

CITY OF SANTA ROSA  
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT  
STAFF REPORT FOR DESIGN REVIEW BOARD  
**AUGUST 3, 2023**

**PROJECT TITLE**

Ceres Community Project – Culinary Facility

**APPLICANT**

Cathryn Couch, Ceres Community Project

**ADDRESS/LOCATION**

0 Apollo Way

**PROPERTY OWNER**

Niniv Tamimi

**ASSESSOR'S PARCEL NUMBER**

035-490-030, -031

**FILE NUMBERS**

DR22-046

**APPLICATION DATES**

October 21, 2022

**APPLICATION COMPLETION DATES**

May 11, 2023

**REQUESTED ENTITLEMENTS**

Design Review

**FURTHER ACTIONS REQUIRED**

None

Minor Parking Reduction

**PROJECT SITE ZONING**

Business Park (BP)

**GENERAL PLAN DESIGNATION**

Business Park

**PROJECT PLANNER**

Sachnoor Bisla, City Planner

**RECOMMENDATION**

Approval

CITY OF SANTA ROSA  
DESIGN REVIEW BOARD

TO: CHAIR JONES-CARTER AND MEMBERS OF THE DESIGN  
REVIEW BOARD  
FROM: SACHNOOR BISLA, CITY PLANNER  
PLANNING AND ECONOMIC DEVELOPMENT  
SUBJECT: CERES COMMUNITY PROJECT – CULINARY FACILITY

AGENDA ACTION: RESOLUTION

---

RECOMMENDATION

It is recommended by the Planning and Economic Development Department that the Design Review Board, by resolution, grant Design Review for the Ceres Community Project (Culinary Facility) proposed at 0 Apollo Way, APN 035-490-030, -031.

---

BACKGROUND

1. Project Description

The Applicant (Ceres Community Project) proposes to develop a new culinary facility to provide medically tailored meals for sick clients, as well as operate a volunteer Youth Development Program. The proposed culinary facility would be located on an approximately 1.52-acre site consisting of two parcels. The new facility would include a two-story, 19,474-square-foot building and 253-square-foot deck. The landscape plans propose a bioretention area, an edible garden, and a courtyard for gathering. The facility would operate with 8-10 culinary staff and 20 administrative staff over multiple shifts throughout the day, as well as 20-25 on-site volunteers per shift, from Monday – Saturday. There will also be 20-25 delivery volunteers passing through the parking lot between 3:00 p.m. – 4:00 p.m. from Tuesday – Saturday.

2. Surrounding Land Uses

North: Business Park; one vacant parcel, and one developed parcel with Warehouse Retail use.

South: Business Park; vacant land.

East: Business Park; developed with Warehouse and Office uses.

West: Business Park; currently developed with Medical Offices.

3. Existing Land Use – Project Site

The 1.52-acre site currently consists of two parcels, both of which are currently vacant and undeveloped. The location contains six *Pistacia chinensis* trees that are proposed to be removed.

4. Project History

October 21, 2022	Application Submitted
April 7, 2023	Notice of Application Distributed
July 21, 2023	Notice of Public Hearing Distributed

ANALYSIS

1. General Plan

The [General Plan](#) addresses issues related to the physical development and growth of Santa Rosa and guides the City's planning and zoning functions. The site is designated Business Park on the General Plan Land Use Diagram. This classification is intended to accommodate business centers consisting of visually attractive campus-like environments. Uses appropriate for this land use category include corporate headquarters, research and development facilities, offices, light manufacturing and assembly, industrial processing, general service, incubator-research facilities, testing, repairing, packaging, and publishing and printing.

The most relevant applicable General Plan goals and policies with Staff's analysis are included below.

**Land Use and Livability**

**LUL-I:** Maintain vibrant, convenient, and attractive commercial centers.

**LUL-I-1:** Provide a range of commercial services that are easily accessible and attractive, that satisfies the needs of people who live and work in Santa Rosa and that also attracts a regional clientele.

**LUL-J-2:** Maintain space in business parks for distribution and research uses, not for primarily office uses. Avoid the intrusion of office uses that could diminish the economic vitality of business parks.

---

**Urban Design**

**UD-A-5:** Require superior site and architectural design of new development projects to improve visual quality in the city.

**UD-A-10:** Relate landscape design to the natural setting. Require that graded areas within new development be revegetated.

---

**Economic Vitality**

**EV-D-2:** Maintain space in business parks for distribution and research uses. Attract a wide range of industries which serve local and regional needs and contribute to the community's economic vitality, and at the same time protect the local environment and quality of life.

---

Staff Response: Staff finds that the proposed project is consistent with applicable goals and policies of the General Plan. The use would assist in maintaining a range of services that are easily accessible and attractive, and that satisfy the needs of the people of Santa Rosa by providing medically tailored meals to sick clients, as well as nutrition education and volunteer opportunities. The proposed culinary facility would help to maintain a diversity of uses in the area.

The proposed site and architectural design is of superior quality and includes a vibrant landscape plan and outdoor gathering areas.

2. Other Applicable Plans

The project is not located within the boundary of any specific plan area, nor are there any measures listed in the Citywide Creek Master Plan or Pedestrian and Bicycle Plan that are specific to the site.

3. Zoning

The [Zoning Code](#) implements the goals and policies of the General Plan by classifying and regulating the use of land and structure development within the City. The project site is located within the Business Park (BP) zoning district and is surrounded by BP zoned properties. The BP zone, which is consistent with the Business Park General Plan land use designation, is applied to areas appropriate for planned, visually attractive centers for business that do not generate nuisances (noise, clutter, noxious emissions, etc.).

As explained below, the proposed project complies with each of the land use and development standards of the Business Park Zoning District.

Manufacturing/processing - Light

Per [Table 2-10 Allowed Land Uses and Permit Requirements for Industrial Districts](#), a manufacturing/processing – light facility is permitted by right in the Business Park Zoning District with a Zoning Clearance.

### Building Height

The maximum allowable building height in the BP zoning district is 55 feet. The proposed culinary facility has a height of approximately 28 feet.

### Setbacks and Lot Coverage

[Table 2-7](#) provides development standards for the BP zoning district. Setbacks and Lot Coverage are determined by Conditional Use Permit (CUP). The BP zoning district allows flexibility in the absence of a CUP; in this case, the Design Review Board may make a determination for appropriate setback and lot coverage standards.

The proposed structure is set back 41' from the western (rear) property line, 93' from the eastern (front) property line, and 35'6" and 68'6" from the northern and southern (side) property lines. The 14,630-square-foot building footprint covers approximately 22% of the 1.52-acre site.

### Parking

Pursuant to Zoning Code [Section 20-36.040](#), Table 3-4, industrial and manufacturing facilities of less than 50,000 square feet require one vehicle parking space per 350-square-feet. The proposed 19,474 square-foot development requires a total of 56 parking spaces. The project as conditioned would include 45 on-site vehicle parking spaces, which requires approval of a Minor Parking Reduction.

The following findings are required for approval of the [Parking Reduction](#):

- (1) Due to special circumstances associated with the operation of the use at its location, the proposed use will generate a parking demand different from the standards specified in [Table 3-4](#);
- (2) The number of parking spaces approved will be sufficient for its safe, convenient, and efficient operation of the use.

Staff analysis along with the required findings are included in the Resolution attached to this Staff Report.

## 4. Design Guidelines

The [Design Guidelines](#) are the primary design criteria under which discretionary review is conducted. The most relevant applicable Design Guidelines goals and policies include:

### [3.4 Business & Light Industrial Parks and Buildings](#)

---

**I.A.** Encourage “superior design” in business and light industrial parks.

**I.B.** Encourage business and light industrial parks to respect the existing natural features of a site.

**I.D.** Encourage business and light industrial parks to provide amenities for employees including: outdoor areas, pedestrian circulation for exercising and covered sitting areas.

**I.H.** Promote energy efficient design.

**III.B.4.** Choose materials and colors thoughtfully and carefully detail connections and joining of materials. Avoid “false” or “decorative” facade treatments where unrelated materials are haphazardly placed on the building.

---

#### **4.1 Landscaping**

**I.B.** Provide visual enhancement of sites by creating a harmonious visual composition in combination with the architecture

**I.E.** Provide landscaping that is easily maintained and conserves water.

---

#### **4.3 Infill Development**

**I.B.** To ensure that projects are designed in such a way as to reduce to a minimum possible negative consequences, such as: loss of privacy, noise, increased traffic and lighting overspill that infill development may have on existing neighbors.

---

Staff Response: The main structure’s exterior design consists of various materials such as aluminum, stucco, and wood. The color scheme utilizes earthy tones and textures that will seamlessly blend into the robust landscaping. The site is planned to include a bioretention area, an edible garden, and outdoor meeting areas which will incorporate dozens of native and low-water use plants and trees.

The project plans, including the location and architecture of the subject facility, have been reviewed by the Building Division, Fire Department, Traffic Engineering, Planning, and Engineering Development Services and conditioned appropriately for safety and circulation.

### 5. **Summary of Public Comments**

The City of Santa Rosa distributed a Notice of Application and Notice of Public Hearing on April 7, and July 21, 2023, respectively. One letter has been received in support of the project and the organization’s effort’s to meet the needs of Sonoma County Residents.

### 5. **Public Improvements**

The project has been conditioned to include public improvements such as a 5-foot minimum width sidewalk along the site’s Apollo Way frontage and red curbs

to prohibit parking adjacent to driveway entrances. For a comprehensive list of on- and off-site improvements, refer to the attached Exhibit A, provided by Engineering Development Services, dated July 13, 2023.

### FISCAL IMPACT

Approval of the Project will not have an effect on the General Fund.

### ENVIRONMENTAL IMPACT

The proposed project has been reviewed in compliance with the California Environmental Quality Act (CEQA) and qualifies for a Class 32 exemption pursuant to CEQA Guidelines Section 15332. The project meets the criteria for the Class 32 (In-fill) exemption in that it is consistent with the applicable General Plan designation and all applicable General Plan polices as well as with applicable zoning designation and regulations. Specifically, the General Plan envisions light industrial development of the site, and the development is consistent with development standards required.

The site is located within city limits on a project site of no more than five acres, substantially surrounded by urban uses. The site is adjacent to a variety of uses to the north and west, including Medical Office and Warehouse Retail uses, as well as Office and Warehouse uses to the east across Apollo Way. Further, the site is immediately adjacent to parcels that are developed with qualified urban uses pursuant to Public Resource Code Sections 21072 and 21061.3.

Additionally, although the site has potential habitat for nesting birds and bats, it has not been identified as habitat for endangered, rare, or threatened species, based on the Biological Assessment by WRA Environmental Consultants, dated July 22, 2022 (Attachment 7). Consistent with the recommendations of the Biological Assessment, the project has been conditioned to include a breeding bird survey conducted by a qualified biologist and establish any necessary “no disturbance buffer” zones, prior to the commencement of construction activities.

In addition, approval of the project would not result in any significant negative effects relating to traffic, in that such impacts were reviewed in the W-Trans prepared Transportation Impact Study, dated January 9, 2023 (Attachment 8), which determined a less-than-significant impact on vehicle miles traveled (VMT), and the project has been conditioned by the City Traffic Engineer to comply with all recommendations in the study.

The project is anticipated to operate within acceptable levels of sound as listed in the General Plan and the City’s Noise ordinance. According to the Environmental Noise Assessment by Illingworth & Rodkin, Inc., dated May 3, 2023 (Attachment 9), the project as proposed would not result in substantial increases to temporary construction noise, construction related vibration, or permanent noise.

Impacts to air quality are expected to be less-than-significant as the project has been conditioned to implement mitigation measures recommended in Illingworth & Rodkin's Air Quality and Greenhouse Gas Assessment, dated October 10, 2022 (Attachment 10), which includes BAAQMD-recommended best management practices. Further, based on the City Engineering Development Services division's review of the project plans and Drainage Report prepared by Munselle Civil Engineering, dated July 7, 2023 (Attachment 11), impacts related to stormwater and drainage will be less than significant.

The City has further determined that no exceptions to the exemptions apply and there is no reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances (CEQA Guidelines Section 15300.2.) This determination is based on the flat nature of the project site which is substantially surrounded by development.

Additionally, pursuant to CEQA Guidelines Section 15183, the project is consistent with the City's General Plan and Zoning, which envisioned the development of light manufacturing uses in the Business Park area. Therefore, no further environmental review is required.

#### BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

#### PUBLIC NOTIFICATION

The project was noticed as a public hearing per the requirements of Chapter 20-66 of the City Code. Notification of this public hearing was provided by posting an on-site sign, publishing notice in a newspaper of general circulation, mailed notice to surrounding property owners and occupants, electronic notice to parties that had expressed interest in projects taking place in this geographic area of Santa Rosa, and bulletin board postings at City Hall and on the City website.

#### ISSUES

There are no unresolved issues remaining with the project.

#### ATTACHMENTS

- Attachment 1 - Disclosure Form
- Attachment 2 - Neighborhood Context Map
- Attachment 3 – Site Photos
- Attachment 4 – Plans
- Attachment 5 – Proposal Statement
- Attachment 6 – Exterior Lighting Plans & Photometrics
- Attachment 7 – Biological Report



## CERES COMMUNITY PROJECT – CULINARY FACILITY

Page 9 of 9

Attachment 8 – Transportation Impact Study  
Attachment 9 – Environmental Noise Assessment  
Attachment 10 – Air quality and Greenhouse Gas Assessment  
Attachment 11 – Preliminary Drainage Report  
Attachment 12 - Public Correspondence  
Resolution 1/Exhibit A

### CONTACT

Sachnoor Bisla, City Planner  
(707) 543-3223  
[sbisla@srcity.org](mailto:sbisla@srcity.org)