City of Santa Rosa

City Hall, Council Chamber,
100 Santa Rosa Avenue
Santa Rosa, CA 95404

Zoning Administrator
Regular Meeting Minutes - Final

Thursday, September 10, 2026 **10:30 AM**

1. CALL TO ORDER

Zoning Administrator Conor McKay called the meeting to order at 10:30 A.M.

2. APPROVAL OF MINUTES

2.1 Draft Minutes - August 27, 2026.

Approved as submitted.

3. PUBLIC COMMENT

None.

4. ZONING ADMINISTRATOR BUSINESS

None.

4.1 STATEMENT OF PURPOSE

Zoning Administrator McKay read aloud the Statement of Purpose.

4.2 ZONING ADMINISTRATOR REPORTS

None.

5. CONSENT ITEM(S)

None.

6. SCHEDULED ITEM(S)

6.1* PUBLIC MEETING - MINOR DESIGN REVIEW FOR A NEW DRIVE-THROUGH RESTAURANT BUILDING, LANDSCAPING AND ASSOCIATED SITE IMPROVEMENTS FOR THE PROPERTY LOCATED AT 131 COLLEGE AVENUE, SANTA ROSA, APN: 012-062-032. FILE NO. PRJ23-013

BACKGROUND: Minor Design Review to allow a new drive-through

restaurant building. The project also includes landscaping, pedestrian access improvements, and a new drive-through lane. The project is categorically and statutorily exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Sections 15332 and 15183.

PROJECT PRESENTER: Suzanne Hartman, City Planner

RECOMMENDATION: The Planning and Economic Development Department recommends that the Zoning Administrator, by resolution, approve a Minor Design Review Permit to allow a new drive-through restaurant building with associated site improvements, at 131 College Avenue.

Ex Parte Disclosure: None.

Project Planner Suzanne Hartman presented.

Zoning Administrator McKay opened and closed the public comment.

ZONING ADMINISTRATOR MCKAY APPROVED AS SUBMITTED THE RESOLUTION NO. ZA-RES-2026-035, ENTITLED:

RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING MINOR DESIGN REVIEW FOR A NEW DRIVE-THROUGH RESTAURANT BUILDING, LANDSCAPING AND ASSOCIATED SITE IMPROVEMENTS FOR THE PROPERTY LOCATED AT 131 COLLEGE AVENUE, SANTA ROSA, APN: 012-062-032, FILE NO. PRJ23-013

7. ADJOURNMENT

Zoning Administrator adjourned the meeting at 10:41 A.M.

Approved on: September 24, 2026

/s/ Tara Corrales, Recording Secretary