



City of Santa Rosa

City Hall, Council
Chamber
100 Santa Rosa Ave
Santa Rosa, CA 95404

DESIGN REVIEW BOARD REGULAR MEETING AGENDA AND SUMMARY REPORT - CANCELLED APRIL 4, 2024

**THE APRIL 4, 2024 REGULAR DESIGN REVIEW BOARD MEETING IS
CANCELLED. ALL ITEMS ON THE BELOW AGENDA WILL BE
CONTINUED TO THE NEXT REGULAR MEETING DATE OF APRIL 18,
2024 AT 4:30 P.M.**

**EFFECTIVE IMMEDIATELY ALL PUBLIC COMMENTS WILL BE
PROVIDED IN PERSON OR VIA EMAIL IN ADVANCE OF THE MEETINGS.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY
ATTENDING IN-PERSON FROM THE COUNCIL CHAMBERS LOCATED AT
100 SANTA ROSA AVENUE (IT IS RECOMMENDED THAT SOCIAL
DISTANCING BE OBSERVED).**

THE PUBLIC CAN ALSO VIEW OR LISTEN TO THE MEETING LIVE AT:

**1. [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE
"IN PROGRESS" LINK TO VIEW;**

**2. VIA ZOOM BY VISITING,
[HTTPS://SRCITY-ORG.ZOOM.US/J/85018452834](https://srcity-org.zoom.us/j/85018452834) OR BY DIALING
877-853-5257 AND ENTERING WEBINAR ID: 850 1845 2834;**

3. COMCAST CHANNEL 28, AT&T U-VERSE CHANNEL 99; AND

4. VIA YOUTUBE AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)

4:30 P.M. - REGULAR SESSION

- 1. CALL TO ORDER AND ROLL CALL**
- 2. APPROVAL OF MINUTES**

Design Review Board

- CANCELLED

APRIL 4, 2024

2.1 January 18, 2024 - Draft Minutes

Attachments: [January 18, 2024 - Draft Minutes](#)

2.2 January 25, 2024 - Draft Minutes

Attachments: [January 25, 2024 - Draft Minutes](#)

3. PUBLIC COMMENT

This is the time when any person may address matters not listed on this agenda, but which are within the subject matter of the jurisdiction. The public may comment on agenda items when the item is called. Each speaker is allowed three minutes.

4. BOARD BUSINESS

4.1 STATEMENT OF PURPOSE

Zoning Code Chapter 20-52.030 F. Project Review. The review authority shall consider the location, design, site plan configuration, and the overall effect of the proposed project upon surrounding properties and the City in general. Review shall be conducted by comparing the proposed project to the General Plan, any applicable specific plan, applicable Zoning Code standards and requirements, consistency of the project within the City's Design Guidelines, architectural criteria for special areas, and other applicable City requirements (e.g., City policy statements and development plans).

4.2 BOARD MEMBER REPORTS

4.3 OTHER (i.e. VICE CHAIR ELECTION, NEW MEMBER INTRODUCTIONS)

Vice Chair Elections

5. DEPARTMENT REPORTS

This time is reserved for City staff to provide a briefing on issues of interest. No action will be taken on these matters except to possibly place a particular item on a future agenda for consideration.

6. STATEMENTS OF ABSTENTION

7. CONSENT ITEM(S) - None.

8. SCHEDULED ITEM(S)

- 8.1*** PUBLIC HEARING - DESIGN REVIEW PERMIT FOR A NEW
TELECOMMUNICATION TOWER - AT 2715 GIFFEN AVENUE - FILE
NO. DR23-038

BACKGROUND: The applicant is requesting approval of a Design Review Permit for the construction of an 85-foot-tall (monopine) telecommunication tower with ground equipment, surrounded by a 6-foot-tall CMU wall. The project is exempt from the California Environmental Quality Act (CEQA).

PROJECT PLANNER: Suzanne Hartman, City Planner

Attachments: [Staff Report](#)
[Attachment 1 - Disclosure Form](#)
[Attachment 2 - Location Map](#)
[Attachment 3 - Plan Set \(Monopine\)](#)
[Attachment 4 - Biological Assessment](#)
[Attachment 5 - EME Report](#)
[Attachment 6 - Coverage Map](#)
[Attachment 7 - Photo Simulations \(Monopine\)](#)
[Attachment 8 - Alternative Site Analysis](#)
[Attachment 9 - Applicant Presentation](#)
[Resolution](#)
[Exhibit A](#)
[Presentation](#)

9. ADJOURNMENT

**Ex parte communication disclosure required.*

In compliance with Zoning Code Section 20-62, the decision of the Design Review Board is final unless an appeal is filed on a City Appeal Form (<https://srcity.org/DocumentCenter/Index/173>) and associated fees, as noted on the City's Fee Schedule (<https://srcity.org/DocumentCenter/View/16129/Planning--Economic-Development-Department-Fee-Schedule?bidId=>), are paid within 10 calendar days of the action. The time limit will extend to the following business day where the last day falls on a day that the City is not open for business.

Design Review Board

- CANCELLED

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The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available by request by contact the Recording Secretary at 707-543-4645 (TTY Relay at 711) and should be submitted as far in advance as possible, but no later than two business days before the scheduled meeting.

Any writings or documents provided to the Design Review Board prior to this meeting regarding any item on this agenda are available for public review at <https://santa-rosa.legistar.com/calendar.aspx> or in person at the Planning and Economic Development, Room 3, City Hall, 100 Santa Rosa Ave, during normal business hours.