



2550 Ventura Avenue  
Santa Rosa, CA 95403

**p:** (707) 565-1900  
**f:** (707) 565-1017

Scott Orr  
Director

Michelle Arellano  
Administration

Nathan Quarles  
Engineering and Construction

Cecily Condon  
Planning

Steve Mosiurchak  
Fire Marshal

## ***Sonoma County Planning Commission***

### **Actions**

Permit Sonoma Hearing Room  
2550 Ventura Avenue  
Santa Rosa, CA 95403  
[PlanningAgency@sonoma-county.org](mailto:PlanningAgency@sonoma-county.org)

December 18, 2025  
Meeting No.: 25-15

### **Roll Call**

Commissioner Kapolchok, District 1  
Commissioner Reed, District 2  
Commissioner Bahning, District 3  
Commissioner Koenigshofer, District 5  
Commissioner McCaffery, Chair, District 4

### **Staff Members**

Cecily Condon, Deputy Director, Planning  
Jacob Sedgley, Planner III  
Jon Olin, County Surveyor  
Stacie Groll, Administrative Assistant  
Jennifer Klein, Chief Deputy County Counsel

---

## **Planning Commission Regular Calendar**

**Item No.:** 1  
**Time:** 1:00 PM  
**File:** UPE24-0060  
**Applicant:** VB BTS II, LLC, Attention: Brandon St. Michel  
T-Mobile West LLC ("T-Mobile"), Attention: Daniel Pell  
Assurance Development, Attention: Melissa Keith  
**Owner:** Eric Armitage  
**Cont. from:** November 20, 2025  
**Staff:** Jacob Sedgley  
**Env. Doc:** Categorical Exemption (14 CCR § 15303)  
**Proposal:** Use permit application for a new intermediate freestanding telecommunication facility for T-Mobile Wireless consisting of installing a new

90' faux tree pole (75' antenna tip height, plus 5' of stealth branches and a 10' lightning rod), installing (12) new antennas, (6) new radio units on tower, installing (2) new ground equipment cabinets, installing (1) new GPS antenna at ground equipment, and installing power and telco to ground equipment lease area on a 4.52-acre parcel zoned DA (Diverse Agricultural).

**Recommended**

**Action:** Permit Sonoma recommends that the Board of Zoning Adjustments find the project exempt from the California Environmental Quality Act under CEQA Guidelines Section 15303 and approve the requested Use Permit to allow for an intermediate freestanding telecommunications facility, designed as an 80' tall (75' antenna tip height, plus a 5' lightning rod) green monopole, subject to the attached conditions for approval.

**Location:** 2783 Guerneville Road, Santa Rosa

**APN:** 034-101-071

**District:** Five

**Zoning:** Diverse Agriculture (DA B6 10), F2 OAK, Riparian Corridor (RC100/25), SR VOH

**Action:** **Commissioner Kapolchok** motioned to continue item to a time uncertain. Seconded by **Commissioner Bahning** and moved to continue item to a date uncertain with a 4-0-1-0 vote.

Appeal Deadline: Not Appealable

Resolution No.:

**Vote:**

Commissioner Kapolchok	Aye
Commissioner Reed	Aye
Commissioner Bahning	Aye
Commissioner Koenigshofer	Absent
Commissioner McCaffery, Chair	Aye

Ayes: 4

Noes: 0

Absent: 1

Abstain: 0

**Item No.:** 2

**Time:** 1:05 PM

**File:** ENP24-0013

**Applicant:** Melodee Vandeman

**Owner:** Melodee Vandeman

**Cont. from:** N/A

**Staff:** Jon Olin

**Env. Doc:** Categorical Exemption

**Proposal:** This report represents an appeal of an administrative determination of separate legal parcel status for an application seeking three (3) Administrative Certificates of Compliance, for a single Assessor's Parcel Number, (APN 054-270-015). Staff determination is that APN 054-270-015 is entitled to one (1) ACC.

On April 24, 2024, the applicant, Melodee Vandeman, applied for a determination seeking three Administrative Certificates of Compliance, located at 840 Horn Avenue, Glen Ellen, CA 95442, (County File No. ENP24-0013). In review of the file Staff found that only one legal parcel is present and only one ACC, rather than the three originally requested ACC's, could be granted. Staff issued the administrative determination on October 7, 2024, formally granting one ACC and denying the request for recognition of three ACC's. On November 15, 2024, the applicant, Melodee Vandeman, filed an appeal of the administrative determination granting only one ACC to the subject parcel.

**Recommended**

**Action:** The Permit Resource and Management Department (Permit Sonoma) recommends that the Planning Commission adopt a resolution upholding the staff determination that APN 054-270-015 comprises one legal parcel and as such is entitled to one ACC.

**Location:** 840 Horn Ave., Glen Ellen

**APN:** 054-270-015

**District:** One

**Zoning:** RR (Rural Residential) B6-5 acres per dwelling density, LG/GE2 (Local Development Guidelines/Glen Ellen Area 2), OAK (Oak Woodland)

**Action:** **Commissioner Kapolchok** motioned to uphold the decision of the county surveyor and deny the appeal with the modified resolution as described by Counsel. Seconded by **Commissioner Koenigshofer** with a 5-0-0-0 vote.

Appeal Deadline: 10 days

Resolution No.: 25-15

**Vote:**

Commissioner Kapolchok

Commissioner Reed

Commissioner Bahning

Commissioner Koenigshofer

Commissioner McCaffery, Chair

Ayes: 5

Noes: 0

Absent: 0

Abstain: 0