



**Planning Commission  
Meeting Minutes - Final**

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Thursday, June 9, 2022

4:30 PM

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**1. CALL TO ORDER AND ROLL CALL**

Chair Weeks called the meeting to order at 4:30 p.m.

**Planning Commission Roll Call:**

**Present** 4 - Chair Karen Weeks, Commissioner Jeffrey Holton, Commissioner Jeff Okrepkie, and Commissioner Patti Cisco

**Absent** 3 - Vice Chair Julian Peterson, Commissioner Charles Carter, and Commissioner Vicki Duggan

**Housing Authority Roll Call:**

**Present** 6 - Chair Diane Test, Commissioner Jeffrey Burke, Commissioner Wayne Downey, Commissioner Thomas LaPenna, Commissioner Scott McWhorter, and Commissioner Yvonne Rawhouser

**Absent** 1 - Vice Chair Jeffrey Owen

**2. STUDY SESSION**

**2.1 STUDY SESSION - DRAFT 2023-2031 HOUSING ELEMENT REVIEW**

**BACKGROUND:** Study Session to review the draft 2023-2031 Housing Element. The purpose of this meeting is to provide an overview of the draft Housing Element and receive public comment before the draft is submitted to the State Housing and Community Development Department. The Housing Element includes a housing needs assessment, evaluation of the existing housing element, housing site inventory analysis, fair housing assessment, potential and actual government constraints analysis, analysis of the Growth Management Ordinance, and housing implementation goals, policies, and programs to support housing production, housing affordability, and housing for special needs populations, among other topics. This presentation will

include an analysis of how the City will meet objectives of the Regional Housing Needs Allocation.

The Housing Element will come back for final action in January 2023, after the review by the State Housing and Community Development Department has been completed.

PRESENTING PLANNER: Amy Lyle

Chair Weeks opened the joint Planning Commission/Housing Authority study session.

Staff and the consultant team presented.

Staff and the consultant team responded to Commissioner inquiries.

Chair Weeks opened public comment.

George McKinney shared concerns regarding the Housing Element.

Carol Pence shared concerns regarding the Housing Element.

Crystal Antoine shared concerns regarding the Housing Element.

Gregory Fearon spoke regarding the Housing Element.

Margaret DeMatteo spoke shared concerns regarding the Housing Element.

Duane DeWitt shared concerns regarding the Housing Element and the outreach done for the General Plan Update.

Deborah McKay requested that hard copies be made available to the community.

Chair Weeks closed the public comment period.

Staff responded to Commissioner inquiries.

Housing Authority Commissioners provided comments and feedback.

Planning Commissioners provided comments and feedback.

**ADJOURN SPECIAL JOINT MEETING OF THE PLANNING COMMISSION AND THE HOUSING AUTHORITY AND RECONVENE TO THE PLANNING COMMISSION SCHEDULED ITEMS.**

Chair weeks closed the joint Planning Commission/Housing Authority study session at 6:46 p.m.

Chair Weeks recessed the meeting at 6:46 p.m. and reconvened the meeting at 6:52 p.m.

**3. APPROVAL OF MINUTES**

None.

**4. PUBLIC COMMENTS**

Duane DeWitt spoke regarding public outreach.

**5. COMMISSION BUSINESS**

**5.1 STATEMENT OF PURPOSE**

Chair Weeks read aloud the Statement of Purpose.

**5.2 COMMISSIONER REPORTS**

None.

**5.3 OTHER (i.e. VICE CHAIR ELECTION, NEW MEMBER INTRODUCTIONS)**

None.

**6. DEPARTMENT REPORTS**

Staff Liaison Hartman presented.

**7. STATEMENTS OF ABSTENTION BY COMMISSIONERS**

None.

## 8. CONSENT ITEM(S)

None.

## 9. SCHEDULED ITEM(S)

### 9.1\* PUBLIC HEARING - CHERRY RANCH DEVELOPMENT - PLANNING PROJECT - 930 FRESNO AVE - PRJ20-018

BACKGROUND: The proposed Cherry Ranch Subdivision project requires the adoption of an Addendum to the Southwest Area Projects Subsequent Environmental Impact Report, approval of a Minor Conditional Use Permit for the construction of a small lot subdivision, and approval of a Tentative Map for the creation of 67 lots to accommodate residential development. The project proposes to construct 67 single-family dwellings - 62 single-family attached (duplex) dwellings and five single-family detached dwellings - in a small lot subdivision proposed to be located at a currently undeveloped parcel.

PROJECT PLANNER: Conor McKay

PRESENTING PLANNER: Monet Sheikhali

Ex Parte Disclosure: None.

Planner Monet Sheikhali presented.

Staff and Applicant Representatives responded to Commissioner inquiries.

Chair Weeks opened and closed the Public Hearing at 7:23 p.m.

**A motion was made by Commissioner Okrepkie, seconded by Commissioner Cisco, to waive reading of the text and adopt:**

**RESOLUTION NO. PC2022-010 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA ADOPTING AN ADDENDUM TO THE SOUTHWEST AREA PROJECTS SUBSEQUENT ENVIRONMENTAL IMPACT REPORT (STATE CLEARINGHOUSE NO. 2002092016) FOR THE CHERRY RANCH SUBDIVISION, LOCATED AT 930 FRESNO AVENUE - ASSESSOR'S PARCEL NUMBER(S) 035-101-004 - FILE NUMBER PRJ20-018**

**The motion carried by the following vote:**

**Yes:** 4 - Chair Weeks, Commissioner Holton, Commissioner Okrepkie and Commissioner Cisco

**Absent:** 3 - Vice Chair Peterson, Commissioner Carter and Commissioner Duggan

**A motion was made by Commissioner Okrepkie, seconded by Commissioner Cisco, to waive reading of the text and adopt as amended:**

**RESOLUTION NO. PC2022-011 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA MAKING FINDINGS AND DETERMINATIONS AND APPROVING A CONDITIONAL USE PERMIT FOR THE CHERRY RANCH SUBDIVISION, A 67-UNIT RESIDENTIAL SMALL LOT SUBDIVISION - LOCATED AT 930 FRESNO AVENUE, APN 035-101-004 - FILE NUMBER PRJ20-018**

**The motion carried by the following vote:**

**Yes:** 4 - Chair Weeks, Commissioner Holton, Commissioner Okrepkie and Commissioner Cisco

**Absent:** 3 - Vice Chair Peterson, Commissioner Carter and Commissioner Duggan

**A motion was made by Commissioner Okrepkie, seconded by Commissioner Cisco, to waive reading of the text and adopt:**

**RESOLUTION NO. PC2022-012 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA APPROVING A TENTATIVE MAP FOR THE CHERRY RANCH SUBDIVISION, TO SUBDIVIDE A 6.87-ACRE PARCEL INTO 67 LOTS, LOCATED AT 930 FRESNO AVENUE, APN 035-101-004 - FILE NUMBER PRJ20-018**

**The motion carried by the following vote:**

**Yes:** 4 - Chair Weeks, Commissioner Holton, Commissioner Okrepkie and Commissioner Cisco

**Absent:** 3 - Vice Chair Peterson, Commissioner Carter and Commissioner Duggan

**10. ADJOURNMENT**

Chair Weeks adjourned the meeting at 7:31 p.m.

**Approved on: June 23, 2022**

**s/Michelle Montoya  
Recording Secretary**