



**Design Review Board  
Regular Meeting Minutes - Final**

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Thursday, July 18, 2024

4:30 PM

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

Chair Jones-Carter called the meeting to order at 4:30 p.m.

**Present** 7 - Chair Melanie Jones-Carter, Vice Chair Drew Weigl, Board Member Michael Cook, Board Member Henry Huang, Board Member Victoria Liptak, Board Member Adam Sharron, and Board Member Ernest Wuethrich

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

None.

**3. APPROVAL OF MINUTES**

**3.1** May 16, 2024 - Draft Minutes

Approved as submitted.

Chair Jones-Carter opened and closed public comment at 4:33 pm

**4. PUBLIC COMMENT**

Chair Jones-Carter opened Public Comment at 4:33 p.m.

Duane Dewitt spoke in regards to the Density Bonus available for the Roseland District.

Chair Jones-Carter closed Public Comment at 4:37 p.m.

**5. BOARD BUSINESS**

**5.1 STATEMENT OF PURPOSE**

Chair Jones-Carter read aloud the Statement of Purpose.

**5.2 BOARD MEMBER REPORTS**

Board Member Liptak reported on the Waterways Advisory Committee meeting.

Chair Jones-Carter opened public comment at 4:41 p.m.

Duane Dewitt spoke in regard to Board Member Liptak's report on the Waterways Advisory Committee.

Chair Jones-Carter closed public comment at 4:42 p.m.

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

**A motion was made by Board Member Liptak, seconded by Vice Chair Weigl, to nominate Board Member Adam Sharron for Vice Chair.**

**The motion carried by the following vote:**

**Yes:** 7 - Chair Jones-Carter, Vice Chair Weigl, Board Member Cook, Board Member Huang, Board Member Liptak, Board Member Sharron and Board Member Wuethrich

## **6. DEPARTMENT REPORTS**

Staff Liaison Nicholson reported.

Chair Jones-Carter opened public comment at 4:48 p.m.

Duane Dewitt spoke in regard to the announcement of the result of the Cultural Heritage Board meeting that was scheduled on July 17, 2024, as well as other updates.

Chair Jones-Carter closed public comment at 4:50 p.m.

## **7. STATEMENTS OF ABSTENTION**

None.

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

None.

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

- 9.1** CONCEPT - CONCEPT DESIGN REVIEW FOR THE SANTA ROSA POLICE DEPARTMENT FENCE AT 930 SONOMA AVENUE AND 125 BROOKWOOD AVENUE

**BACKGROUND:** The Police Department is seeking comments from the Design Review Board for a perimeter fence to be installed around the parking lot at 950 Sonoma Avenue and 125 Brookwood Avenue. This item is exempt from the California Environmental Quality Act (CEQA).

**PRESENTED BY:** Susie Murray, Supervising Planner

**RECOMMENDATION:** Provide comments and recommendations.

Project Planner Murray presented.

Chair Jones-Carter opened public comment at 4:58 p.m.

Allen Levin spoke in regard to the overall functionality of the project designs and requested closer review of the final plans.

Pat Coil spoke in support of the project but requested additional review of the maintenance plan for the vegetation.

Chair Jones-Carter closed public comment at 5:04 p.m.

Staff responded to Board Member inquiries.

Board Members provided comments and feedback.

**The meeting went into recess at 5:33 p.m. and Reconvened at 5:39 p.m.**

**9.2** CONCEPT - CONCEPT DESIGN REVIEW FOR THE GARDEN SQUARE MIXED-USE PROJECT AT 1910 SEBASTOPOL, FILE NO. DR23-039.

**BACKGROUND:** Proposed mixed-use development including a 5 story building with 75 residential units and approximately 7,000 square feet of commercial space. This item is exempt from the California Environmental Quality Act (CEQA).

**PRESENTED BY:** Mike Janusek, Contract Planner

RECOMMENDATION: Provide comments and recommendations.

Project Planner McKay presented.

Applicant representatives made a presentation.

Chair Jones-Carter opened the public comment at 5:56 p.m.

Duane Dewitt spoke in support of the project.

Omar Lopez spoke in support of the project.

Ingrid Sterns spoke in support of the project but had concerns with the design and height of the building.

Chair Jones-Carter closed the public comment at 6:05 p.m.

Staff and the Applicant representatives responded to Board Member questions.

Board Members provided comments and feedback.

**9.3** CONCEPT - METROPOLITAN TRANSPORTATION COMMISSION WAYFINDING SIGNAGE PROTOTYPE PROJECT DR24-001 (PRJ24-001).

BACKGROUND: Proposal to install wayfinding signage for the Transit Mall and SMART Station as part of a prototype project to help the transit riding public better navigate the Bay Area public transit system. This item is not considered a project under the California Environmental Quality Act (CEQA).

PRESENTED BY: Matthew Wilcox, Transit Planner

RECOMMENDATION: Review and Comment.

Project Planner Wilcox introduced the Applicant Representative.

The Applicant Representative made a presentation.

Chair Jones-Carter opened and closed the public comment at 7:21 p.m.

Staff and the Applicant Representatives responded to Board Member questions.

Board Members provided comments and feedback.

## 10. ADJOURNMENT

Chair Jones-Carter adjourned the meeting at 7:40 p.m.

Approved on: August 15, 2024

/S/ Krystal Camp, Recording Secretary