



## **City of Santa Rosa**

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

**DESIGN REVIEW AND PRESERVATION  
BOARD  
REGULAR MEETING AGENDA AND  
SUMMARY REPORT - FINAL  
AUGUST 7, 2025**

**4:30 P.M.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY  
ATTENDING IN-PERSON FROM THE COUNCIL CHAMBER LOCATED  
AT 100 SANTA ROSA AVENUE, SANTA ROSA.**

**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/89374460979](https://srcity-org.zoom.us/j/89374460979) , OR BY DIALING  
877-853-5257 AND ENTERING WEBINAR ID: 893 7446 0979**

**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)**

**Public Comment may be made live, in-person, during the meeting in the  
Council Chamber or submitted in advance via email at [DRPB@srcity.org](mailto:DRPB@srcity.org)  
by 5:00 p.m. the Wednesday before the Design Review and Preservation  
Board Meeting. Any written correspondence may be included in the  
agenda before the meeting begins.**

**IN THE EVENT A BOARD MEMBER PARTICIPATES REMOTELY BASED  
ON JUST CAUSE OR EMERGENCY CIRCUMSTANCES PURSUANT TO  
AB 2449, THE BOARD WILL ALSO ALLOW FOR PUBLIC COMMENT  
THROUGH THE ZOOM LINK OR DIAL-IN NUMBER ABOVE.**

**4:30 P.M.**

## **1. CALL TO ORDER AND ROLL CALL**

## **2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)**

To consider and take action on any request from a Board Member to participate in a meeting remotely due to Just Cause or Emergency Circumstances pursuant to AB 2449 (Government Code Section 54953(f)).

## **3. APPROVAL OF MINUTES**

3.1 Draft Minutes - June 5, 2025.

**Attachments:** [Draft Minutes - June 5, 2025.pdf](#)

## **4. PUBLIC COMMENTS**

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.

## **5. BOARD BUSINESS**

### **5.1 STATEMENT OF PURPOSE**

The Design Review & Preservation Board serves as the City's authority on design review and historic/cultural preservation. The Board is charged with considering the location, design, site plan configuration, and the overall effect of proposed projects upon surrounding properties and the City in general, as well as considering proposed alterations to properties within the City's Preservations Districts and designated landmarks. The Board shall compare proposed projects 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, the Secretary of the Interior's Standards for the Treatment of Historic Properties, and other applicable City and State requirements.

### **5.2 BOARD MEMBER REPORTS**

### **5.3 OTHER (i.e. VICE CHAIR ELECTION, NEW MEMBER INTRODUCTION)**

Waterways Advisory Committee Appointment

## **6. 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.

## **7. STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

## **8. CONSENT ITEM(S)**

None.

## **9. SCHEDULED ITEM(S)**

### **9.1 UPDATES TO TELECOMMUNICATIONS ORDINANCE**

**BACKGROUND:** In January 2025, the Planning & Economic Development Department started working with BBK consultants on a comprehensive update to the City's Wireless Telecommunications Ordinance. The proposed revisions will bring the City into alignment with State and Federal regulations and will include improved design standards for the various types of telecommunication facilities.

**RECOMMENDATION:** The Planning & Economic Development Department recommends that the Design Review and Preservation Board provide input on design standards for telecommunications facilities.

Presented by: Amy Nicholson, Supervising Planner, and Suzanne Hartman, City Planner.

**Attachments:** [Staff Report](#)  
[Staff Presentation](#)

### **9.2\* PUBLIC HEARING - HANSEL FORD SERVICE BUILDING MAJOR DR - PLANNING RECORD - 0 WILJAN CT - PLN25-0042**

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**BACKGROUND:** The applicant proposes to construct a new 13,925 square-foot metal building with 14 service bays for major engine and transmission repair/rebuilding and general servicing of large commercial vehicles. The approximately 23-foot-tall building will also include a break room, restrooms, a small office, and a fluids room. The 1.45-acre parcel is one of three parcels that form the Hansel Ford dealership site and currently consists of a paved parking lot which serves the dealership building to the east.

**RECOMMENDATION:** It is recommended by the Planning and Economic Development Department that the Design Review and Preservation Board, by resolution, approve Major Design Review for the Hansel Ford Service Building, a new 13,925 square-foot metal building with 14 commercial vehicle service bays.

Presented By: Sachnoor Bisla, City Planner

**Attachments:**    [Staff Report](#)  
                              [Attachment 1 - Disclosure Form](#)  
                              [Attachment 2 - Neighborhood Context Map](#)  
                              [Attachment 3 - Project Narrative](#)  
                              [Attachment 4 - Project Plans](#)  
                              [Attachment 5 - Landscape & Irrigation Plan](#)  
                              [Attachment 6 - Photo Renderings](#)  
                              [Attachment 7 - Consistency with GP EIR Analysis](#)  
                              [Resolution](#)  
                              [Presentation](#)

## **10. ADJOURNMENT**

\*Ex parte communication disclosure required.

*In compliance with Zoning Code Section 20-62, the decision of the Design Review and Preservation 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.*

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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 calling the Recording Secretary at (707) 543-3084.. Requests 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 and Preservation 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 Department, Room 3, City Hall, 100 Santa Rosa Ave, during normal business hours.*