

**CITY OF SONOMA  
PLANNING COMMISSION  
REGULAR MEETING  
July 10, 2014**

**Community Meeting Room, 177 First Street West, Sonoma, CA**

**MINUTES**

Chair Tippell called the meeting to order at 6:30 p.m.

**Roll Call:**

Present: Chair Tippell, Comms. Felder, Howarth, Edwards, Heneveld, Willers, and Cribb (Alternate)

Absent: Comm. Roberson

Others Present: Senior Planner Gjestland, Associate Planner Atkins, Administrative Assistant Morris

Chair Tippell stated that no new items would be heard after 10:30 p.m. unless the Planning Commission so decides. Any decisions made by the Planning Commission can be appealed within 15 days to the City Council. He reminded everyone to turn off cell phones and pagers. Comm. Heneveld led the Pledge of Allegiance.

**COMMENTS FROM THE PUBLIC:** No public comments.

**APPROVAL OF MINUTES:** Comm. Edwards made a motion to approve the minutes of July 10, 2014. Comm. Heneveld seconded. The motion was approved 5-2 (Comm. Cribb and Chair Tippell abstained).

**CHANGES TO AGENDA ORDER:** Senior Planner Gjestland noted that Item #1 had been continued to the regular Planning Commission meeting of August 14, 2014, as the application submittal was incomplete.

**CORRESPONDENCE:** No late correspondence was submitted for items on the agenda.

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**Item #1 – Public Hearing – Consideration of an Exception from the side yard setback requirements to allow additions to the residence at 753 Third Street East.**

**Applicant/Property Owner: Richard Konecky**

Item #1 was continued to the regular Planning Commission meeting of August 14, 2014, as the application submittal was incomplete.

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**Item #2 – Public Hearing-** Consideration of a Use Permit amendment to allow truck deliveries for Pet Food Express from the West Spain Street parking lot of the Sonoma Valley Shopping Center at 525 Third Street East.

**Applicant/Property Owner: Pet Food Express/ Sonoma Valley Center LLC.**

**Associate Planner Atkins presented staff's report.**

Comm. Howarth confirmed with staff that the distinction between a small versus large truck is 40 feet and 62 feet as defined in the traffic study.

Senior Planner Gjestland said there are no regulations prohibiting trucks on West Spain Street.

**Chair Tippell opened the item to public comment.**

Carol Davis, Senior Construction Manager for Pet Food Express, agreed with the conditions of approval outlined by staff and is committed to pets and their owners. She explained the rationale/reasoning for the roll up door is for unloading large pallets.

Comm. Edwards noted that these types of large deliveries are routine for the shopping center site.

**Chair Tippell closed the item to public comment.**

Comm. Howarth confirmed with staff that Pet Food Express is not subject to the formula business regulations because the business is located in the Sonoma Valley Center, which is exempt from the regulations.

Comm. Willers was primarily concerned with noise from the trucks on West Spain Street that he viewed as a negative impact for the neighbors.

Chair Tippell agreed with Comm. Edwards that the maximum length of the truck should be 40 feet.

Comm. Edwards made a motion to approve the proposal with a condition of approval to limit the truck size to 40 feet and to authorize delivery hours of 4:30 - 7:30 a.m. Comm. Howarth seconded. The motion was approved 6-1 (Comm. Willers dissenting).

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**Item #3 – Study Session – Study session on a proposal to construct a 7-unit Planned Development on a 0.50 acre site at 405 Fifth Street West.**

**Applicant/Property Owner: Forrest Jinks**

Senior Planner Gjestland presented staff's report and added that the City Engineer had confirmed that a maintenance agreement could be considered an allowable alternative to a Home Owners Association (HOA).

Chair Tippell emphasized that the forum was an informal discussion to solicit public comments and feedback from the Commission. He asked if there were any questions from the commissioners.

Comm. Howarth confirmed with staff that inclusionary affordable units are not required to be the same size as market rate units under the zoning regulations and that the proposed

access/circulation layout is consistent with the recommendations of the previous traffic study for the site.

Comm. Edwards confirmed with staff that resident's garbage and recycling bins would be wheeled to the Fifth Street West frontage for collection

**Chair Tippell opened the item to public comment.**

Randy Figueiredo, project architect, described the various aspects of the proposal, noting that the Planned Development is under the allowable density and FAR. He indicated that bicycle parking could be added and confirmed that washer and dryers could be provided inside all unit types, allowing for the storage of recycling/garbage bins within garages. He noted they are looking at ways to add architectural interest on the east elevation and emphasized that the setback from Fifth Street West would allow for a substantial amount of landscaping.

Mary Hart, 410 Fifth Street West, supported the proposal but expressed concern about architectural compatibility, the number of residents allowed if units were rented, and delivery trucks obstructing access on Fifth Street West.

Susanne Houston, property manager for Sonoma Valley Center, supported the proposal indicating that it would be a good fit for the neighborhood.

Comm. Cribb preferred a HOA and asked the applicant why this was not proposed. The applicant responded that HOAs raise the prospect of lawsuits.

Comm. Edwards indicated that the east unit should engage Fifth Street West, rather than present a sidewall. He mentioned that the plan is constrained and may have one too many units.

Comm. Howarth concurred and expressed concern about building mass, especially at the corner, and the plate on plate construction. He suggested reducing the corner unit to one-story, possibly as a smaller affordable unit, and expressed a preference for having a HOA.

Comm. Felder concurred and added that more attractive open space options should be considered as he did not feel the patios proposed toward West Spain Street would be useful. He indicated that more open space could be provided in the community garden.

Jeff Lokey, local realtor working with the applicant, disagreed that patios were unusable and viewed as valued space.

Comm. Willers concurred with Comm. Edwards noting that elimination of a unit would loosen up the project and address many concerns expressed by the commissioners. He indicated that the building is too massive, does not engage Fifth Street West or the corner correctly, and does not create quality housing units. He expressed the feeling that the proposal over-utilizes the property and that the patios would not be used. He supported having an HOA and suggested breaking the building up into multiple structures such as duplexes.

Forrest Jinks, applicant, indicated that losing a unit would make the project infeasible and that multiple buildings were considered but that approach would not fit on the site.

Comm. Henevald concurred that the east building elevation is too massive and needs to engage Fifth Street West. He supported having a HOA.

Chair Tippell noted that many of his comments had already been stated by other commissioners. He liked Comm. Howarth's suggestion for addressing the east end of the building and felt that bicycle parking should be added. He noted the residential proposal is a vast improvement over the commercial project previously approved for the site, having significantly less traffic impacts and providing a better transition. He liked the small unit size and felt the location would encourage walking and bicycling. He did not support an HOA given the small number of units.

Comm. Howarth also expressed preference for residential use of the property as it provides a better transition given neighborhood conditions. He emphasized that, as a Planned Development, the project is held to a higher standard given the findings for approval.

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**Issues Update:** Senior Planner Gjestland reported the following:

1. Continued review of the Len Tillem's request for a Use Permit to operate two vacation rental units at 162-164 West Spain Street was postponed to the August 14, 2014 meeting at the applicant's request.
2. The Planning Advisory Committee (PAC) is scheduled to review a preliminary proposal for 870 Broadway on July 17, 2014.
3. The June 25, 2014 public workshop on the Housing Element update was well attended and the City has received a substantial number of housing surveys.
4. On July 7, 2014, the City Council adopted a Resolution upholding the Planning Commission's decision that issuance of a Type 67 ABC License for the Cottage Inn at 302-310 is consistent with the zoning regulations.

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**Comments from the Audience:** George Weiss, resident, was of the opinion that the TIPS Tri-Tip Trolley had not been operating at 455 West Napa Street due to difficulty hiring employees.

Comm. Edwards made a motion to adjourn. The motion was unanimously adopted.

**Adjournment:** The meeting adjourned at 8:00 p.m. to the next regular meeting scheduled for 6:30 p.m. on Thursday, August 14, 2014.

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Sonoma Planning Commission on the 14th day of August, 2014.

Approved:

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Cristina Morris, Administrative Assistant