



City of Santa Rosa

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

Cultural Heritage Board Regular Meeting Minutes - Draft

Wednesday, August 16, 2023

4:30 PM

1. CALL TO ORDER AND ROLL CALL

Chair Meuser called the meeting to order at 4:33 P.M.

Present 7 - Chair Brian Meuser, Vice Chair Cappie Garrett, Board Member Bonnie Boren, Board Member Patrick Carney, Board Member Laura Fennell, Board Member Heidi Klyn, and Board Member Janice Marzlin

2. APPROVAL OF MINUTES

2.1 July 19, 2023 - Draft Minutes

Approved as submitted.

3. PUBLIC COMMENTS

None.

4. BOARD BUSINESS

4.1 STATEMENT OF PURPOSE

Chair Meuser read aloud the Statement of Purpose.

4.2 BOARD MEMBER REPORTS

Board Member Boren reported about a training she attended.

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

Chair Meuser asked newly appointed Board Member Janice Marzlin to introduce herself.

Board Member Marzlin introduced herself.

Chair Meuser asked for all Board Members to introduce themselves.

All Cultural Heritage Board Members introduced themselves with the exception of Board Member Fennel who was absent.

5. DEPARTMENT REPORTS

Staff Liaison Murray reported.

Planner Candelaria reported about upcoming zoning code changes with Resilient City measures.

Chair Meuser called for a recess at 4:51 P.M.

Board Member Fennel joined the meeting at 4:53 P.M.

Chair Meuser reconvened the meeting at 4:55 P.M.

6. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Chair Meuser and Board Member Fennel recused themselves from item 8.1.

Chair Meuser called a recess at 4:56 P.M.

Chair Meuser and Board Member Fennel left the meeting at 4:56 P.M.

Vice Chair Garrett reconvened the meeting at 4:58 P.M.

7. CONSENT ITEM(S)

None.

8. SCHEDULED ITEM(S)

8.1 CONCEPT REVIEW FOR EXTERIOR CHANGES AT 635 MILL STREET, FILE NO. LMA23-005

BACKGROUND: The applicant is seeking direction from the Cultural Heritage Board to legalize exterior changes done without benefit of permits. No action will be taken. As such, the project is exempt from the California Environmental Quality Act (CEQA).

PRESENTED BY: Sachnoor Bisla, City Planner

Planner Bisla presented.

Applicant representatives made a presentation.

Staff and Applicant representatives responded to Board Member inquiries.

Board Members provided comments and feedback.

Vice Chair Garrett opened and closed the public comment period at 5:51 P.M.

Staff asked clarifying questions from the Board.

Staff Liaison Murray called for a recess at 6:15 P.M.

Chair Meuser and Board Member Fennel rejoined the meeting at 6:18 P.M.

Chair Meuser reconvened the meeting at 6:22 P.M.

8.2 THE CULTURAL HERITAGE BOARD WILL BRAINSTORM IDEAS TO ADDRESS WORK BEING DONE WITHIN PRESERVATION DISTRICTS WITHOUT BENEFIT OF PERMITS.

BACKGROUND: At the Cultural Heritage Board (CHB) meeting held on June 1, 2022, a motion was made and seconded to add a discussion regarding changes to properties and structures within Santa Rosa's preservation districts without benefit of permits.

At its meeting on December 7, 2022, the CHB voted to add the discussion onto a future agenda.

At its meeting of June 21, 2023, the CHB began brainstorming ideas. Given that there are several newer members, they voted to continue the discussion to allow board members to conduct more research.

The purpose of this agenda item is to facilitate a continued discussion

between CHB members regarding working being done without benefit of permits within preservation districts.

PRESENTED BY: Susie Murray, Senior Planner and Staff Liaison to the CHB

Chair Meuser introduced item 8.2.

Staff responded to Board Member inquiries.

Board Members provided comments and made suggestions.

Chair Meuser opened and closed the public comment period at 6:55 P.M.

Chair Meuser discussed next steps and made suggestions to Board Members and Staff on different ways to move forward.

A motion was made by Board Member Fennell, seconded by Vice Chair Garrett, to continue item 8.2 to a date uncertain.

The motion carried by the following vote:

Yes: 7 - Chair Meuser, Vice Chair Garrett, Board Member Boren, Board Member Carney, Board Member Fennell, Board Member Klyn and Board Member Marzlin

9. ADJOURNMENT

Chair Meuser adjourned the meeting at 7:17 P.M.

Approved on:

Lani Buckheit, Recording Secretary