



City of Santa Rosa

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

Zoning Administrator Regular Meeting Minutes - Final

Thursday, September 7, 2023

10:30 AM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

2.1 August 3, 2023 - Draft Minutes

August 3, 2023 Draft Minutes were continued to the October 5, 2023 meeting.

2.2 August 17, 2023 - Draft Minutes

August 17, 2023 Draft Minutes were continued to the October 5, 2023 meeting.

3. PUBLIC COMMENT

None.

4. ZONING ADMINISTRATOR BUSINESS

4.1 STATEMENT OF PURPOSE

Zoning Administrator Meads 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 - CONTINUATION OF NON-CONFORMING USE - CONDITIONAL USE PERMIT - 1365 KOWELL - CUP23-006

BACKGROUND: Converting from warehouse use approved under UP 88-0065 to artisan/craft product manufacturing. Proposed use would be conditioned to comply with the City's Noise Ordinance which prohibits

excessive noise generation that would result in a nuisance to the surrounding neighborhood. No on-site sale of products or large-scale deliveries of materials or products would occur. Commercial use has been continuous since 1937, when building was constructed. The project is categorically exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Conor McKay, Senior Planner

Project Planner McKay presented.

Applicant representatives and staff responded to Zoning Administrator inquiries.

Zoning Administrator Meads opened and closed the public comment period at 10:39 a.m.

Zoning Administrator Meads approved item 6.1, Continuation of Non-Conforming Use - Conditional Use, Resolution No. ZA-2023-045.

6.2 PUBLIC MEETING - DEL SECCO FENCE - CONDITIONAL USE PERMIT - 1451 FULTON RD - CUP23-024

BACKGROUND: Build fence on east side of property facing Fulton Rd. Approximately 10ft from sidewalk/property line encroaching into 20 ft Set back. Fence to consist of 2' x 2' x 4' precast concrete block. This size fence is necessary due to the elevation change during the widening project. Attached pictures show loss of privacy after tree line removed, elevation change and a temporary 6 ft fence installed. After fence installed, east side will be planted with shrubbery. Plan description included with application. The project is categorically exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Sachnoor Bisla, City Planner

Project Planner Bisla presented.

Applicant and staff responded to Zoning Administrator inquiries.

Zoning Administrator Meads opened and closed the public comment period at 10:47 a.m.

Zoning Administrator Meads approved item with an added recommendation for Item 6.2, Del Secco Fence - Conditional Use Permit, Resolution No. ZA-2023-046.

6.3 PUBLIC MEETING - WINDOW MODIFICATIONS - LANDMARK ALTERATION - 642 OAK ST - LMA23-002

BACKGROUND: Exterior changes to existing structure to include (2) windows in the east side to be removed and infilled with matching siding to the existing, removing (1) existing patio door and replace with a new window, and replace (1) window with a new sliding door. Material proposed are vinyl for the windows and door and siding to be redwood or cedar. The project is categorically exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Sachnoor Bisla, City Planner

Item 6.3, Window Modifications - Landmark Alteration, Resolution No. ZA-2023-047 was continued to a date uncertain.

7. ADJOURNMENT

Zoning Administrator Meads adjourned the meeting at 10:50 a.m.

Approved on: 10/05/2023

Mark Kolarik
Recording Secretary