

RESOLUTION NO. RES-2025-141

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA ACCEPTING AN APPEAL AND MAKING FINDINGS AND DETERMINATIONS AND APPROVING A CONDITIONAL USE PERMIT FOR A GAS STATION, TWO GENERAL RETAIL LAND USES, ONE APARTMENT UNIT, AND OUTDOOR AMENITIES - LOCATED AT 874 N WRIGHT ROAD - FILE NUMBER CUP21-100

WHEREAS, on December 17, 2021, an application was submitted requesting the approval of a Conditional Use Permit for the construction of a new gas station, two general retail uses across two buildings, one apartment unit, and an outdoor amenity (Project) to be located at 874 N Wright Road, also identified as Sonoma County Assessor's Parcel Numbers 035-063-001 & 002 (Project Site); and

WHEREAS, on December 17, 2021, the application was deemed complete for processing by City Staff; and

WHEREAS, on September 13, 2022, the City Council adopted Ordinance No. ORD- 2022- 010 (Gas Station Prohibition Ordinance), which amended Title 20 of the Santa Rosa City Code to prohibit new gas station land uses and to prohibit the expansion of fossil fuel infrastructure for existing gas station land uses; and

WHEREAS, Section 10 of the Gas Station Ban Ordinance states, “Any application to permit a new gas station land use that has been deemed complete for processing by the effective date of this ordinance is exempt from this Ordinance and may continue to be processed and considered by the appropriate review authority”; the proposed Project meets this criterion because it was deemed complete for processing by City Staff prior to the effective date of the Ordinance; and

WHEREAS, on April 10, 2025, the Planning Commission held a duly noticed public hearing on the application at which all those wishing to be heard were allowed to speak or present written comments and other materials; and

WHEREAS, at the April 10, 2025 hearing, the Planning Commission considered but did not approve the Elm Tree Station Addendum to the August 2013 Elm Tree Station Mitigated Negative Declaration pursuant to CEQA Sections 15162 and 15164; and

WHEREAS, the Planning Commission considered the application, the staff reports, oral and written, the General Plan and zoning on the subject property, the testimony, written comments, and other materials presented at the public hearing; and

WHEREAS, at the April 10, 2025 hearing, the Planning Commission, by a 6-0 vote, denied the Conditional Use Permit application; and

WHEREAS, on April 21, 2025, an appeal application was received by the Planning and Economic Development Department pursuant to Zoning Code Chapter 20-62; and

WHEREAS, on August 19, 2025, the Council held a duly noticed public hearing on the application at which all those wishing to be heard were allowed to speak or present written comments and other materials; and

WHEREAS, on August 19, 2025, the Council considered the Conditional Use Permit application, the staff reports, oral and written, the General Plan and zoning on the subject property, the testimony, written comments, and other materials presented at the public hearing.

NOW, THEREFORE, BE IT RESOLVED, that after consideration of the reports, documents, testimony, and other materials presented, and pursuant to City Code Section 20-52.050 (Conditional Use Permit), the Council of the City of Santa Rosa finds and determines:

- A. The proposed use is allowed within the PD (Planned Development) 405 Zoning District and complies with all other applicable provisions of this Zoning Code and the City Code in that, although the Council banned new gas stations by adopting Ordinance No. ORD- 2022-010 on September 13, 2022 (the “Ordinance”), the Ordinance included an exemption for any applications to permit new gas stations if the application was deemed complete for processing by the effective date of the Ordinance. The Ordinance allows any Projects that meet these criteria to continue to be processed and considered by the appropriate review authority. Since the Project was deemed complete on December 17, 2021, the Project is exempt from the Ordinance. At the time the application was deemed complete for processing, the Gas Station land use was allowed in the PD 405 Planned Development Zoning District with a Major Conditional Use Permit. Zoning Code Section 20-42.150 regulates Service Stations (defined as “Gas Station” and “Vehicle Services”) and specifies site requirements for Gas Station land uses including site area and dimensions, proximity to existing residential zoning districts or uses, and distance between Service Stations sites, as described in the Staff Report.
- B. The proposed use is consistent with the General Plan and any applicable specific plan, in that the General Plan designation of Retail & Business Services designation allows a wide variety of retail and service enterprises, offices, and restaurants. The proposed uses are consistent with General Plan Land Use and Livability Goals LUL-G and LUL-K in that the proposed Project would establish basic services that will be needed in close proximity to surrounding future neighborhoods, as well as the traveling public. The proposal will provide an attractive commercial development that will satisfy the needs of people who live, work, or visit Santa Rosa due to its visible location adjacent to Highway 12. In addition, the attractive building design and site design will enhance the visual quality of the Highway 12 City entry and egress while providing essential

services to the traveling public and nearby residences. The proposal also includes a bike and pedestrian pathway connection to the Joe Rodota trail, which fosters connectivity to and through the site from the Roseland and downtown Santa Rosa area. The proposed gas station and associated retail development is consistent with this designation, which is intended for retail and service enterprises.

- C. The design, location, size, and operating characteristics of the proposed activity would be compatible with the existing and future land uses in the vicinity, in that the new buildings and gas pumps will have greater visibility and relationship with Highway 12, and the Project site has been designed with appropriate parking and circulation for the proposed pumps and general retail spaces. The two general retail spaces would provide daily shopping opportunities for the area's residents, for users of the Joe Rodota trail, and motorists traveling into or out of Santa Rosa on Highway 12. The on-site, second-story apartment unit would be provided for an employee of the larger general retail space on the ground floor of the western parcel, which would facilitate a live/work environment for the employee that will improve security and property maintenance.
- D. The site is physically suitable for the type, density, and intensity of use being proposed, including access, utilities, and the absence of physical constraints in that adequate vehicular access to the site is provided from N Wright Road, in addition to non-vehicular access via a new connection from N Wright Road through the Project Site to the Joe Rodota Trail. Additionally, new signage would be established along the bike path and trail route that would assist in wayfinding for users of the Joe Rodota Trail. Additionally, a Class III bike lane would be striped along the Project Site's frontage on N Wright Road, and additional utility connections and curb cut improvements would be required.
- E. Granting the permit would not constitute a nuisance or be injurious or detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zoning district in which the property is located, based on the following:
- The proposed construction would be compatible with the land uses along North and South Wright Road, which include industrial, residential, educational, and commercial uses. The Project is not adjacent to any legal-nonconforming residences. The general retail land uses would not sell alcohol or tobacco products. Additionally, the site is not located in close proximity to a school or religious facility, as it is approximately 750 feet from the Roseland campus of Santa Rosa Junior College. The 24/7 operation of the gas station would not disrupt existing or future land uses in the vicinity in that the Project is conditioned to construct a ten-foot sound wall on the eastern Project boundary that would reduce noise audible from potential new residential development east of the Project site. Additionally, no fuel deliveries would be permitted earlier than 7am or later than 7pm.

- The March 2024 Addendum to the Elm Tree Station Mitigated Negative Declaration, prepared in accordance with the California Environmental Quality Act, analyzed the Project's potential impacts to: aesthetics, agricultural and forestry resources, air quality, biological resources, cultural resources, energy, geology and soils, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, land use and planning, mineral resources, noise, population and housing, public services, recreation, transportation and traffic, tribal cultural resources, utilities and service systems, and wildfire, and determined that the Project will not result in any significant environmental impacts after mitigation.
- As documented in the March 2024 Addendum to the Elm Tree Station Mitigated Negative Declaration, a third addendum to the original Traffic Impact Study was prepared by W-Trans on October 16, 2023 that concludes the findings contained in the original study, prepared on July 26, 2013, remain valid and the recommendation is still applicable. The recommendation in the 2013 Traffic Impact Study recommends the applicant pay traffic impact fees to help fund planned future improvements at Highway 12 and Fulton Road, road widening on Sebastopol Road, and/or other planned improvements in the Project's vicinity.
- As documented in the March 2024 Addendum to the Elm Tree Station Mitigated Negative Declaration, a Gas Station Health Risk Assessment was prepared for the proposed Project by Illingworth & Rodkin, dated February 17, 2023. The Assessment analyzes, among other issues, the Project's air pollutants utilizing the Bay Area Air Quality Management District (BAAQMD) 2017 CEQA Air Quality Guidelines, as well as the 2022 BAAQMD revised Greenhouse Gas (GHG) thresholds. As demonstrated in the Assessment, the Project emissions are significantly below BAAQMD Criteria Air Pollutant Thresholds and the 2017 BAAQMD CEQA Air Quality Guidelines for both construction and operation.
- As discussed in the March 2024 Addendum to the Elm Tree Station Mitigated Negative Declaration, the GHG emissions associated with the Elm Tree Station project were analyzed by James Reyff of Illingworth & Rodkin, Inc. in a memo dated March 6, 2024, titled GHG Emissions Modeling. The technical analysis, based on CalEEModeling, concluded that the annual project GHG emissions would be 671 metric tons. This level of emission is 39% less than the numeric threshold of significance used by the BAAQMD in the 2017 CEQA Guidelines. Further, the proposed Project includes several features that aid in the reduction of GHG, including the following:
 - Electric vehicle charging stations, which can be expanded in the future.
 - Fuel pumps that will be operated using solar power to the extent possible.

- Fresh food market which will be in walking distance to the planned residential development.
 - Enhancement of pedestrian and bicycle opportunities by providing a connection to the Joe Rodota trail.
 - The creation of a destination or rest stop for bicyclist or walkers by providing a privately maintained public park with picnic tables and benches, drinking fountain, trellised resting area, and bicycle racks.
 - The provision of an on-site one-bedroom apartment.
- As documented in the March 2024 Addendum to the Elm Tree Station Mitigated Negative Declaration, the Project complies with the City's Climate Action Plan.
 - The buildings and site will be fully accessible pursuant to Americans with Disabilities Act (ADA) and applicable building codes.
 - The Project is conditioned to prevent loitering, littering, and graffiti on the premises; and

F. The proposed project has been reviewed in compliance with the California Environmental Quality Act (CEQA). The Project has the same land uses analyzed by the Initial Study/Mitigated Negative Declaration (MND) that was adopted by the Planning Commission on October 24, 2013 (Resolution No. 11653); an Addendum has been prepared (J. Kapolchok and Associates, March 2024) pursuant to CEQA Guidelines Section 15164. Pursuant to CEQA Guidelines Section 15162(a) and 15164(b), an Addendum is an appropriate subsequent document to a previously adopted MND when minor technical changes or additions to a project are necessary, or none of the conditions described in CEQA Guidelines section 15162 calling for the preparation of a subsequent EIR or negative declaration have occurred. Substantial evidence presented in the Addendum prepared for the Project demonstrates that the Project will not result in new significant environmental effects or a substantial increase in the severity of previously identified significant effects; and there is no new information of substantial importance which shows the project will have significant or more severe impacts than discussed in the previous MND (CEQA Guidelines section 15162). Therefore, preparation of an Addendum is proper and additional analysis is not warranted.

BE IT FURTHER RESOLVED that this Conditional Use Permit is subject to all applicable provisions of the Zoning Code, including Section 20-54.100 (Permit Revocation or Modification).

BE IT FURTHER RESOLVED that this Conditional Use Permit for Elm Tree Station, to be located at 874 N Wright Road, is approved subject to each of the following conditions:

DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT

GENERAL:

1. Compliance with the latest adopted ordinances, resolutions, policies, and fees adopted by the City Council at the time of building permit review and approval. All fees must be paid prior to issuance of a building permit.
2. Compliance with all conditions included in the Engineering Development Services Exhibit "A" dated September 4, 2024, attached hereto and incorporated herein.
3. Compliance with all Mitigation Measures included in the Elm Tree Station MMRP included in Resolution 1 – Exhibit A.
4. All work shall be done according to the final approved plans dated September 25, 2021.
5. The address shall be displayed in a prominent location on the street side of the property. The numbers shall be no less than 6-inches in height and shall be of a contrasting color to the background to which they are attached. The address shall be illuminated during hours of darkness per City "Premises Identification" requirements.
6. No off-site beer, wine, or liquor sales are allowed on the Project site without securing necessary approval(s) from the City of Santa Rosa Planning and Economic Development Department and California Alcoholic Beverage Control.
7. Compliance with the City's Outdoor Lighting Ordinance in Zoning Code Section 20-30-080 is required.
8. No exterior signs, banners, or the like are approved with this permit. A Planning sign permit application is required for all signage.
9. Noise-generating construction shall be limited to the hours between 8:00 a.m. to 6:00 p.m., Monday through Friday, and between 9:00 a.m. to 5:00 p.m. on Saturdays. No construction activities are permitted on Sunday or holidays. Exceptions may be made for large concrete pours or other construction activities that must begin earlier in the day or extend into the evening hours. In the event that an exception is necessary, the developer shall provide a ten-day notice to all property owners and occupants of properties within 600 feet.
10. Post a publicly visible sign at the primary Project construction entrance listing the permitted construction days and hours, complaint procedures

and who to notify in the event of a problem. The sign shall also include a listing of telephone numbers to be used during regular construction hours and off-hours to contact both the City and the construction contractor regarding noise complaints.

11. All construction equipment shall have appropriate sound muffling devices, which are properly maintained and used at all times such equipment is in operation.

EXPIRATION AND EXTENSION:

12. This Conditional Use Permit shall be valid for a two-year period. If construction has not begun or if an approved use has not commenced within two (2) years from date of approval, this approval shall automatically expire and shall be invalid unless an application for extension is filed prior to expiration.
13. If implemented within the initial approval period in accordance with all conditions of approval, this Conditional Use Permit shall be valid for the duration of use.

BUILDING DIVISION:

14. Provide a geotechnical investigation and soils report with the building permit application. The investigation shall include subsurface exploration and the report shall include grading, drainage, paving and foundation design recommendations.
15. Obtain building permits for the site work and for each structure.

ENGINEERING DIVISION:

16. All conditions listed in Resolution 1 – Exhibit A, Engineering Development Services, dated September 4th, 2024.

PLANNING DIVISION:

18. Prior to final occupancy, the applicant shall provide the City with a copy of a long-term agreement for two parking spaces on Lot 1 to be utilized by the retail building on Lot 2.
19. The applicant shall obtain a license agreement from Sonoma County Regional Parks to construct the two Joe Rodota Trail connectors located on Sonoma County property. Proof of the license agreement shall be provided to the Planning and Economic Development Department prior to issuance of a building permit.

20. The applicant shall install bicycle legends along N. Wright Road, adjacent to both project driveways, and shall install clear and visible signage at the access points between the Joe Rodota Trail and the bypass path through the project site.
21. Hours of operation for the general retail shall be limited to 6:00am – 11:00pm. The gas station is permitted to operate 24 hours a day, seven days a week.
22. The apartment unit shall be rented to any employee of either of the two general retail land uses comprising the Project site.
23. TREE PRESERVATION:
 1. A qualified biologist shall conduct pre-construction surveys for nesting birds if construction occurs within the typical nesting bird season (February 1 to August 31). Pre-construction surveys shall also be completed for special-status bats. These surveys shall be conducted within 14 days prior to development or ground disturbing activities and may be combined as appropriate. If development does not commence within 14 days of the pre-construction surveys, or halts for more than 14 days, additional surveys are required prior to resuming or starting work. If the surveys show that there is no evidence of active nests or occupied special-status wildlife habitat, then a letter report(s) should be prepared to document the survey results and provided to the Project proponent and no additional measures are recommended.
 2. If active nests or occupied special-status wildlife are found, a qualified biologist shall establish species-specific buffer zones to prohibit development activities and minimize disturbance until the biologist determines that a buffer is no longer necessary.
 3. A qualified biologist shall conduct an environmental awareness training to all Project-related personnel prior to the initiation of work. The training shall cover all special-status wildlife species with the potential to occur within the Study Area.
24. Compliance with City Graffiti Abatement Program Standards for Graffiti Removal (City Code 10-17.080),

25. PROJECT DETAILS:

- A. All project details shall be in accordance with the restrictions and limitations of the City Zoning and Uniform Building Codes, as well as the City's Design Review Guidelines.
- B. The design of all fencing, sound walls, carports, trash enclosures, and similar accessory site elements shall be compatible with the architecture of main buildings and shall use similar materials. The design must be approved by the Planning Division prior to issuance of a building permit.
- C. All roof appurtenances, accessory equipment, and meters must be totally screened from public view by an architecturally design element approved by the Design Review Board or Planning Division.
- D. All outdoor storage of materials or refuse bins/cans shall be maintained within a completely screened structure or area. The design of the screened structure or area shall be approved by the Planning Division prior to issuance of a building permit.

26. LANDSCAPING:

- A. All required landscaping and irrigation must be installed prior to operation per the approved final plans.
- B. Construction drawings submitted for issuance of a building permit shall include final landscape and irrigation plans, except where not required.
- C. All landscaping must be continuously maintained in a healthy and attractive condition, free of weeds and debris, in accordance with the approved plans. Dead and dying plant materials shall be replaced with healthy specimens as necessary.

27. PARKING:

- A. The parking lot shall be constructed to City standards.
- B. The parking lot shall be provided with concrete curbing around all planter areas unless specifically approved by the Department of Community Development in some other fashion.
- C. The parking lot shall be striped according to City standards and all handicapped and compact spaces shall be identified and marked accordingly.

- D. Bicycle parking shall be provided in accordance with Zoning Code requirements. The location and number of spaces shall be shown on the site plan submitted for issuance of a building permit.

28. NATURAL RESOURCES:

- A. Advisement. The applicant, its successors, heirs, assigns or transferees are advised in writing that this approval or permit prior to the start of any construction may be subject to certain other clearances, approvals, permits, or authorizations by state and/or federal agencies. The applicant shall acknowledge in writing receipt of the above advisement.
- B. Mitigation requirement. The City's approval or permit is valid only if the applicant, its successors, heirs, assigns or transferees, comply with the terms, conditions and mitigations set forth in any clearance, permit or approval except that any permit condition or mitigation that requires project redesign shall trigger a review by the City of Santa Rosa Director of Planning and Economic Development to determine if the project as redesigned is consistent with the original approval. A project that the City determines is not consistent with the City approval shall not be granted subsequent entitlements, such as approval of improvement plans and final maps, but excluding grading or building permits of any type. Such a project would have to be resubmitted to the City and reviewed by the City as a new project, including the submittal of a new application and fees.
- C. Power to stop work if violation occurs. Nothing in this approval shall prevent the City of Santa Rosa from exercising its power to stop work in instances where a violation of state or federal law is brought to the City's attention.
- D. No building or grading permit of any type shall be issued by the City until a required federal or state, as applicable, clearance or authorization, with or without conditions, has been filed with the City.
- E. All mitigation measures present in the Mitigation Monitoring and Reporting Program, dated August 26, 2013, are applicable to the Project.

FIRE DEPARTMENT

29. The project is subject to the building codes in effect at time of building permit application. The applicant may wish to request extensions to the previously approved applications. The next code cycle is scheduled to go into effect on January 1, 2023.
30. Deferred submittals required for onsite private fire main, fire sprinklers, fire alarm and underground storage tanks.

RECEATION AND PARKS DEPARTMENT

31. Parks acquisition and/or park development fees shall be paid at the time of building permit issuance. The fee amount shall be determined by the resolution in effect at the time.
32. All landscaping shall be privately maintained and irrigated. Property owner shall be responsible for the irrigation and maintenance of the street trees and maintenance of the planter strips in front of and alongside of the project.

BE IT FURTHER RESOLVED that the City Council of the City of Santa Rosa finds and determines this entitlement to use would not be granted but for the applicability and validity of each and every one of the above conditions and that if any one or more of the above said conditions are invalid, this entitlement to use would not have been granted without requiring other valid conditions for achieving the purposes and intent of such approval.

IN COUNCIL DULY PASSED this 19th day of August, 2025.

AYES: (5) Mayor Stapp, Vice Mayor Alvarez, Council Members MacDonald, Okrepkie, Rogers

NOES: (2) Council Members Bañuelos, Fleming

ABSENT: (0)

ABSTAIN: (0)

RECUSE: (0)

ATTEST: Dina Muniz
City Clerk

APPROVED: Mark Stapp
Mark Stapp (Aug 26, 2025 13:46:14 PDT)
Mayor

APPROVED AS TO FORM: [Signature]
City Attorney

**CITY OF SANTA ROSA, CALIFORNIA
PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT
ENGINEERING DEVELOPMENT SERVICES DIVISION**

EXHIBIT "A"
September 4, 2024

**ELM TREE STATION
874 WRIGHT RD
PRJ21-033 (DR21-069, CUP21-100)**

- I. Applicant's engineer shall obtain the current City Design and Construction Standards and the Community Development Department's Standard Conditions of Approval dated August 27, 2008 and comply with all requirements therein unless specifically waived or altered by written variance by the City Engineer.
- II. The approval of this project shall be subject to the latest adopted ordinances, resolutions, policies and fees adopted by the City Council at the time of the building permit review and approval.
- III. In addition, the following summary constitutes the recommended conditions of approval on the subject application/development based on the plans submitted/ date stamped received December 17, 2021.

PARCEL AND EASEMENT DEDICATIONS

1. A minimum 12-foot wide public bicycle pathway easement centered on the alignment of the proposed pathway connecting the Joe Rodota Trail with Wright Road over Lots 1 and 2 shall be dedicated to the City of Santa Rosa. Maintenance of the pathway shall be the responsibility of the property owners and included in the Joint Maintenance Agreement between Lots 1 and 2 to be recorded with the Map.
2. The Applicant shall dedicate a 7.5-foot Public Utility Easement to the City for the full property frontage along Wright Road.
3. The private fire hydrant, fire main, and utility services from N. Wright Road to Lot 2 over Lot 1 shall be contained within Private Fire Main, Sanitary Sewer and Water Easements from Lot 1 in favor of Lot 2 with a joint maintenance, access, and use agreement between Lots 1 and 2. The paved area except for the fueling island and recharging station locations on Lot 1 shall be covered with a Floating Access Easement in favor of Lot 2.
4. The applicant shall dedicate a public storm drain easement over their property to the City of Santa Rosa to access and maintain the storm drain features, pipes, junctions, and channels to the satisfaction of the City Engineer. The exact location of the easement shall be determined during first plan review and be recorded prior to building permit issuance.

5. The final map shall show a private storm drainage easement over the alignment of the private storm drain systems if any systems run through the rear yards of the lots. The easement on each lot shall be in favor of all upstream lots served by the system.
6. The Applicant shall dedicate a Floating Access Easement over Lot 2 excepting therefrom permanent structures in favor of Lot 1.
7. All dedication costs shall be borne by the Applicant or property owner, including preparation of any legal descriptions, plats, title reports, and deeds that are necessary. Legal descriptions and plats ("R" sheets) shall be prepared by a registered Land Surveyor or Civil Engineer licensed to practice Land Surveying in the State of California and approved by the City Engineer. City forms are available at the City of Santa Rosa Planning and Economic Development Department, Engineering Development Services Division, Room 5, City Hall.

PUBLIC STREET IMPROVEMENTS

8. An Encroachment Permit shall be obtained prior to issuance of the building permit. Any improvements proposed or required, within the public right shall be reviewed and approved with the Encroachment Permit application. Only Construction plans submitted with the Encroachment Permit Application are final plans and shall be approved for construction. Contact Engineering Development Services at 543-3200, located at 100 Santa Rosa Avenue, Room 5, as soon as possible to begin Encroachment Permit application processing. Encroachment Permit application processing may take 4-6 weeks. Submit plans showing all work in the public right of way, or in public easements, including all work on public utilities (water meter boxes, sewer lateral cleanouts, backflow devices, etc.)
9. The applicant shall submit Public Improvement Plans for the review and approval of the City Engineer prior to building permit issuance. Public Improvement plans shall include a complete set of offsite construction drawings including a lighting plan, utility plans, storm drain plans, erosion control plan, BMP construction plans, , driveway aprons, sidewalk and curb replacement plans, and offsite signing and striping plans as applicable.
10. All public and private sidewalk shall maintain a continuous ADA accessible surface a minimum of 4-feet wide. Concrete sidewalk shall transition to match the existing grades to adjacent properties.
11. Existing streets cut by new services shall require edge grinding per City Standard 209, Trenching per Standard 215 and an A.C. over lay.
12. Private structures such as permanent fences and BMPS etc., shall not encroach into public utility easements unless approved under a variance by the City Engineer.

PRIVATE DRIVEWAY IMPROVEMENTS

13. Access from North Wright Road is to be through City Standard 250A Driveway Curb cuts, unless otherwise approved by variance by the City Engineer, accessing through an additional 6-feet in width at the curb cut. The paved area covered by the floating access easement is to be contained in a private joint maintenance agreement between Lots 1 and 2 recorded with the map.
14. A public sidewalk shall be provided with a level portion behind the driveway ramp. Paint onsite curbs red to indicate no parking along the entry ways. The driveway shall be built to City Minor street structural standards and bordered with a 6-inch concrete curb at the edge of asphalt at least 10-feet behind the driveway aprons as applicable.
15. The Bicycle Path shall be asphalt paved and built to City Standard 216. The bicycle path is to connect to the County Path, Joe Rodota Trail, conforming to existing grades and with 10-foot radius pavement returns. Appropriate trail route signs shall be installed for the bicycle path to the satisfaction of Sonoma County Regional Parks.
16. The applicant shall install traffic control signing and striping in the private driveway and parking lot including directional traffic striping, ADA compliant parking lot stall signing and striping, and ADA compliant access(es) to the buildings from the public sidewalk.
17. Onsite lighting of the private parking lot shall meet minimum city standards requirements for safety and acceptable luminary standards.

TRAFFIC

18. Appropriate street name signs, pavement markings, and regulatory signs, as approved by the City Engineer, shall be installed and or reinstalled along the project's North Wright Road frontage. Applicant shall be responsible for any transitional improvements required between new construction and existing improvements.
19. As applicable, No Parking signs shall be posted for the east side of North Wright Road along the project frontage if not present.
20. New services (electrical, telephone, cable or conduit) to new structures shall be installed underground. As applicable, the applicant shall underground overhead utilities along the project frontage per City code at their sole expense.
21. Applicant shall coordinate, and where necessary, pay for the relocation of any power poles or other existing public utilities, as necessary.
22. Provide sufficient line of sight so a vehicle exiting the project shall not impede or

cause the oncoming traffic on North Wright Road to radically alter their speed, based on Table 405.1A of the Caltrans' Highway Design Manual. Tree canopies shall be maintained at least 7-feet off the ground and landscaping shall be maintained at maximum 36-inch height within the stopping site. Install "No parking" signs and paint the curbs red within the site distance areas.

23. Avoid installation of any physical features (signs, landscaping, mailboxes, etc.) along the North Wright Road frontage of the parcel within the traffic site distance triangles. Landscaping shall be maintained to be no more than 36-inch in height for low vegetation and tree canopies shall be maintained at 7-foot minimum height along the site triangle by the owner.
24. Comply with current standards for parking lot and accessible stall dimensions and signage. Submit an on-site sign and striping plan for the new parking lot improvements at first review. Submit parking lot and street lighting plans for review and approval. Lighting shall meet minimum lighting requirements.
25. The project Applicant shall be responsible for repairing/removing any debris, damage, or deterioration occurring to existing local streets and/or private driveways as a direct result of construction activity related to installation of the improvements (grading, street construction, utility installation, etc.). Required repair shall involve patching, cleaning, sealing, or overlaying affected areas as appropriate to return North Wright Road to as good as condition as it was in prior to construction. If the project Applicant does not act prudently in a timely manner, the City shall, at its discretion, perform the correction and charge the owner/subdivider for all costs and overhead incurred.

GRADING

26. A soils and geologic report shall be provided with the building and public improvement plans submitted for review. The report shall address the new pavement sections within the parking lot for adequacy to City codes.
27. Maximum grade difference at project boundary to offsite property shall be less than 1 foot vertically, unless reviewed and approved by the City Engineer.
28. Submitted grading and drainage plans shall show typical and specific cross-sections at all exterior property lines and interior lot lines indicating the adjacent elevations at the join grades to adjacent parcels including graded slopes, swales, fences, retaining walls and sound walls as applicable.
29. Final Building pad compaction certifications shall be signed and sealed by a Registered Soils Engineer and certified for grade elevations by a Civil Engineer certifying each building pad. Certifications shall be submitted to EDS for review prior to building permit issuance.

PUBLIC STORM DRAINAGE

30. Other agency permits, as required to complete the project, shall be obtained by the Applicant at the Applicant's sole expense.
31. Public storm drainage shall be designed to City of Santa Rosa Design and Construction Standards and Sonoma County Water Agency (SCWA) current 2020 Flood Management Design manual standards by a licensed Civil Engineer. All storm water run-off shall be collected via an underground drainage system and discharged to the nearest public downstream facility possessing adequate capacity to accept the run-off. Preliminary and final storm drain hydrology and hydraulic design reports as approved by the Sonoma County Water Agency or a designated agent shall be provided to the City of Santa Rosa for the city file prior to public improvement plan and encroachment permit issuance. Provide engineering calculations of adequacy for the downstream storm drain connections for project flow volumes. Upsize any storm drainage facilities that do not have adequate capacity to the approval of the City Engineer.
32. Drainage patterns shall follow the Regional Master Drainage Plan as depicted in the current master drainage studies available for the local area as provided by Sonoma County Water Agency (SCWA). Changes/diversions to the contributory drainage areas for regional water sheds are not permitted without City Engineer review and approval.
33. As applicable, all drainage flows from offsite shall be intercepted at the property line and conveyed through a private system to discharge into the public right of way. Onsite storm drain design shall be reviewed and approved by the City Building Official. Regional Public storm drain design shall be reviewed and approved by SCWA for compliance with County and City design standards.
34. All onsite storm drain inlets shall be labeled per the City standard detail 409 - "DRAINS TO CREEK" or an approved equal.
35. Contractor shall not use the sanitary sewer system or storm drainage system to release construction water from the site unless they have a valid discharge permit to do so. Application for Industrial construction water discharge permit can be obtained from the City of Santa Rosa Environmental Compliance Department. Contact Chris Murray at 707-543-3393.
36. Any existing storm drain stub outs to the property that shall not be used shall be abandoned at the main per City Design Standards.
37. Drainage from landscape areas are not allowed to cross over curb or sidewalk and are to outlet to a street or drainage channel through City Standard curb drains or other acceptable means.

38. Lot drainage, retention or detention systems, and private storm drain facilities shall be approved by the Chief Building Official's designated representative. All private drainage facilities shall be privately owned and maintained. Cross lot drainage is not permitted without a storm drainage easement being recorded at the Sonoma County Recorder's office in favor of the upstream property.
39. All offsite storm drain work and coordination with any adjacent neighbors to the project, and all off site construction and or access easements as needed to construct the project shall be obtained at the sole cost of the applicant prior to entitlement.
40. If flows exceed street capacity, flows shall be collected via an underground drainage system (with minimum 15" diameter and maximum 72" diameter pipe sizes) and discharged to the nearest approved downstream facility possessing adequate capacity to accept the runoff, per the City's design requirements. Such runoff systems shall be placed within public street right-of-way wherever possible.
41. Private drainage systems are to be connected to a public system from a private field inlet located behind the sidewalk and or through a minimum 15-inch RCP or HDPE storm drainpipe through the public right-of-way, public utility easement or storm drain easement to a public drainage structure. No blind connections are permitted into public storm drain system. Public storm drains shall be shown on the plans in a design profile. Install a city standard storm drain structure at any change of pipe size, pipe grade or pipe direction. A maximum of two public storm drain connections to the Public system are permitted for the project unless otherwise approved by the City Engineer.
42. For purposes of leak detection and maintenance access, no reinforced concrete shall be designed over publicly maintained storm water drainpipe facilities. Unreinforced concrete shall be allowed under special circumstances such as crosswalks. Storm drain inlets shall be located outside of the concrete area. Storm drainage facilities in the private road and private driveway shall be maintained by the HOA, lot owner or commercial lot owner.
43. Any proposed underground detention basins shall be owned and maintained by the lot owner. The owner shall install a 48" manhole to provide access and maintain the underground basin/pipe.
44. A public storm drain is to be extended from Wright Road to the easterly project boundary, designed at minimum grade and sized to provide capacity for future extension with development per General Plan Density of the adjacent property. The pipe is to end at the easterly property line with a City Standard Field inlet with side openings and bolt down top. The public storm drain is to be constructed with a City Standard 216 maintenance access road contained within a 15-foot Public Storm Drain easement and provided with either hammerhead turn around or secondary access easement over site to Public Right of Way. The Public Bicycle Path Access Easement is to be over the maintenance access road connecting Wright Road to the Joe Rodota Trail.

STORM WATER COMPLIANCE (SWLID)

45. The Applicant's engineer shall comply with all requirements of the latest edition of the City Standard Urban Storm Water Low Impact Development Plan (SWLID) Guidelines. Final onsite Improvement Plans shall incorporate all SWLID Best Management Practices (BMP's) and shall be accompanied by a Final Onsite Storm Water Mitigation Plan which shall address the storm water quality and quantity. Final Improvement Plans shall be accompanied by a maintenance agreement or comparable document to assure continuous maintenance in perpetuity of the SWLID BMP's and shall include a maintenance schedule.
46. Perpetual maintenance of SWLID Best Management Practices (BMP's) shall be the responsibility of the lot owner. The Lot owners shall be responsible for performing and documenting an annual inspection of the BMP's on their respective properties. The annual reports shall be retained by the Lot owner for a period of the latest five years and shall be made available to the City upon request.
47. After the SWLID BMP improvements have been constructed, the Applicant's Civil Engineer or qualified professional is to prepare and sign a written certification that they were constructed and installed as required. Written certification of SWLID BMP's is to be received by the City prior to issuance of occupancy and acceptance of the Public Street improvements. Written certification of SWLID required improvements is to be received by the City prior to occupancy. The maintenance schedule and the Final SUSMP are to be included as part of the owners' records. All BMP's shall be maintained, replaced, and repaired by the lot owner unless an agreement is accepted in writing by the City Engineer.
48. The SUSMP "Declaration of Maintenance" document shall be recorded prior to Building permit issuance, if applicable.
49. BMP's and private drainage facilities shall be located on private property and not within the Public Utility easements and/or utility easement.
50. Show roof drain outfalls on the contributory area drainage maps and indicate which BMP treatment facility is responsible to treat the roof water. Show enough finish grading elevations to verify the contributory areas are correct.
51. An Erosion Control Plan shall be required at building plan submittal to show protection of the existing storm drain facilities during construction. This project is required to comply with all current State Water Board General Construction Permit Requirements.
52. The Civil Engineering plans shall show sufficient construction details and dimensions of each BMP device on the drawings, so the BMP may be replaced in the future. Landscape plans and civil plans shall be coordinated with the approved SUSMP report and show the BMP locations clearly to prevent them from being filled in with landscape materials. The landscape and civil plans shall be updated to

reflect the final BMP locations, shapes, sizes and construction dimensions to install the BMP features per the final construction.

53. No debris, soil, silt, sand, bark, slash, sawdust, rubbish, cement or concrete washings, oil, or petroleum products, or other organic or earthen material from any construction or associated activity of whatever nature, shall be allowed to enter into or be placed where it may be washed by rainfall into the storm drain system. When operations are completed, any excess material or debris shall be removed from the work area.
54. As applicable, where bio-retention basins are installed, then building foundations, transformers, meter boxes, cleanouts, fire hydrants, etc. shall be located without conflict with the basins. Locations of infrastructure shall be reviewed during plan check. Each trench crossing shall extend the length of a BMP basin by 5 additional linear feet. Locations of infrastructure should be present on the plans and shall be reviewed during plan check.

BUILDING – (from Michael Enright dated May 3, 2018)

55. Provide a geotechnical investigation and soils report with the building permit application. The investigation shall include subsurface exploration and the report shall include grading, drainage, paving and foundation design recommendations.
56. Obtain building permits for the proposed project.

WATER AND WASTEWATER

57. Demand fees shall be required and determined after review of the building permit application by Water Engineering Services. Unless otherwise approved through a deferral agreement, water, irrigation and sewer demand processing and meter installation fees shall be paid prior to the issuance of any Building Permit. The applicant may contact Water Engineering Services at WaterEng@srcity.org to determine estimated fees and shall be determined at first Building Plan review.
58. Water services shall be provided per Section X of the Water System Design Standards. Residential, commercial and irrigation uses shall be metered separately. Separate water meters may be provided for each unit, each building and or a master meter may be installed for a cluster of buildings. Water Engineering Services suggests more than one meter for the entire project. A separate irrigation service shall be provided for landscaping. Meter locations and configurations shall be reviewed during first plan review.
59. The water services and meters shall be sized to meet fire protection, domestic and irrigation uses. A dedicated fire protection service with an associated double detector check valve(s) per City Standard detail no. 880 shall be installed. A double check detector valve shall be installed at each connection point to the public system. Fireline detector check locations shall be determined with the plan check

phase of the Improvement Plans. Submit flow calculations to the Engineering Development Services Division during the Public Improvement plans review phase concurrent with the first plan check phase of the Building Plans to determine adequate sizing.

60. Install onsite private sewer laterals with a sewer clean out per City Standard Detail No. 513 to the sewer main to serve each lot. Sewer laterals are owned and maintained by the lot owner to the main.
61. The engineer shall provide a detailed utility plan showing on-site and offsite sewer, water, fire protection systems and their connections to existing sewer and water facilities. The plan shall show any wells and or septic systems to be abandoned. When a separate irrigation meter is required, an irrigation plan showing maximum GPM flow required at each control valve and connections to existing facilities shall be provided. Submit Public Improvement plans for the City Engineer's review and approval for public improvements prior to building permit issuance.
62. Any septic systems within the project boundaries shall be abandoned per Permit Sonoma and City of Santa Rosa Building Division requirements.
81. Submit landscape and irrigation plans in conformance with the Water Efficient Landscape Ordinance adopted by the Santa Rosa City Council, Resolution No. 4051, dated Oct 27, 2015. Plans shall be submitted with the Building Permit application.
82. The applicant shall install a Combination Water service per City Standards 870 for the fire sprinkler, fire hydrants, domestic and irrigation meters for the two lots. The exact configuration shall be reviewed at first building review and is based on the water pressure calculations.
83. The applicant shall install a separate irrigation service with a reduced pressure backflow device per current City Standards 876. See Section X.O. of the Water System Design Standards. Meter size is dependent on peak demand and shall be determined upon review of irrigation plans. Irrigation demand, processing and meter fees shall be paid prior to issuance of building permit.
84. A private fire hydrant shall be required on Lot 1 along the northerly driveway access in the landscape finger and in accordance with City Fire Department Requirements to coincide with fire tactics and equipment. The hydrant location shall be within 150-feet of commercial buildings and a minimum 40-feet from structures or as otherwise approved by the Fire Department during plan check. Fire hydrant type and installation shall comply with City Water Standard 857. For specific fire hydrant locations and flow requirements see Section XII of the Water System Design Standards.
85. The use of the private fire main, hydrant, and all appurtenant improvements for the fire main extension from N. Wright Road on Lot 1 by Lot 2 shall be addressed in a "Declaration of Easements, Covenants, and Restrictions" document. The document shall be reviewed and approved by the Fire Department and shall be recorded prior to issuance of any permit to construct the private Underground Fire Main.

86. If separate domestic service for Lot 2 cannot meet the required fire sprinkle flow demands a separate fire main with double detector check valve shall be required.
87. All landscape and domestic water meters shall be protected with reduced pressure backflow devices per City Standards 876.
88. Any existing water or sewer services not in use shall be abandoned at the main per City Design Standards. Abandon the existing residential services to the existing houses.
89. New sewer laterals shall be provided with a clean out at the right of way line or edge of easement per City Standard 513. All portions of the private sewer lateral extending through the public right of way or any public utility easements shall be maintained by the property owner and shall be labeled as private on the public improvement plans.
90. Submit a full fire flow analysis to the Fire Department for review. Connections to the City water system shall be dependent on meeting fire flow requirements. Private hydrants shall be required on site and the locations shall be determined with the Building Permit Application. Fire sprinklers shall be required in addition to the private hydrants. If a public fire hydrant is required, the location shall be determined during the plan check process of the Improvement Plans.
91. Water Engineering Services provides mapping of private onsite water mains and fire hydrants for the Fire Department and processes the fee collection and meter installation for the fireline. Submit two copies of the approved onsite plans showing private firelines and private fire hydrants locations to Water Engineering Services prior to requesting meter sets and commencing service. Refer to section XI.A of the Water System Design Standards for submittal of plans for private fire systems.

FIRE – (from Paul Lowenthal dated February 18, 2022)

92. The project is subject to the building codes in effect at time of building permit application. The applicant may wish to request extensions to the previously approved applications. The next code cycle is scheduled to go into effect on January 1, 2023.
93. Deferred submittals required for onsite private fire main, fire sprinklers, fire alarm and underground storage tanks

RECREATION AND PARKS – (from Scott Wilkinson dated February 16, 2022)

94. Parks acquisition and/or park development fees shall be paid at the time of building permit issuance. The fee amount shall be determined by the resolution in effect at the time.
95. All landscaping shall be privately maintained and irrigated. Property owner shall be

responsible for the irrigation and maintenance of the street trees and maintenance of the planter strips in front of and alongside of the project.



9/4/2024

CLEVE GURNEY – DEPUTY DIRECTOR OF DEVELOPMENT SERVICES

CC - RES-2025-141 (08-19-2025)

Final Audit Report

2025-08-27

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