

CITY OF SANTA ROSA  
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT  
STAFF REPORT FOR PLANNING COMMISSION  
**October 8, 2020**

**PROJECT TITLE**

Solful Dispensary

**ADDRESS/LOCATION**

755 Farmers Lane, #140

**ASSESSOR'S PARCEL NUMBER**

014-850-001

**APPLICATION DATE**

June 3, 2019

**REQUESTED ENTITLEMENTS**

Conditional Use Permit (CUP)

**PROJECT SITE ZONING**

CO (Commercial Office)

**PROJECT PLANNER**

Adam Ross

**APPLICANT**

Eli Melrod

**PROPERTY OWNER**

Hassan Kazemini

**FILE NUMBER**

CUP19-052

**APPLICATION COMPLETION DATE**

October 21, 2019

**FURTHER ACTIONS REQUIRED**

N/A

**GENERAL PLAN DESIGNATION**

Office

**RECOMMENDATION**

Approval

Agenda Item # 10.1  
For Planning Commission Meeting: October 8, 2020

CITY OF SANTA ROSA  
PLANNING COMMISSION

TO: CHAIR CISCO AND MEMBERS OF THE COMMISSION

FROM: ADAM ROSS, INTERIM SENIOR PLANNER  
PLANNING AND ECONOMIC DEVELOPMENT

SUBJECT: SOLFUL CANNABIS RETAIL (DISPENSARY) AND DELIVERY  
CONDITIONAL USE PERMIT

AGENDA ACTION: APPROVE RESOLUTION

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RECOMMENDATION

The Planning and Economic Development Department recommends that the Planning Commission, by resolution, approve a Conditional Use Permit to allow a cannabis retail (dispensary) with delivery in a 1,665 square-foot suite of an existing mixed-use building located at 755 Farmers Lane, Suite 140.

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EXECUTIVE SUMMARY

Solful Dispensary (Project) seeks a Conditional Use Permit (CUP) that would allow a cannabis retail (dispensary) and delivery use (State license Type 10) within an existing mixed-use building. Retail and delivery hours of operation would be from 9:00 a.m. to 9:00 p.m., seven days a week, as allowed by Zoning Code Section 20-46.080(F)(4). No exterior modifications are proposed.

BACKGROUND

On December 19, 2017, the City Council unanimously adopted the City's Comprehensive Cannabis Ordinance. The regulations address the locational and operational requirements for commercial cannabis-related businesses, identifying the permit compliance path for both medical and adult cannabis uses. The ordinance allows the City to direct these land uses to appropriate areas of the City, and also establishes a public review process for permits and locational and operational requirements to address land use compatibility, odor, security, safety, health, lighting, parking and noise. The ordinance specifically addresses cannabis retail and delivery business, requiring a Major Conditional Use Permit in the Office Commercial (CO) Zoning Districts.

1. Project Description

The proposed Project is in the northeast quadrant of Santa Rosa on a 0.02-acre condominium parcel site in the Office Commercial (CO) zoning district. The proposed use would occupy a 1,665 square-foot suite in an existing mixed-use building constructed in 2007. The retail/dispensary and delivery use of the space would include a lobby area, retail area, office/break room, and an inventory room. In compliance with Zoning Code Section 20-46.080 (F)(4), the applicant proposes retail/dispensary and delivery hours of operation from 9:00 a.m. to 9:00 p.m. daily, with delivery service to customers in accordance with Bureau of Cannabis Control Regulations. No exterior modifications are proposed. Seven parking spaces are required for the use. The proposed retail/dispensary is located on a mixed-use site with 43 total shared parking spaces. The site provides adequate parking for all uses as specified in the parking section of this report.

A detailed description of the retail/dispensary and delivery operation is included in Attachment 3 – Project Description, provided by the applicant.

State Requirements

The applicant would hold a Type 10 State license, which allows operation of a commercial cannabis retail (dispensary) and delivery business. The Project would be required to adhere to State Bureau of Cannabis Control licensing and operating procedures, in addition to operational provisions of Zoning Code Chapter 20-46.

2. Surrounding Land Uses

North: CO (Office Commercial)

South: CO (Office Commercial)

East: CG (General Commercial)

West: R-1-6 (Single-Family Residential)

The site is located on Farmers Lane within a mixed-use building with office and general retail on the ground floor, and multi-family units above. The Project is located across the street from Montgomery Village, which hosts a mix of retail, restaurant, and business service uses, while the surrounding area's land uses are also a mix of commercial, office, and residential uses.

No other cannabis related uses are proximate to the Project site. The closest school is Montgomery High School, which is located on Hahman Avenue, approximately 750 feet from the proposed Project.

3. Existing Land Use – Project Site

The Project is located along Farmers Lane, within an existing 1,665 square-foot mixed-use commercial building developed in 2007. The previous use was as an

office. Currently, the site has 43 parking spaces located in the rear of the property. Other existing uses on the site include a Yogurt Time frozen yogurt store, a retail rug store, another office, and multi-family units above.

#### 4. Project History

June 3, 2019	Conditional Use Permit application submitted
July 26, 2019	Notice of Incomplete Application sent to applicant
Aug 12, 2019	Response to Incomplete Letter received by City Staff
June 3, 2019	Application was deemed complete
Aug 14, 2019	Neighborhood meeting held
Aug 30, 2019	Staff received updated application
Nov 6, 2019	An Issues Letter was sent to the applicant
Aug 27, 2020	Staff received all items required to resolve Issues

#### PRIOR CITY COUNCIL REVIEW

Not applicable.

#### ANALYSIS

The Project proposes establishment of a cannabis retail/dispensary with delivery use in the Office Commercial Zoning District. Adult use and medical cannabis retail/dispensary with delivery is an allowed use with an approved Major Conditional Use Permit.

#### 1. Santa Rosa General Plan 2035

The proposed project site's General Plan Land Use Designation is Office, which provides sites for administrative, financial, business, professional, medical, and public offices. The following General Plan goals and policies are applicable to the Project:

#### **LAND USE AND LIVABILITY**

- LUL-I-1 Provide a range of commercial services that are easily accessible and attractive, that satisfies the needs of people who live and work in Santa Rosa and that also attracts a regional clientele.
- LUL-J Maintain the economic vitality of business parks and offices, and Santa Rosa's role as a regional employment center.
- LUL-J-1 Maintain an adequate supply of employment centers in a variety of locations and settings to ensure the city's continued economic vitality.

## **ECONOMIC VITALITY**

- EV-A Maintain a positive business climate in the community.
- EV-A-1 Continue to promote Santa Rosa as the North Bay's premier location for technology, clean/green technologies, and entrepreneurial businesses, which create new products and business models that will attract national and international markets.
- EV-A-5 Maintain diversity in the types of jobs available in Santa Rosa to lessen the impact of economic cycles.
- EV-D-2 Continue to promote Santa Rosa's role as a regional center.

The Zoning Code specifically identifies the Office Commercial (CO) zoning district as a district appropriate for cannabis retail/dispensary and delivery. Although Cannabis uses are not explicitly addressed in the General Plan, the CO zoning district allows other uses with operational patterns similar to the operational patterns (i.e. traffic, parking, hours of operation) of cannabis retail and delivery, including pharmacies, restaurants (including those serving alcohol), and neighborhood centers.

Commercial cannabis retail/dispensary and delivery use is consistent with the General Plan goals and policies of the Office Land Use Designation. Specifically, the proposed dispensary would assist in maintaining the economic viability of the area; broaden the available positions for both full- and part-time employment within the City; and provide a valuable commercial service, while ensuring compatibility with the surrounding neighborhoods through proposed conditions of approval and operational and security measures.

### **2. Other Applicable Plans**

Not applicable.

### **3. Zoning**

The Project site is within the Office Commercial (CO) zoning district, which is consistent with the Office General Plan land use designation. Surrounding zoning districts include:

North: Office Commercial  
South: Single Family Residential (R-1-6)  
East: Multi-Family Residential (R-318)  
West: Office Commercial

Zoning Code Section 20-23.020(A) describes the purposes of the Office Commercial zoning district and the manner in which the district is applied as follows:

*CO (Office Commercial) district. The CO zoning district is applied to areas appropriate for administrative, business, financial, medical, professional, and public office uses, together with similar and related compatible uses. Residential uses may also be accommodated as part of mixed use projects. The CO zoning district is consistent with and implements the Office land use classification of the General Plan.*

Cannabis retail/dispensary and delivery is an allowed use in the CO zoning district, subject to discretionary approval of a Conditional Use Permit, when setback no less than 600 feet from a school and from any other cannabis retail use and permitted by the City of Santa Rosa. "School" as defined by Health and Safety Code Section 11362.768 applies to this section of the Zoning Code.

Zoning Code Chapter 20-46 provides operational requirements for commercial cannabis facilities. The project narrative demonstrates the applicant's building improvement plan and operational plan for compliance with standards relating to requirements of the Zoning Code including licensing, security, lighting, odor control and noise.

#### **Section 20-46.050 General operating requirements**

- A. **Dual licensing.** The applicant is required to demonstrate local authorization prior to obtaining a State Cannabis Operator license. Approval of this application for a Conditional Use Permit to operate a cannabis retail/dispensary with delivery is a necessary step in order to comply with the dual licensing requirement. The application reflects a thorough understanding of required compliance with local and state regulations.
- B. **Minors.** Access to the retail area will be limited to individuals who are at least 21 years of age, or who are at least 18 years of age with a valid physician's recommendation.
- E. **Inventory and tracking.** The applicant has provided policies and procedures for the inventory and tracking of cannabis and cannabis products, as well as maintenance of associated records. In addition, Solful will perform a reconciliation of its inventory at least once every 14 days and shall be made available to the California Cannabis Bureau upon request.
- F. **Building and fire permits.** The project application has been reviewed by the Building and Fire departments and has been conditioned as necessary by those departments. The applicant demonstrates a clear understanding of what is required to comply with Building and Fire Code requirements and is required to obtain building permits for any interior improvements.
- G. **Security.** Zoning Code Section 20-46.050(G) requires cannabis businesses to provide adequate security to ensure the public safety, and safety of persons in the facility to protect the business premises from theft. Cannabis business applications are required to provide a security plan that includes lighting and alarms, secure storage and waste, procedures for the safe

transportation of products and currency, controlled building access and emergency access. The applicant has provided a detailed security plan that includes the following security enhancements:

1. **Security Cameras:** The applicant will install security cameras to monitor the interior and exterior of the building; the cameras will run 24 hours a day, be maintained in good working condition, comply with standard industry format to support criminal investigations, and will be maintained for 90 days;
  2. **Alarm System:** The applicant will install a professionally monitored alarm system, and the alarm will be registered with the City of Santa Rosa in accordance with City Code Section 6-68.130.
  3. **Secure Storage Waste.** All cannabis products and any cannabis waste will be stored in an area secured with commercial-grade non-residential locks. All waste removal shall be done by vendors on a prescheduled basis and comply with the State's Track and Trace system.
  4. **Transportation.** Deliveries will be scheduled in advance, will only be delivered to a physical address and will be performed by a retail/dispensary employee. The vehicle(s) used for the delivery of cannabis goods will be outfitted with a dedicated Global Positioning System (GPS) device for identifying the geographic location of the delivery vehicle.
  5. **Locks.** The proposed floor plan includes commercial grade security windows, doors and locks at all entrances, exits, and access points to restricted areas.
  6. **Emergency Access.** All security measures are designed to ensure emergency access is available in compliance with California Fire Code and Santa Rosa Fire Department standards.
- H. **Odor Control.** Zoning Code Section 20-46.050(H) requires cannabis businesses to "incorporate and maintain adequate odor control measures such that the odors of cannabis cannot be detected from outside the structure in which the business operates." The applicant has provided a certified Odor Mitigation Plan prepared by Andrew Souza from TEP Engineering, a licensed professional mechanical engineer, dated August 30, 2019. The plan includes a Maintenance Plan and Engineering Controls Procedures. The Engineering Controls include installation of activated carbon filter canisters or inline filters on exhaust systems and installation of activated carbon inline filters on recirculating air system. In addition, the applicant has identified staff training procedures in its Project Description.
- I. **Lighting.** The applicant has indicated that exterior lighting systems will be provided for security purposes in a manner sufficient to provide illumination and clear visibility to all outdoor areas of the premises, including all points of ingress and egress. Interior lighting systems will be fully shielded and include adequate coverings on windows, to confine light and glare to the interior of

the structure. The project will comply with the City of Santa Rosa's Lighting Ordinance found in Zoning Code Section [20-38.050](#).

- J. **Noise.** The applicant has indicated that they have consulted HVAC engineers to ensure the project fully complies with Chapter 17-16 (noise) of Santa Rosa City Code.

#### **Section 20-46.080 Cannabis Retail (Dispensary) and Delivery Requirements**

- A. **Conditional use.** An application has been made for a Conditional Use Permit to operate a cannabis retail/dispensary and delivery, and the application clearly indicates that the use is for medical and adult use retail with delivery.
- B. **Delivery Services.** Delivery Services are proposed in conjunction with this application for a retail/dispensary operation and with a retail storefront that is open to the public. The application provides an operational plan for delivery services that demonstrates compliance with local regulations and Bureau of Cannabis Controls Regulations.
- D. **Location Requirements.** In addition to those location requirements established in Allowable Land Use Table 2-6, Cannabis Retail is subject to these additional location requirements:
1. **Overconcentration.** The Zoning Code limits geographic concentration of cannabis retail facilities (dispensaries) by prohibiting dispensaries within 600 feet of each other. There are no other cannabis retail facilities within 600 feet of the subject site; therefore, the Project site is not located in an "over-concentration" area.
  2. **Setback to Schools.** City and State regulations prohibit establishment and operation of cannabis retail/dispensaries within 600 feet of a K-12 school as defined by Health and Safety Code Section 11362.768. The project site is more than the required setback of 600 feet from the closest school, which is Montgomery High School located at 1250 Hahman Dr. The project is required to comply with [Section 20-46.080\(F\)\(10\)](#) which prohibits advertising or marketing of cannabis products on an advertising sign within 1,000 feet of a school providing instruction in kindergarten or any grades 1 through 12.
  3. **Visibility of entrance.** The dispensary storefront is visible from Farmers Lane. The building entrance to the dispensary is clear and legible.
- E. **Edible products.** The applicant has acknowledged that will meet all Department of Public Health's requirements for the proposed cannabis retail dispensary and delivery use.
- F. **Operational Requirements.** The application demonstrates compliance with all operational requirements by providing an operational plan. The project proposes hours of operation from 9:00 a.m. to 9:00 p.m. daily for both retail sales and delivery in compliance with [Section 20-46.080\(F\)\(4\)](#).
- G. **On-site consumption.** No onsite consumption is proposed with this project.

### Parking

The mixed use site was approved and constructed with a parking modification pursuant to Zoning Code Section [20-36.050\(A\)](#), which allows for a 50% reduction of required parking for either residential or retail spaces, whichever is smaller, or up to a 75% reduction of required parking for residential and office space, whichever is smaller. The mixed use project site contains 12 two-bedroom residential units, 2 one-bedroom units, one office space, and two general retail spaces. The residential units would require 33 parking spaces while 17 parking spaces would be required for the commercial and office spaces (same 1:250 parking ratio for each use) for a total of 50 parking spaces (see Table 2 – Parking Summary below). Because the retail parking requirement is smaller than the residential parking requirement, the project is allowed a 50% reduction in the amount of required retail parking spaces.

Applying the 50% reduction to the retail and offices spaces reduces the 17 spaces down to 9 total parking spaces required for the retail and office uses, resulting in a total of 42 required parking spaces for the site. There are currently 43 parking spaces on the site; therefore, the site is adequately parked for all uses.

In addition to Staff's parking analysis, the applicant submitted a Parking Analysis as part of its Focused Traffic Study (Study) dated September 28, 2020, prepared by W-Trans a licensed Traffic Engineering firm. In the analysis, W-Trans concludes that current on-site parking is adequate to serve the proposed project and existing uses.

Table 2 – Parking Summary			
Land Use	Units	Rate	Parking Spaces
<b>City Required Parking</b>			
Cannabis – Retail	1,665 sf	1 space/250 sf	6.7
General Retail	2,118 sf	1 space/250 sf	8.5
General Office	337 sf	1 space/250 sf	1.4
Apartment – 2 bedrooms	12 du	2.5 space/du	30
Apartment – 1 bedroom	2 du	1.5 space/du	3
Total City Requirements			49.6
Parking Reduction			-7.5
<b>Reduced City Requirements</b>			<b>*42.1 (42)</b>
<i>Proposed Supply</i>			43

Notes: sf = square feet; \*City Code requires rounding down to the nearest whole number for fractions below 0.5

Required Bicycle parking for cannabis retail (dispensary) uses is 1 per 5,000 square feet. Because this project is 1,665 square feet, one bicycle parking space is required. The Focused Traffic Study recommends two bicycle parking spaces be included as part of this application. Planning Staff has included a Condition of Approval requiring that the applicant install two bicycle parking spaces as recommended in the Focused Traffic Study.

## Traffic

The Focused Traffic Study indicates that the proposed Project would generate 36 PM Peak Hour trips. Per the City's Standard Guidance for the Preparation of Traffic Impact Analysis, an operational analysis is not required.

Table 1 – Trip Generation Summary											
Land Use	Units	Daily		AM Peak Hour				PM Peak Hour			
		Rate	Trips	Rate	Trips	In	Out	Rate	Trips	In	Out
Existing											
Small Office Building	1.665 ksf	16.19	27	1.92	3	3	0	2.45	4	1	3
Proposed											
Marijuana Dispensary	1.665 ksf	252.70	421	2.74*	5	4	1	21.83	36	18	18
Net New Trips (Proposed – Existing)			394		2	1	1		32	17	15

Note: ksf = 1,000 square feet; \* = custom rate based in data collection in the City of Santa Rosa

Because the project would be expected to generate fewer than 50 new trips during either peak hour, per the City's Standard Guidance for the Preparation of Traffic Impact Analysis, an operational analysis was not conducted.

In addition to the Trip Generation Summary, the Study reviewed traffic collisions in response to comments received by the neighboring residents. The study area was taken between Sonoma Avenue and Patio Court from the California Highway Patrol's (CHP) published data in their Statewide Integrated Traffic Records System (SWITRS) between September 1, 2014 through August 31, 2019. A total of 29 collisions occurred in the area resulting in a calculated collision rate of 2.34 per million vehicle miles (c/mvm). The 2.34 c/mvm is below the statewide average of 3.74 c/mvm from similar facilities collected from the data provided by the California Department of Transportation (Caltrans). Additionally, the Study found that no collisions were reported involving motorists pulling into or out of the project site within the recorded timeframe. In sum, the site's access and circulation are and will continue to perform acceptably.

### 4. Design Guidelines

No exterior modifications are proposed with this site. Any exterior modifications or additions would require design review approval.

### 5. Historic Preservation Review Standards

Not applicable.

### 6. Neighborhood Comments

A neighborhood meeting was held on August 24, 2019. There were five attendees including one member of the applicant team. Concerns are regarding parking, traffic, and proximity to schools.

7. Public Improvements/Onsite Improvements

No public improvements are required with this project.

FINDINGS REQUIRED FOR CONDITIONAL USE PERMIT

Decisions on conditional use permits are based on the six discretionary standards found in Zoning Code Section 20-.52.050(F). Applicable conditional use permit standards followed by a staff analysis of the project's compliance with the standards is as follows:

**A. The proposed use is allowed within the applicable zoning district and complies with all other applicable provisions of this Zoning Code and the City Code.**

Staff Response: The proposed commercial cannabis retail/dispensary and delivery use would occupy 1,665 square feet of an existing commercial building in the Office Commercial (CO) zoning district, which is allowed subject to Planning Commission approval of a Conditional Use Permit. The application complies with district requirements and all other applicable provisions of the Zoning Code and City Code.

**B. The proposed use is consistent with the General Plan and any applicable specific plan.**

Staff Response: The proposed commercial cannabis retail/dispensary and delivery use is consistent with the applicable underlying General Plan goals and policies related to economic vitality and the associated Office General Plan Land Use Designation that is implemented by the Office Commercial (CO) zoning district in which the proposed use is located.

**C. The design, location, size, and operating characteristics of the proposed activity would be compatible with the existing and future land uses in the vicinity.**

Staff Response: The proposed cannabis retail/dispensary with delivery use is allowed under Section 20-23.030 Table 2-6 with approval of a Conditional Use Permit. The Project is located within the Office Commercial (CO) zoning district. As such, the area is suitable for the use as proposed and the hours of operation are within those permitted in Section 20-46.080(F)(4).

The project site is developed for mixed uses, within a commercial corridor. The project complies with the general operating requirements for cannabis businesses and the operating requirements specific to medical and adult use cannabis retail dispensaries.

**D. The site is physically suitable for the type, density, and intensity of use**

**being proposed, including access, utilities, and the absence of physical constraints.**

Staff Response: The proposed use would be located entirely within an existing 1,665 square-foot suite of an existing mixed-use building. Adequate vehicular access to the site is provided from Farmers Lane. The project plans demonstrate compliance with all operational standards as specified in Chapter 20-46. The building and site, as conditioned, will be fully accessible pursuant to Americans with Disabilities Act (ADA) standards. All necessary utilities are available at the project site, including water, wastewater, storm drainage, gas and electric services.

**E. Granting the permit would not constitute a nuisance or be injurious or detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zoning district in which the property is located.**

Staff Response: The proposed project would be consistent with the land uses along Farmers Lane, which contains a variety of office, commercial, and residential uses. The Odor Mitigation Plan has been certified by a licensed engineer ensuring that the Project will effectively prevent cannabis odors from escaping the interior suite.

A Focused Traffic Study by W-Trans, dated September 28, 2020, indicates that the proposed use would not cause safety concerns as it relates to traffic, parking, access, and circulation to the site.

As required in Section 20-46.050(G), the applicant has provided a Security Plan. The applicant has indicated that in accordance with Bureau of Cannabis Control Regulations Section 5045, security personnel will be provided. The facility will have a comprehensive surveillance system monitored by an outside agency 24/7. All cannabis product waste will be stored in a manner that prevents diversion, theft, loss, hazards and nuisance.

The subject property is located approximately 750 feet from the parcel lines of Montgomery High School, which exceeds the minimum 600-foot separation required under both State of California and the City of Santa Rosa regulations.

Per Section 20-46.050(E), the project is subject to Building and Fire permits. Additionally, an annual Fire Department Operational Permit is required, and the project must meet Health and Safety Code requirements.

## FISCAL IMPACT

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

## ENVIRONMENTAL IMPACT

- The proposed project has been reviewed in compliance with the California Environmental Quality Act (CEQA) and staff has determined that the project qualifies

for Class 1 Categorical Exemption under CEQA Guidelines Section 15301 in that the project is located within an existing structure involving a negligible expansion of an existing use that will not result in significant impact(s).

- The project qualifies for a Class 3 Categorical Exemption under CEQA Guidelines Section 15303 in that the project involves a change of use, which will require only minor interior modifications to the structure/site.
- The Project qualifies for a Class 32 exemption under California Government Code Section 15332 (In-fill Development Projects) of the State CEQA Guidelines in that:
  - The Project is consistent with Santa Rosa General Plan 2035 and the current City of Santa Rosa Zoning Code;
  - The Project is located within City of Santa Rosa jurisdiction, on a project site of no more than five acres substantially surrounded by urban uses;
  - The Project site has been previously developed and has no value as habitat for endangered, rare or threatened species;
  - The Project will not result in any significant effects relating to traffic, noise, air quality, or water quality as indicated in the Focused Traffic Study Provided by W-Trans, dated September 28, 2020 and the Odor Mitigation Plan by TEP Engineering dated August 30, 2019; and
  - The Project site is located in a developed area where it can be adequately served by all required utilities and public services. City staff has reviewed the plans and conditions the project appropriately.
- The City has further determined that no exceptions to the exemptions apply and there is no reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances (CEQA Guidelines Section 15300.2.)

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

Not applicable

#### 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.

### ATTACHMENTS

- Attachment 1: Disclosure Form
  - Attachment 2: Location Map
  - Attachment 3: Project Description received August 30, 2019
  - Attachment 4: Project Plans, received April 30, 2020
  - Attachment 5: Focused Traffic Study prepared by W-Trans, September 28, 2020
  - Attachment 6: Odor Control Plan, prepared by TEP Engineering, dated August 30, 2019
  - Attachment 7: Public Correspondence as of September 28, 2020
- Resolution: Conditional Use Permit and Exhibit A

### CONTACT

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