



City of Santa Rosa

City Hall, Council
Chamber,
100 Santa Rosa Avenue
Santa Rosa, CA 95404

Zoning Administrator Regular Meeting Minutes - Draft

Thursday, March 12, 2026

10:30 AM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

2.1 Draft Minutes - February 26, 2026.

Approved as submitted.

3. PUBLIC COMMENT

There were no public comments.

4. ZONING ADMINISTRATOR BUSINESS

4.1 STATEMENT OF PURPOSE

Zoning Administrator McKay 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 - SWEETGRASS FENCE-CUP21-038

BACKGROUND: Minor Conditional Use Permit to legalize a seven-foot fence in the rear yard for privacy. Exempt Project 15303(e)

PROJECT PLANNER: Jandon Briscoe, City Planner

RECOMMENDATION: It is recommended by the Planning and

Economic Development Department that the Zoning Administrator approve, by resolution, a minor Conditional Use Permit to legalize a 6-foot 8-inch fence at 2950 Sweetgrass Lane.

Project Planner Jandon Briscoe presented.

Zoning Administrator McKay opened and closed the public comment.

Zoning Administrator provided comments.

ZONING ADMINISTRATOR MCKAY APPROVED RESOLUTION NO. ZA-RES-2026-011, ENTITLED:

RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING A RESIDENTIAL FENCE MINOR CONDITIONAL USE PERMIT FOR THE LEGALIZATION OF A SEVEN FOOT FENCE IN REAR YARD FOR THE PROPERTY LOCATED AT 2950 SWEET GRASS LANE SANTA ROSA, APN: 035-730-048, FILE NO. CUP21-038

6.2 PUBLIC MEETING - GARDENVIEW FENCE - PLANNING RECORD - PLN25-0594

BACKGROUND: Minor Conditional Use Permit for a fence in the front yard setback is over 3 feet. Exempt Project 15303 (e)

PROJECT PLANNER: Jandon Briscoe, City Planner

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Zoning Administrator approve a resolution for a Minor Conditional Use Permit to legalize a 3-foot 6-inch fence within the front setback at 1911 Gardenview Circle.

Project Planner Briscoe presented.

Zoning Administrator McKay opened and closed the public comment.

Zoning Administrator provided comments.

ZONING ADMINISTRATOR MCKAY APPROVED RESOLUTION NO. ZA-RES-2026-012, ENTITLED:

RESOLUTION OF THE ZONING ADMINISTRATOR OF THE CITY OF SANTA ROSA APPROVING A RESIDENTIAL FENCE MINOR CONDITIONAL USE PERMIT FOR THE LEGALIZATION OF A 3 AND A HALF FOOT FENCE IN THE FRONT SETBACK FOR THE PROPERTY LOCATED AT 1911 GARDENVIEW CIRCLE SANTA ROSA, APN: 173-780-021, FILE NO. PLN25-0594

7. ADJOURNMENT

Zoning Administrator McKay adjourned the meeting at 10:39 a.m.

Approved on:

Madeline Brown
Recording Secretary