



County of Sonoma  
Permit & Resource Management Department  
**Sonoma County Planning Commission**

**Agenda**

Board of Supervisors Chambers  
575 Administration Drive, Room 102A  
Santa Rosa, CA 95403  
[PlanningAgency@sonoma-county.org](mailto:PlanningAgency@sonoma-county.org)

December 21, 2023  
Meeting No.: 23-20

**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/94446026545?pwd=cmJLUkRzYnJJZDJGRzBVTFB6RTRidz09>
- **Telephone:** 1 (669) 900-9128
- **Webinar ID:** 944 4602 6545
- **Passcode:** 750612

**Roll Call**

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

**Staff Members**

Cecily Condon  
Joshua Miranda  
Tasha Levitt, 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](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 and on the Planning Commission website. 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.

**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/udJMD51iqFk/)  
<https://share.sonoma-county.org/link/udJMD51iqFk/>

**Item No.:** 1  
**Time:** 1:05 PM  
**File:** CMO21-0007  
**Applicant:** Cathy Smith-Kemiji  
**Owner:** Jeffrey B and Anne-Marie Allen Family Trust  
**Cont. from:** Not Applicable  
**Staff:** Joshua Miranda  
**Env. Doc:** Categorical Exemption  
**Proposal:** Certificate of Modification to expand the existing building envelope, 1,848 square feet, on Lot 2 of "Johnathan Oaks Subdivision" MJS160.893 recorded in Book 330, Pages 31-32 in Sonoma County Records. The proposed building envelope expansion would allow for a future 1,200 square foot ADU on a 3.02 acre parcel

**Recommended**

**Action:** Adopt the Draft Conditions of Approval recommended by PRAC on October 19, 2023, and approve the request for a Certificate of Modification to modify the existing building envelope by expanding 1,848 square feet on Lot 2 of "Tract No. 603 of the Johnathan Oaks Subdivision", recorded in Book 330 Page 31-32 of Sonoma County Official Records

**Location:** 1478 Olivet Road, Santa Rosa

**APN:** 057-130-080

**District:** Five

**Zoning:** Agriculture and Residential with a 3-acre density (AR B6 3) and Combining District for Valley Oak Habitat (VOH)

Action:

Appeal Deadline:

Resolution No.: 23-0\_

**Vote:**

Commissioner Carr

Commissioner Gilardi

Commissioner Wiig

Commissioner Marquez

Commissioner McCaffery

Ayes:  
Noes:  
Absent:  
Abstain:

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**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.

**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](mailto: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.