



2550 Ventura Avenue
Santa Rosa, CA 95403

p: (707) 565-1900

f: (707) 565-1017

Tennis Wick
Director

Scott Orr
Assistant Director

Michelle Arellano
Administration

Nathan Quarles
Engineering and Construction

Tyra Harrington
Code Enforcement

Genevieve Bertone
Communications

Steve Mosiurchak
Fire Marshal

John Mack
Natural Resources

Brian Keefer
Ombudsperson

Sonoma County Planning Commission Agenda

Board of Supervisors Chambers
575 Administration Drive, Room 102A
Santa Rosa, CA 95403

PlanningAgency@sonoma-county.org

November 7, 2024

Meeting No.: 24-10

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/95642538591?pwd=hd5QFj21JSvz1glbmsBIFScj7KJFgb.1>
- **Telephone:** 1 (669) 444-9171
- **Webinar ID:** 956 4253 8591
- **Passcode:** 809369

Roll Call

Commissioner Carr, District 1
Commissioner Gilardi, District 2
Commissioner Ocaña, District 3
Commissioner Marquez, District 5
Commissioner McCaffery, Chair, District 4

Staff Members

Cecily Condon, PRMD Division Manager
Azine Spalding, Planner I
Scott Orr, PRMD Assistant Director
Stacie Groll, Administrative Assistant

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) 565-6186 or email PlanningAgency@sonoma-county.org at least 72 hours in advance of the meeting to make arrangements.

Contributions

Pursuant to Government Code section 84308, members of the Planning Agency, Planning Commission, or Board of Zoning Adjustments (collectively “Planning Agency”) are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the member of the Planning Agency received more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County’s decision on the agenda item since January 1, 2023. Members of the Planning Agency who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a member of the Planning Agency since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Planning Agency member and may be made either in writing to the Clerk for the Planning Agency, Planning Commission, or Board of Zoning Adjustments, as the case may be, prior to the subject hearing or by verbal disclosure at the time of the hearing.

Materials

Available digitally through the link in the Agenda and on the Planning Commission website. 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.

Correspondence

Board of Zoning Adjustments/Board of Supervisors Actions

Commissioner Announcements

Public Appearances for Non-Agenda Items

Items scheduled on the Agenda

Planning Commission Regular Calendar

[View documents for all items listed digitally>>](#)

<https://share.sonoma-county.org/link/aUzPNgp28d8/>

Item No.: 1
Time: 1:05 PM
File: MJS23-0002
Applicant: Tim Massey, JetFuel Capital, LLC
Owner: A M PROPERTIES
Cont. from: N/A
Staff: Azine Spalding
Env. Doc: Program Environmental Impact Report (EIR), prepared and certified for the 6th Cycle Housing Element
Proposal: Major Subdivision of a 0.76-acre parcel into eight new lots between 2,946 square feet and 5,598 square feet in size, and development of six detached and two attached single-family residential units. The six detached units will be accessed by an 18-foot common, private driveway off Wikiup Drive, and the two attached units will be accessed directly from Wikiup by driveway apron connection. The two attached units will be affordable to low-income households. The project is proposed under the “builder’s remedy” of Government Code Section 65589.5, subdivision (d)(5); General Plan land use and parcel zoning do not apply to projects that qualify for the builder’s remedy.

Recommended

Action: Staff recommends that the Planning Commission approve the Major Subdivision and Housing Development subject to the project Conditions of Approval as recommended by the Project Review and Advisory Committee.
Location: 201 Wikiup Drive, Santa Rosa
APN: 039-040-040
District: Four
Zoning: Administrative and Professional Office District (CO), Valley Oak Habitat (VOH) Combining District

Action:
Appeal Deadline:
Resolution No.: 24-0_

Vote:

Commissioner Carr
Commissioner Gilardi
Commissioner Ocaña
Commissioner Marquez
Commissioner McCaffery, Chair

Ayes:
Noes:
Absent:
Abstain:

Item No.: 2
Time: 1:20 PM
File: Chapter 40 (Ordinance for Resiliency Program)
Applicant: County of Sonoma
Owner: County of Sonoma
Cont. from: N/A
Staff: Azine Spalding
Env. Doc: N/A
Proposal: The Department has determined that adoption of this ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines § 15301, exempting the maintenance, operation and/or permitting of existing facilities; CEQA Guidelines § 15302, exempting specified replacement or reconstruction of existing structures and facilities; CEQA Guidelines § 15303, exempting conversion of existing small structures from one use to another; and CEQA Guidelines § 15305, exempting minor alterations in land use limitations in areas with an average slope of less than 20% which do not result in any changes in land use or density.

Recommended

Action: Permit Sonoma recommends that the Planning Commission adopt a resolution recommending the extension of Chapters 40 (Sonoma Complex Fire Disaster Recovery), 40A (Kincade Fire Disaster Recovery), 40C (LNU Lightning Complex Disaster Recovery), and 40D (Glass Incident Disaster Recovery), with non-substantive formatting edits, for an additional two years until December 31, 2026.

Location: Countywide
APN: Various
District: All
Zoning: N/A

Action:
Appeal Deadline:
Resolution No.: 24-0_

Vote:

Commissioner Carr
Commissioner Gilardi
Commissioner Ocaña
Commissioner Marquez

Commissioner McCaffery, Chair

Ayes:
Noes:
Absent:
Abstain:

Item No.: 3
Time: 1:35 PM
File: ORD23-0005
Applicant: Permit Sonoma
Owner: Permit Sonoma
Cont. from: N/A
Staff: Scott Orr
Env. Doc: Not a project, pursuant to CEQA Guidelines § 15378 (b)(5); and exempt from CEQA under the “common sense” exemption, CEQA Guidelines Section 15061(b)(3).
Proposal: Consider a recommendation to the Board of Supervisors regarding proposed amendments to Sonoma County Code, Chapters 26 and 26C. The proposed project consists of updates to the Sonoma County Code pertaining to public hearing processes for land use matters, decision making entities, and related administrative procedures. The most significant changes include adoption of a Zoning Administrator public hearing process, retirement of the Board of Zoning Adjustments (BZA) and the Project Review and Advisory Committee (PRAC), and reallocation of current BZA and PRAC duties and authority to the Planning Commission for major items and Zoning Administrator for minor items. The proposed Code amendments also make various related changes, including clarifications on appeals and appeal processes, extending or eliminating the standard term for applicants to meet their project conditions of approval, codifying a procedure to close out inactive planning applications, and other changes to streamline and modernize Permit Sonoma processes and procedures. The proposed amendments to Chapters 26 and 26C, and the Planning Commission’s recommendation on the proposed amendments to Chapters 26 and 26C, will be considered as by the Board of Supervisors at a later date, along with related amendments to other chapters of the County Code. The proposed ordinances do not change zoning, density or intensity, development standards, or other code provision that affects land use.

Recommended

Action: Recommend that the Board of Supervisors adopt the proposed amendments to Chapters 26 and 26C.
Location: Countywide
APN: Countywide
District: All
Zoning: N/A

Action:
Appeal Deadline:
Resolution No.: 24-0_

Vote:
Commissioner Carr
Commissioner Gilardi
Commissioner Ocaña
Commissioner Marquez
Commissioner McCaffery, Chair

Ayes:
Noes:
Absent:
Abstain:

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.

NONE

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 Appearances for Agenda Items: PC hearings begin at 1:00 PM and are recorded. Agenda items begin on or after the time stated on the agenda. After a county staff project presentation and commission questions, the public hearing is then opened. The applicant may then give a 10-minute project presentation followed by public comments. The time limit for public comments is at the Chair's discretion and is typically three 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 or the applicant to answer questions, and the applicant is given the opportunity to respond to any public comments. The public hearing is then closed, and no further public comments are received. The commissioners discuss the project and make a decision by motion and roll call vote.

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Hearing Waiver Calendar: The hearing waiver calendar lists projects proposed for public hearing waivers for informational purposes only. The listed items are not scheduled on the current or uncontested calendars. For more information on the hearing waiver item, contact the planner assigned to the project or fill out a ‘Request for Information’ card.

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 Comments

Please follow the instructions below to submit a Public Comment in writing, email or in person via the hearing room. The PC 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. **This is not the location of the hearing.**

Email Public Comments: Email comments to: PlanningAgency@sonoma-county.org. Please provide your name and the project number. It is advised to email comments (no later than the day before) prior to the hearing date to give commissioners and staff review time.

If you wish to speak on an item which appears on this agenda, please fill out a speaker card and drop it in the box near the staff table. You will be called by the Chair in the order received. Your

name, will be announced when it's your turn to speak (1 public comment is allowed per person). The meetings are recorded and all in person testimony must be given through the microphone. Please state your name upon approaching the microphone. Each person may speak only once and is usually granted 3 minutes. Time limits are at the discretion of the Chair. Questions raised by the public are to be directed to the Commission. At the end of the hearing, the Commission may ask staff or the applicant to respond to any questions raised during the hearing.

If you wish to comment on a hearing waiver item, submit your comment directly to the assigned planner prior to the "last day for public comment" date listed for each item.

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.