



# City of Santa Rosa

City Hall, Council Chamber  
100 Santa Rosa Ave  
Santa Rosa, CA

## Planning Commission Regular Meeting Minutes - Draft

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Thursday, March 26, 2026

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.

**Present 7** - Chair Karen Weeks, Vice Chair Vicki Duggan, Commissioner Charles Carter, Commissioner Patti Cisco, Commissioner Miles Horton, Commissioner Aaron Pardo, and Commissioner Terrence Sanders

### 2. REMOTE PARTICIPATION UNDER THE BROWN ACT (Gov. Code § 54953.8)

None.

### 3. APPROVAL OF MINUTES

Draft Minutes - March 12, 2026.

Approved as submitted.

### 4. PUBLIC COMMENTS

There were no public comments.

### 5. COMMISSION BUSINESS

#### 5.1 STATEMENT OF PURPOSE

Chair Weeks read aloud the Statement of Purpose.

#### 5.2 COMMISSIONER REPORTS

Chair Weeks reported.

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

None.

### 6. DEPARTMENT REPORTS

None.

### 7. STATEMENTS OF ABSTENTION OR RECUSAL

Commissioner Horton announced that he will be recusing himself from Item 11.2.

## 8. PRESENTATIONS

None.

## 9. CONSENT ITEMS

None.

## 10. REPORT ITEMS

### 10.1 REPORT - GENERAL PLAN AND INCLUSIONARY HOUSING ANNUAL REVIEW REPORT FOR 2025

**BACKGROUND:** Each year, the Planning Commission and City Council review the progress made toward implementation of the General Plan during the prior calendar year. The General Plan Annual Review and Inclusionary Housing Report for 2025. The Annual Review Report provides an overview of progress made last year toward achieving General Plan goals, policies and actions and reviews the implementation of the Inclusionary Housing Ordinance as required by the City Code.

**RECOMMENDATION:** The Planning and Economic Development Department recommends that the Planning Commission, by motion, review and accept the General Plan and Inclusionary Housing Annual Review Report for 2025.

**PRESENTED BY:** Sachnoor Bisla, City Planner

City Planner Bisla and Supervising Planner Nicholson presented.

Chair Weeks opened and closed public comments.

City Staff responded to Commissioner questions.

**A motion was made by Commissioner Sanders, seconded by Commissioner Carter, to approve to review and accept the General Plan and Inclusionary Housing Annual Review Report for 2025.**

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

**Yes:** 7 - Chair Weeks, Vice Chair Duggan, Commissioner Carter, Commissioner Cisco, Commissioner Horton, Commissioner Pardo and Commissioner Sanders

## 11. PUBLIC HEARINGS

### 11.1\* PUBLIC HEARING - 24 SEVEN FOODS & FUEL CUP - PLANNING RECORD - 3230 COFFEY LN - PLN25-0348

BACKGROUND: Major CUP to allow for the sale of distilled spirits for off-site consumption (ABC Type 21 License) at an existing convenience store, currently selling beer and wine. Exempt Project 15301

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Planning Commission, by resolution, approve a Conditional Use Permit to allow the sale of distilled spirits for off-site consumption at the existing 24 Seven Foods and Fuel at 3230 Coffey Lane. This item has no impact on current fiscal year budget.

PRESENTED BY: Jandon Briscoe, City Planner

Ex Parte Disclosures: None.

Project Planner Briscoe presented.

Applicant presented.

Staff and Applicant responded to Commissioner questions.

Chair Weeks opened and closed the Public Hearing at 5:45 p.m.

**A motion was made by Commissioner Cisco, seconded by Vice Chair Duggan, to waive reading of the text and adopt;**

**RESOLUTION NO. PC-RES-2026-009 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA MAKING FINDINGS AND DETERMINATIONS AND APPROVING A CONDITIONAL USE PERMIT FOR ALCOHOL SALES (DISTILLED SPIRITS) FOR OFF-SITE CONSUMPTION WITH FRESH PRODUCE - LOCATED AT 3230 COFFEY LANE- FILE NUMBER PLN25-0348.**

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

**Yes:** 7 - Chair Weeks, Vice Chair Duggan, Commissioner Carter, Commissioner Cisco, Commissioner Horton, Commissioner Pardo and Commissioner Sanders

**11.2\*** PUBLIC HEARING - SPRING LAKE VILLAGE EAST GROVE -  
PLANNING PROJECT - 225 LOS ALAMOS RD - MJP14-012

**BACKGROUND:** Minor Conditional Use Permit, Hillside Development Permit, Rezoning, and an Environmental Impact Report (EIR). The project proposes 32 independent senior living units. On-site improvements would include a resident community building, support buildings, parking, outdoor lighting, fencing, landscaping, and other improvements.

**RECOMMENDATION:** The Planning and Economic Development Department recommends that the Planning Commission, by five resolutions, recommend that the City Council (1) certify the Final Environmental Impact Report (FEIR) and adopt the CEQA findings of fact and mitigation monitoring and reporting program, (2) Rezone the property located at 225 Los Alamos Road from Rural Residential-Scenic Road (RR-40-SR) to Planned Development-Scenic Road (PD-0308-SR), (3) adopt a Text Amendment to the Planned Development Policy Statement (PD-0308), (4) approve a Minor Conditional Use Permit for a 32-unit Community Care Facility, and (5) approve a Hillside Development Permit for the properties located at 225 Los Alamos Road, 5803 and 5815 Melita Road.

**PRESENTED BY:** Monet Sheikhali, Supervising Planner.

Chair Weeks recessed the meeting at 5:48 p.m. before Item 11.2.

Commissioner Horton left the Chambers at 5:51 p.m.

Chair Weeks called the meeting back to order at 5:51 p.m.

Ex Parte Disclosure: None.

Project Planner Sheikhali presented.

Applicant presented.

Chair Weeks opened the Public Hearing at 6:14 p.m.

Rachel spoke in opposition to the project.

Alyse spoke in opposition to the project.

Lori spoke in opposition to the project.

Lucas spoke in opposition to the project.

Chair Weeks closed the Public Hearing at 6:27 p.m.

Staff and the Applicant representatives responded to Commissioner inquiries.

**A motion was made by Vice Chair Duggan, seconded by Commissioner Sanders, to waive reading of the text and adopt;**

**RESOLUTION NO. PC-RES-2026-010 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING THAT THE CITY COUNCIL CERTIFY THE FINAL ENVIRONMENTAL IMPACT REPORT, ADOPT THE RELATED CEQA FINDINGS OF FACT, AND MITIGATION MONITORING AND REPORTING PROGRAM FOR THE SPRING LAKE VILLAGE EAST GROVE PROJECT, LOCATED AT 5803, 5815 MELITA ROAD AND 225 LOS ALAMOS ROAD, ASSESSOR'S PARCEL NUMBERS, 031-101-026, 031-101-035 and 031-101-034 – FILE NUMBER MJP14-012.**

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

**Yes:** 6 - Chair Weeks, Vice Chair Duggan, Commissioner Carter, Commissioner Cisco, Commissioner Pardo and Commissioner Sanders

**Recused:** 1 - Commissioner Horton

**A motion was made by Vice Chair Duggan, seconded by Commissioner Sanders, to waive reading of the text and adopt;**

**RESOLUTION NO. PC-RES-2026-011 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA MAKING**

**FINDINGS AND DETERMINATION AND RECOMMENDING THAT THE CITY COUNCIL APPROVE A MINOR CONDITIONAL USE PERMIT FOR A 32-UNIT COMMUNITY CARE FACILITY FOR THE SPRING LAKE VILLAGE EAST GROVE PROJECT - LOCATED AT 225 LOS ALAMOS ROAD, 5803 AND 5815 MELITA ROAD - FILE NUMBER MJP14-012 (CUP14-099).**

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

**Yes:** 6 - Chair Weeks, Vice Chair Duggan, Commissioner Carter, Commissioner Cisco, Commissioner Pardo and Commissioner Sanders

**Recused:** 1 - Commissioner Horton

**A motion was made by Vice Chair Duggan, seconded by Commissioner Sanders, to waive reading of the text and adopt;**

**RESOLUTION NO. PC-RES-2026-012 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA MAKING FINDINGS AND DETERMINATION AND RECOMMENDING THAT THE CITY COUNCIL APPROVE A HILLSIDE DEVELOPMENT PERMIT FOR A 32-UNIT COMMUNITY CARE FACILITY FOR THE SPRING LAKE VILLAGE EAST GROVE PROJECT - LOCATED AT 225 LOS ALAMOS ROAD, 5803 AND 5815 MELITA ROAD -FILE NUMBER MJP14-012 (HDP14-016).**

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

**Yes:** 6 - Chair Weeks, Vice Chair Duggan, Commissioner Carter, Commissioner Cisco, Commissioner Pardo and Commissioner Sanders

**Recused:** 1 - Commissioner Horton

**A motion was made by Vice Chair Duggan, seconded by Commissioner Sanders, to waive reading of the text and adopt;**

**RESOLUTION NO. PC-RES=2026-013 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING TO THE CITY COUNCIL REZONING OF THE PROPERTY LOCATED AT 225 LOS ALAMOS ROAD FROM RR-40-SR (RURAL RESIDENTIAL –SCENIC ROAD) TO THE PD-0308-SR (PLANNED DEVELOPMENT-SCENIC ROAD)ZONING DISTRICT - ASSESSOR'S PARCEL NUMBER 031-101-026; FILE NUMBER MJP14-012 (REZ14-016).**

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

**Yes:** 6 - Chair Weeks, Vice Chair Duggan, Commissioner Carter, Commissioner Cisco, Commissioner Pardo and Commissioner Sanders

**Recused:** 1 - Commissioner Horton

**A motion was made by Vice Chair Duggan, seconded by Commissioner Sanders, to waive reading of the text and adopt;**

**RESOLUTION NO. PC-RES-2026-014 ENTITLED: RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SANTA ROSA RECOMMENDING TO THE CITY COUNCIL ADOPTION OF A TEXT AMENDMENT TO THE PLANNED DEVELOPMENT 0308 POLICY STATEMENT FOR THE PROPERTY LOCATED AT 5555 MONTGOMERY DRIVE - ASSESSOR'S PARCEL NUMBER 031-080-034, FILE NUMBER MJP14-012 (REZ14-016).**

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

**Yes:** 6 - Chair Weeks, Vice Chair Duggan, Commissioner Carter, Commissioner Cisco, Commissioner Pardo and Commissioner Sanders

**Recused:** 1 - Commissioner Horton

## **12. ADJOURNMENT**

Chair Weeks adjourned the meeting at 6:52 p.m.