



County of Sonoma  
Permit & Resource Management Department

## ***Sonoma County Board of Zoning Adjustments and Planning Commission Agenda***

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

August 25, 2022  
Meeting No.: 22-10

**In accordance with AB 361, Governor Newsom's March 4, 2020 State of Emergency due to the COVID-19 pandemic, Sonoma County Public Health Officer's Recommendation for Teleconferenced Meetings, and the Sonoma County Board of Supervisors Resolution 21-0399, the August 25, 2022 Board of Zoning Adjustments (BZA) meeting will be held virtually.**

### **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 >>](#)
- **Telephone:** 1 (669) 444-9171
- **Webinar ID:** 917 1829 0940
- **Password:** 615482

### **Roll Call**

Caitlin Cornwall, District 1  
Larry Reed, District 2  
Kevin Deas, District 4  
Eric Koenigshofer, District 5  
Jacquelynn Ocaña, Chair, District 3

### **Staff Members**

Scott Orr, Deputy Director  
Adam Sharron, Staff  
Cecily Condon, Staff  
Liz Goebel, Secretary  
Verne Ball, 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) 565-1947 or email [PlanningAgency@sonoma-county.org](mailto: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](mailto:PlanningAgency@sonoma-county.org) or the project planner to request materials.

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

**Approval of Minutes** None

**Correspondence**

**Planning Commission/Board of Supervisors Actions**

**Commissioner Announcements**

**Board of Zoning Adjustments & Planning Commission  
Regular Calendar**

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

**Item No.:** 1 – Board of Zoning Adjustments  
**Time:** 1:05 PM  
**File:** UPE01-0181  
**Applicant:** Ghilotti Construction Company, Inc.  
**Owner:** Investor's Development Company  
**Cont. from:** 11/12/2020  
**Staff:** Adam Sharron  
**Env. Doc:** Mitigated Negative Declaration  
**Proposal:** Request for a Use Permit to legalize a contractor's equipment and materials storage yard and periodic processing of asphalt, cement, concrete, and soil, including the use of crushing equipment, on approximately 18 acres of a 19-acre parcel. The application will address a 2016 settlement agreement between the applicant and the County.

**Recommended Action:** Staff recommends that the Board of Zoning Adjustments adopt the Mitigated Negative Declaration and approve the request, with conditions, for a contractor's equipment and materials storage site, soil stockpile, and periodic processing of broken asphalt and concrete materials for recycling.

**Location:** 304 Todd Rd., Santa Rosa  
**APN:** 134-171-050 and 134-171-049  
**District:** Five  
**Zoning:** Limited Rural Industrial (M3), Valley Oak Habitat (VOH)

Action:  
Appeal Deadline:  
Resolution No.:

**Vote:**  
Commissioner Cornwall  
Commissioner Reed  
Commissioner Deas  
Commissioner Koenigshofer  
Commissioner Ocaña

Ayes:  
Noes:  
Absent:  
Abstain:

**Item No.:** 2 – Planning Commission  
**File:** PLP21-0014  
**Applicant:** Christian Bertrand  
**Owner:** Same  
**Cont. from:** Not Applicable  
**Staff:** Cecily Condon  
**Env. Doc:** Mitigated Negative Declaration

**Proposal:** 1) A Use Permit modification to expand the Glen Ellen Inn by converting the existing restaurant to two new guest rooms, a new check-in and lounge area, and also expanding building D onsite to add a new guest room, for a total of three new guest rooms on two parcels, 0.32 acres and 0.22 acres in size, to be merged by a subsequent Voluntary Merger.  
2) A General Plan Amendment and Zone Change to change the land use and zoning from LC (Limited Commercial) to RVSC (Recreation and Visitor Serving Commercial) land use and K (Recreation and Visitor Serving Commercial) zoning on the 0.22-acre parcel.

**Recommended Action:** Staff recommends that the Planning Commission recommend approval of the use permit, the Mitigated Negative Declaration, and the General Plan Amendment and the Rezoning to the Board of Supervisors.

**Location:** 13670 Arnold Dr. & 5465 O'Donnell Ln., Glen Ellen

**APN:** 054-290-008 & -009

**District:** One

**Zoning:** K (Recreation and Visitor Serving Commercial), F2 (Secondary Floor Plan), LG/GE1 (Local Guidelines/Glen Ellen Subareas 1), RC 50/50 (Riparian Corridor), SR (Scenic Resources) & LC (Limited Commercial), LG/GE1 RC50 SR

Action:

Appeal Deadline:

Resolution No.:

**Vote:**

Commissioner Cornwall

Commissioner Reed

Commissioner Deas

Commissioner Koenigshofer

Commissioner Ocaña

Ayes:

Noes:

Absent:

Abstain:

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## 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 of the waiver period are available by contacting the project planner prior to the "last day for public comment" date listed for each item.

**File:** UPC19-0007

**Project Name:** SMH Resources, Inc. Cannabis Dispensary (formerly Sonoma Medicinal Herbs)

**Applicant:** Lawrence M Michaelson

**Staff:** Crystal Acker

**Location:** 3403 Santa Rosa Ave., Ste. 102, Santa Rosa

**APN:** 134-123-037

**Project Description:** A Use Permit Renewal and minor modification of an existing cannabis dispensary within an existing 3,839-square-foot tenant space within an existing 38,340-square-foot commercial building on a 1.65-acre Retail Business and Service District (C2) zoned parcel. Requested changes include: 1) allow for both medicinal and adult use, 2) request a five-year term permit, and 3) expand operating hours to 9:00 am - 9:00 pm daily; previously approved as UPE10-0069.

**Last Day for**

**Public Comment:** August 29, 2022

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### **Procedures**

BZA hearings begin at 1:00 PM and are recorded. Agenda items begin on or after the time stated on the agenda. County staff will give a presentation on the project followed by commissioner questions. 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 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.

**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 BZA, 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 BZA 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 BZA commissioners.

### **Public Comments**

Please follow the instructions below to submit a Public Comment in writing, email or in person via Zoom. The BZA 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](mailto: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.