



MEMORANDUM

DATE: November 21, 2022

TO: Chair Meuser and Member of the Cultural Heritage Board

FROM: Susie Murray, Senior Planner and Staff Liaison

CC: Jessica Jones, Deputy Director
Amy Nicholson, Supervising Planner
Cassidy Anderson, Senior Code Enforcement Officer

SUBJECT: **Work being done without benefit of permits within designated preservation districts.**

During the Cultural Heritage Board (CHB) meeting held on June 1, 2022, Board Member Fennell motioned, and Board Member Boren seconded, that an item be added to a future agenda for the CHB to discuss work being done within designated preservation districts without benefit of permits. This was the first step in a three-step process for the CHB to have the discussion.

The second step is to hear from the entire CHB by placing an item on the agenda to have a full discussion at a later date. That is the purpose of this item. This should take no more than a minute or two to determine if a majority of the CHB would like to add the item. Note that during the meeting scheduled on December 7, 2022, Cassidy Anderson, Senior Code Enforcement Officer, has been scheduled to outline the City's code enforcement protocols, and explain what resources are available to all Santa Rosa residents, business operators, visitors and decision makers.

The third step, if the CHB determines as a Board that it would like to move forward, is to add the subject to a future agenda for discussion.