received by the City on November 20, 2018
- Attachment 7 Photosimulations dated received by the City on November 21, 2018
- Attachment 8 Environmental Noise Analysis dated received by the City on January 16, 2018

- Attachment 9 Verizon Wireless Proposed Base Station (Site No. 295591  
“Montgomery HS”) Statement of Hammett & Edison, Inc., Consulting  
Engineers, Radiofrequency Study, dated received by the City on  
January 16, 2018, with memorandum dated received by the City on  
November 21, 2018.
- Attachment 10 Coverage Analysis dated received by the City on January 16, 2018
- Attachment 11 Built Environment Evaluation of the Community Baptist Church,  
Montgomery High School B/FUZE 5052688 Project, City of Santa  
Rosa, Sonoma County, California, prepared by Cogstone:  
Paleontology, Archaeology, History. Dated received by the City on  
November 15, 2018
- Attachment 12 Public Correspondence
- Resolution

CONTACT

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