

CITY OF SANTA ROSA
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
STAFF REPORT FOR PLANNING COMMISSION
MAY 11, 2023

PROJECT TITLE

Montecito Townhomes Time Extension

ADDRESS/LOCATION

0 Montecito Boulevard

ASSESSOR'S PARCEL NUMBER

182-120-052

APPLICATION DATE

April 14, 2022

REQUESTED ENTITLEMENTS

Tentative Map Time Extension

PROJECT SITE ZONING

Multi-Family Residential (R-3-18)

PROJECT PLANNER

Sachnoor Bisla

APPLICANT

Chris Shaughnessy

PROPERTY OWNER

Chris Shaughnessy

FILE NUMBERS

EXT22-0003

APPLICATION COMPLETION DATES

April 14, 2022

FURTHER ACTIONS REQUIRED

Director-level one-year time extension for the associated Small Lot Conditional Use Permit

GENERAL PLAN DESIGNATION

Medium Density Residential

RECOMMENDATION

Approval

For Planning Commission Meeting of: May 11, 2023

CITY OF SANTA ROSA
PLANNING COMMISSION

TO: CHAIR WEEKS AND MEMBERS OF THE COMMISSION
FROM: SACHNOOR BISLA, CITY PLANNER
SUBJECT: PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
MONTECITO TOWNHOMES TENTATIVE MAP TIME EXTENSION

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Planning and Economic Development Department that the Planning Commission, by resolution, approve a one-year time extension for the Montecito Townhomes Tentative Map to subdivide a 0.5 acre parcel to create eight residential fee simple lots.

BACKGROUND

1. Project Description

The Applicant requests a one-year Tentative Map time extension for the Montecito Townhomes. The Tentative Map, which was approved by the Planning Commission on November 29, 2018, also included a Small Lot Subdivision Conditional Use Permit to subdivide a vacant 0.5-acre lot into eight fee simple lots for the construction of eight attached single-family dwellings (townhomes). Approval of the Time Extension would extend the deadline to file the Final Map until May 29, 2023. The Planning and Economic Development Director would subsequently review and act on the time extension request for the related Conditional Use Permit.

2. Surrounding Land Uses

North: Low Density Residential; currently developed with single-family residential uses.

South: Medium Density Residential (8-18 units per acre); currently developed with a dental office.

East: Retail and Business Services; currently developed with restaurants and shops.

West: Medium Density Residential; currently developed with 5-10 residential units.

3. Existing Land Use – Project Site

The 0.5-acre project site is located near the corner of Montecito Boulevard and Middle Rincon Road. The parcel is currently vacant and undeveloped.

4. Project History

On March 8, 2017, a Pre-Application Neighborhood Meeting was held for the project. Six neighbors in the project vicinity attended the meeting. Concerns were expressed regarding shadows, wind, drainage, impacts to existing trees and privacy.

On August 3, 2017, the Tentative Map application was submitted.

On December 7, 2017, the Conditional Use Permit application was submitted.

On September 12, 2018 the submitted applications were deemed complete, after additional information was provided.

On November 29, 2018, the Planning Commission approved, by Resolution Nos. 11927 and 11928, the Tentative Map (MAJ17-004) and Conditional Use Permit (CUP17-136) for the Montecito Townhomes small lot subdivision (PRJ17-077).

The AB 1561 18-month extension automatically extended the expiration date to May 29, 2022.

On April 14, 2022, Planning and Economic Development received a Time Extension application for the Tentative Map, requesting to extend the expiration to May 29, 2023.

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 General Plan land use designation for the project site is Medium Density

Residential which allows development at a density of 8.0 to 18.0 dwelling units per acre. The following General Plan goals and policies are applicable to the time extension:

H-A Meet the housing needs of all Santa Rosa residents.

LUL-F-3 Maintain a balance of various housing types in each neighborhood and ensure that new development does not result in undue concentration of a single housing type in any one neighborhood. Downtown is excepted.

The proposed project, which remains consistent with the goals and policies of the General Plan, has a residential density of 16.0 units per acre and will contribute to the diversity of housing stock in the surrounding area.

2. Other Applicable Plans

N/A

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 within the R-3-18 (Multi-family Residential). This zoning classification is consistent with the General Plan land use designation of Medium Density Residential. During the Planning Commission meeting on November 29, 2018, it was determined that the Tentative Map is consistent with the Zoning Code.

Pursuant to [City Code Section 19-28.030](#), Planning Commission may approve an application submitted by the subdivider within 24 months after approval of the tentative map, to grant a time extension of one year. A total of five consecutive one year extensions may be granted, and application and processing fees shall be submitted to the Planning and Community Development Department.

The entitlement approvals for the Montecito Townhomes project were automatically extended by 18 months to May 29, 2022 by AB 1561. On April 14, 2022, the applicant submitted an application for a one-year time extension .

Pursuant to [Zoning Code Section 20-54.050\(A\)\(2\)](#), all approved entitlements associated with an approved map shall remain effective concurrent with the period of time the Map is in effect. If an extension of time is requested for the associated Map, a similar extension of time for all associated entitlements shall be required and shall be processed concurrently with the Map extension request.

Accordingly, the proposal includes a request for a Time Extension of the existing CUP for the residential small lot subdivision. This is a Director level approval and will reflect the same expiration date as the Tentative Map extension of time.

Pursuant to [Zoning Code Section 20-54.050\(B\)\(2\)](#), the applicant shall demonstrate why the entitlement approval should be extended, using substantial evidence beyond the control of the applicant. The Director has determined that the applicant has made a good faith effort to exercise the approval of the Tentative Map, as the applicant has cited the Tubbs Fire, the Covid-19 pandemic, and the loss of the project's lead engineer as causes for delay.

4. Summary of Public Comments

No public comments have been received at this time.

5. Public Improvements

The project would improve Montecito Boulevard by removing and replacing a drive approach to City Standards, located at the entrance to the property with a minimum width of 24 feet. For a comprehensive list of on- and off-site improvements, refer to the attached Exhibit A, provided by Engineering Development Services, dated March 20, 2023.

FISCAL IMPACT

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

ENVIRONMENTAL IMPACT

The Montecito Townhomes Time Extension is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15332. During the November 29, 2018, meeting, the Commission made the necessary findings for the exemption as outlined in Resolution No. 11928. No changes have been proposed as a part of this Time Extension application and therefore the same findings can be made.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

None.

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

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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

None.

ATTACHMENTS

Attachment 1 - Disclosure Form

Attachment 2 - Location Map/Neighborhood Context Map

Attachment 3 – Approved Tentative Map

Attachment 4 – Planning Commission Resolution Nos. 11927 & 11928

Attachment 5 – Staff Report dated November 29, 2018

Resolution 1/Exhibit A (March 20, 2023)

CONTACT

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