# City of Santa Rosa

637 1st St, Large
Conference Room
Santa Rosa, CA 95404

## Zoning Administrator
## Regular Meeting Minutes - Draft

**Thursday, March 20, 2025** **10:30 AM**

### 1. CALL TO ORDER

Zoning Administrator McKay called the meeting to order at 10:30 a.m.

### 2. APPROVAL OF MINUTES

**2.1** Draft Minutes - March 6, 2025

ZA McKay approved the March 6, 2025 Draft Minutes as submitted with no public comments.

### 3. PUBLIC COMMENT

None.

### 4. ZONING ADMINISTRATOR BUSINESS

#### 4.1 STATEMENT OF PURPOSE

ZA McKay read the Statement of Purpose aloud.

#### 4.2 ZONING ADMINISTRATOR REPORTS

None.

### 5. CONSENT ITEM(S)

None.

### 6. SCHEDULED ITEM(S)

**6.1** PUBLIC MEETING - CONDITIONAL USE PERMIT FOR MOBILE FOOD TRUCK AT 2970 SANTA ROSA AVENUE; FILE NO. CUP25-002

BACKGROUND: This is a proposal for Fruta Ice Cream, a food truck selling ice cream and frozen fruit. The proposed hours of operation are 11:00 a.m. to 10:00 p.m. The project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Sachnoor Bisla, City Planner

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Zoning Administrator approve a Minor Conditional Use Permit to allow Fruta Ice Cream, a Mobile Food Facility at 2970 Santa Rosa Avenue.

Planner Bisla presented.

ZA McKay opened and closed the public comment period at 10:35 a.m.

Applicant Representative and staff responded to ZA inquiries.

**ZONING ADMINISTRATOR MCKAY APPROVED RESOLUTION NO. ZA-RES-2025-017, ENTITLED:**

**"RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING A MINOR CONDITIONAL USE PERMIT TO ALLOW A MOBILE FOOD FACILITY FOR THE PROPERTY LOCATED AT 2970 SANTA ROSA AVENUE, SANTA ROSA, APN: 044-280-079, FILE NO. CUP25-002"**

**6.2** PUBLIC MEETING - DESIGN REVIEW FOR CEDAR HALL LODGE 2055 GUERNEVILLE ROAD; FILE NO. DR24-012

BACKGROUND: This is a proposal to construct a 2,574-square-foot private meeting hall/Grange Hall facility, four 396-square-foot, detached bungalows, and a 4,800-square-foot, detached eight-car garage for residents. The project also includes new lighting, landscaping, and guest parking. The project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Kristinae Toomians, Senior Planner

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Zoning Administrator approve a Minor Design Review for one 2,574-square-foot private meeting hall/Grange Hall facility, four 396-square-foot, detached bungalows, and a 4,800-square-foot, detached 8-car garage for residents, new lighting, landscaping, and on-site guest parking at 2055 Guerneville Road.

Planner Toomians presented.

ZA McKay opened the public comment period at 10:46 a.m.

Janice Karmann asked questions about the project.

Staff responded to ZA inquiries.

ZA McKay closed the public comment period at 10:49 a.m.

**ZONING ADMINISTRATOR MCKAY APPROVED RESOLUTION NO. ZA-RES-2025-018, ENTITLED:**

**"RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING MINOR DESIGN REVIEW FOR THE CEDAR HALL LODGE FOR THE PROPERTY LOCATED AT 2055 GUERNEVILLE ROAD SANTA ROSA, APN: 036-061-047, FILE NO. DR24-012"**

## 7. ADJOURNMENT

Zoning Administrator McKay adjourned the meeting at 10:51 a.m.

**Approved on:**

**Mark Kolarik, Recording Secretary**