



June 17, 2020

Ms. Shari Meads, City Planner  
Planning and Economic Development  
City of Santa Rosa  
100 Santa Rosa Avenue, Room 3  
Santa Rosa, CA 95404

**RE: Plaza Temporal (Mitote Food Park) DR19-030  
Responses to Appellant Comments in advance of the June 18, 2020 Design Review  
Board Hearing to the appeal of the Zoning Administrators determination**

Dear Ms. Meads:

Mid-Pen Housing ("Mid-Pen") and the Sonoma County Community Development Commission ("CDC") are providing responses to the attached commentary submitted to the City of Santa Rosa Planning staff regarding the Plaza Temporal.

**Staff Analysis**

1. Eight recycling and trash receptacles will be placed throughout the site, near the entrances and exits. If more are needed, the operator will add more. The CDC will continue to hire a janitorial company to pick up trash in the rest of the parking lot.
2. We don't understand the question, the word transitional is not referenced or used in the staff analysis.

**Mid-Pen Letter of December 10, 2019**

1. The existing drive aisle running north to south along the former Albertson's pad will be maintained. The north edge of the Plaza Temporal project will generally align with the existing northern most parking spaces. The existing drive aisle is approximately 27-feet in width from the edge of the parking spaces to the edge of the striped crossing or edge of concrete of the demolished building walkway.
2. Security will vary depending on the day of the week. One security guard will be used when the project is open in the evenings, and two will be used during events.
3. See the attached insurance requirements for the tenant and all food trucks accessing the site. The Operator (Notre Mire, Inc.) is responsible for confirming that all trucks are properly insured and licensed. The CDC lease with Notre Mire, Inc. also addresses insurance requirements.
4. A large 20' by 20' covered trash enclosure will be built as part of the project. Food trucks will provide their own trash and recycling containers for their customers and large collection bins will be provided in the trash enclosure. The food trucks will empty their trash into the bins on a daily basis. Regular collection service will be provided by Recology.
5. Food trucks will be licensed by the Sonoma County Health Department. Electrical hookups will be provided for the trucks, and potable water will be available. No sewer hookups will be provided for the food trucks. The trucks will all be standalone and self-sufficient.

6. Two ADA restrooms will be provided for customers and employees of the food trucks. The restrooms will be locked and open to customers only. When larger events are programmed, additional porta potties will be brought in to meet the demand from the larger crowds. The Santa Rosa Building Code requires two fixtures for the anticipated occupancy load of 99.
7. Staff will be onsite at all times when the project is open to monitor the food trucks.
8. CDC will continue to employ a roving security guard to remove unauthorized vendors from the parking lot. Notre Mire, Inc. (the operator) will also assist in patrolling the parking lot to discourage unauthorized uses.
9. The plans and drawings submitted as part of the application show the food trucks, vehicular access, and the location and configuration of the seating and the bar.
10. The plans and drawings show the vehicular ingress and egress to the site from the surrounding internal circulation network which will not be changed as part of this project. The plans also show the existing parking adjacent to the Plaza Temporal (on both the east and west side) to remain as a part of the Plaza Temporal project. The roadways will be reconfigured as part of the Roseland Village master developer project, but Plaza Temporal will remain in its original configuration.
11. ADA restrooms will be provided as required by the City of Santa Rosa. Notre Mire, Inc. (the operator) will monitor the occupancy of the site.

We agree with the Zoning Administrator's determination that the design and layout of the project will not interfere with the use or enjoyment of neighboring existing or future developments. We also agree with the Zoning Administrator's determination that the project will not be detrimental to the public health, safety or welfare or properties or improvements in the vicinity.

We are eager to move forward with this project which will provide a community benefit to the Roseland neighborhood and the City of Santa Rosa as a whole.

Sincerely,

DocuSigned by:

A handwritten signature in black ink that reads 'Kimberly Stephenson'.

DF4D1EEBAAA34B1...

Kimberly Stephenson

Senior Project Manager

cc: Barbie Robinson, Interim Executive Director, Sonoma County CDC