



County of Sonoma
Permit & Resource Management Department

Sonoma County Planning Agency Agenda

Permit Sonoma
2550 Ventura Avenue, Santa Rosa, CA 95403
(707) 565-1900 FAX (707) 565-1103

November 30, 2023
Meeting No.: 23-03

In-Person Meeting Information

Members of the public can attend the meeting in person at:

[Board of Supervisors Chambers](#)
[575 Administration Drive, Room 102A](#)
[Santa Rosa, CA 95403](#)

Webinar Information

Members of the public can watch or listen to the meeting by calling in or by using the Zoom application:

- **Zoom Webinar:** [Join Meeting >>](#)
<https://sonomacounty.zoom.us/j/98825949869?pwd=M2dVUDBLWEtxaHY4UDNmNHloRG9qUT09>
- **Telephone:** 1 (669) 900-9128
- **Webinar ID:** 988 2594 9869
- **Passcode:** 588711

Roll Call

Commissioner District 1 Carr
Commissioner District 1 Absent
Commissioner District 2 Reed
Commissioner District 2 Gilardi
Commissioner District 3 Absent
Commissioner District 3 Absent
Commissioner District 4 McCaffery
Commissioner District 4 Deas
Commissioner District 5 Koenigshofer
Commissioner District 5 Marquez

Staff Members

Cecily Condon, PRMD Division Manager
Tasha Levitt, Secretary
Jennifer Klein, Chief Deputy County Counsel

Disability Accommodation

If you have a disability which requires an accommodation or an alternative format to assist you in observing and commenting on this meeting, please call (707) 565-1935 or email PlanningAgency@sonoma-county.org at least 72 hours in advance of the meeting to make arrangements.

Materials

Available digitally through the link in the Agenda. You can also email PlanningAgency@sonoma-county.org or the project planner to request materials.

1:00 PM Call to order, Roll Call and Pledge of Allegiance.

Approval of Minutes

Correspondence

Planning Agency Report: actions of the Board

Commissioner Announcements

Topics of Discussion

[View documents for all items listed digitally>>
https://share.sonoma-county.org/link/j1hlqChL_xs/](https://share.sonoma-county.org/link/j1hlqChL_xs/)

Please note, **No public hearings will be held, and no actions will be taken.**

- Approval of Minutes:
 - Planning Commission –
 - March 16, 2023 (Carr, Gilardi, Koenigshofer, McCaffery)
 - May 18, 2023 (Carr, Gilardi, Ocana, Koenigshofer, McCaffery)
 - June 29, 2023 (Reed, Wiig, Koenigshofer, McCaffery)
 - July 13, 2023 (Carr, Reed, Wiig Koenigshofer, Deas)
 - July 20, 2023 (Carr, Reed, Wiig Koenigshofer, Deas)
 - November 2, 2023 (Olmstead, Gilardi, Wiig, Koenigshofer, McCaffery)
 - Board of Zoning Adjustments –
 - February 24, 2022 (Carr, Deas, Koenigshofer, Reed)
 - March 23, 2023 (Cornwall, Reed, Wiig, Koenigshofer, McCaffery; Item 3: Carr, Reed, Koenigshofer, Deas)
 - July 27, 2023 (Reed, Wiig, Koenigshofer, McCaffery)

*The next Planning Agency meeting is tentatively scheduled for February 29, 2024

Permit Sonoma Hearing Waiver Calendar

This calendar serves only to notify the public of hearing waiver projects. The projects listed below are NOT on the current agenda. During the Sonoma County Shelter in Place order additional accommodations for digital file review and time extensions of the waiver period are available by contacting the project planner prior to the “last day for public comment” date listed for each item.

None

Procedures

PA meetings begin at 1:00 PM and are recorded. Presentations on the scheduled topics are given, followed by commissioner questions and discussion. A public hearing is then opened and the applicant gives a 10-minute project presentation followed by public comments. The time limit for public comments is at the Chair’s discretion and is typically 3 minutes per speaker. Please state your name for the record when you are called upon.

Questions raised by the public may be answered after all public comments are given. The Commission may request staff to answer questions.

Uncontested Calendar: All items listed on the uncontested calendar are considered to be routine. The Chair will open the public hearing on all items simultaneously. If no one from the public addresses the PC, the hearing will be closed and the items may be acted upon with a single majority vote.

Public Appearances for Non-Agenda Items: Shortly after the hearing begins, the PC invites public participation regarding the affairs of the County. Any person desiring to speak on any matter which is not scheduled on this agenda may do so. Comments may be limited to three minutes, or as imposed at the discretion of the Chair. Under State Law, matters presented during public appearances cannot be discussed or acted upon by the PC commissioners.

Public Comments

Please follow the instructions below to submit a Public Comment in writing, email or in person. The PA invites interested persons to submit comments which are entered into the permanent record. Written comments received prior to and during the hearing are distributed to the commissioners, staff, and are available to the public via the public copies link in the calendar section of this agenda. Written comments received after the package is made public may be read into the record.

Mail Public Comments: Address letters to: Permit Sonoma, 2550 Ventura Avenue, Attn: Planning Agency Secretary, Santa Rosa, CA 95403 and include the project number.

Email Public Comments: Email comments to: PlanningAgency@sonoma-county.org. Please provide your name and the project number. It is advised to email comments prior to the hearing date to give commissioners and staff review time.

Public Comments Using Zoom: Members of the public who join the Zoom meeting, either through the Zoom app or by calling in, may give a public comment when the Chair opens the public hearing for your item of interest. Please take the time to locate the raise hand feature in the app, press the Alt & Y keys together on your keyboard, or press *9 to raise and lower your hand when calling in. Your name, or phone number if you call in, will be announced when it's your turn to speak (1 public comment is allowed per person).

Please Be Respectful of others and the varying points of view. No clapping, booing, or speaking out of turn.

Please Be Courteous turn off cell phones and pagers while the meeting is in session.