



**Design Review and Preservation Board
Regular Meeting Minutes - Draft**

Thursday, August 21, 2025

4:30 PM

1. CALL TO ORDER AND ROLL CALL

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

Present 6 - Chair Melanie Jones-Carter, Vice Chair Adam Sharron, Board Member Sher Ennis, Board Member Drew Fagent, Board Member Mike Schwartz, and Board Member Drew Weigl

Absent 1 - Board Member Ingrid Anderson

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

None.

3. APPROVAL OF MINUTES

3.1 Draft Minutes - August 7, 2025.

Approved as submitted.

4. PUBLIC COMMENTS

Chair Jones-Carter opened public comment.

Janice Karrman made comment on City Council's Tuesday meeting.

Chair Jones-Carter closed public comment.

5. BOARD BUSINESS

5.1 STATEMENT OF PURPOSE

Chair Jones-Carter read aloud the Statement of Purpose.

5.2 BOARD MEMBER REPORTS

None.

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

None.

6. DEPARTMENT REPORTS

None.

7. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Board Member Ennis abstained from item 9.1 due to owning properties other than her residence in the City of Santa Rosa.

Board Member Ennis left the meeting at 4:39 pm.

8. CONSENT ITEM(S)

None.

9. SCHEDULED ITEM(S)

9.1 STUDY SESSION - MISSING MIDDLE HOUSING

BACKGROUND: The Missing Middle Housing (MMH) initiative establishes development standards and targeted areas to allow Missing Middle infill housing which is intended to increase the production of housing units of varying types and affordability, in walkable areas of the city.

RECOMMENDATION: It is recommended by the Planning and Economic Development Department that the Design Review and Preservation Board conduct a Study Session on the Draft Missing Middle Housing Code Section and Draft Guidance Document and provide comments to staff.

Presented By: Amy Nicholson, Supervising Planner

Supervising Planner Amy Nicholson presented.

Chair opened public comment.

Janice Karrman spoke in support of the project.

Mariana Aguilar spoke in support of the project.

Chair closed public comment.

Board Members asked Staff for clarification on the public comments that were made.

Board Members provided questions and comments to Staff.

10. ADJOURNMENT

Chair Jones-Carter adjourned the meeting at 5:46 p.m.