

RESOLUTION NO. RES-2025-022

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA AMENDING COUNCIL POLICY NO. 000-06 (APPOINTMENTS TO BOARDS/COMMISSIONS/ COMMITTEES) TO AMEND PORTIONS OF POLICY RELATED TO APPOINTMENT PROCEDURES FOR BOARD AND COMMISSION MEMBERS TO REMOVE THE CULTURAL HERITAGE BOARD AND DESIGN REVIEW BOARD AND TO ADD THE DESIGN REVIEW AND PRESERVATION BOARD

WHEREAS, Santa Rosa Municipal Code Section 20-60.060 and 20-60.070, adopted by Council Ordinance No. 3677 in 2004, established the Design Review Board and Cultural Heritage Board, respectively, and sets out the composition, authority and duties of both Boards; and

WHEREAS, on February 4, 2025, the City Council held a first reading to adopt an ordinance amending Municipal Code Sections 20-60.060 and 20-60.070 to eliminate the Design Review Board and Cultural Heritage Board and to establish the Design Review and Preservation Board to serve as the City's design review and historic and preservation review authority, including establishing certain qualifications, authority and duties; and

WHEREAS, Council Policy No. 000-06 (Appointments to Boards/Commissions/ Committees) sets forth principles, procedures and requirements for appointments to City boards, commissions and committees; and

WHEREAS, Section G of Council Policy No. 000-06 sets forth the appointments to the Design Review Board and Cultural Heritage Board by individual Council members; and

WHEREAS, the amendments to Municipal Code Section 20-60.060(B), Qualifications, set forth the following qualification requirements of the newly created Design Review and Preservation Board:

1. At least two members shall be licensed building architects.
2. At least one member shall be a licensed landscape architect or licensed landscape contractor, or shall have a college degree or applicable professional experience in the field of landscaping.
3. At least one member shall be an archaeologist, architectural historian, or historian.
4. The remaining members shall be representative of the community at large, preferably involved in the design, construction, civil or structural engineering, and/or historic preservation industry.
5. All members shall demonstrate knowledge or interest in the quality of architectural design and historic preservation of the City.

WHEREAS, given the required qualifications of certain members of the Design Review and Preservation Board, appointment by the full Council, rather than individual Council members, is necessary to ensure that all positions are filled as required by Municipal Code Section 20-60.060(B).

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Santa Rosa amends Council Policy No. 000-06 (Appointments to Boards/Commissions/Committees) as follows:

- Removal of the “Cultural Heritage Board” and “Design Review Board” from Section G, related to appointments by individual Council members; and
- Add “Design Review and Preservation Board” to Section H, related to appointments by the full Council.

BE IT FURTHER RESOLVED that this resolution shall be effective following the adoption of Ordinance No. ORD-2025-003.

IN COUNCIL DULY PASSED this 4th day of February, 2025.

AYES: (6) Mayor Stapp, Council Members Bañuelos, Fleming, MacDonald, Okrepkie, Rogers

NOES: (0)

ABSENT: (1) Vice Mayor Alvarez

ABSTAIN/RECUSE: (0)

ATTEST: _____ APPROVED: _____
City Clerk Mayor

APPROVED AS TO FORM: _____
City Attorney

Exhibit A – Council Policy 000-06