



## City of Santa Rosa

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

### **DESIGN REVIEW BOARD/CULTURAL HERITAGE BOARD SPECIAL MEETING NOTICE AND AGENDA OCTOBER 15, 2020**

#### **5 PM SPECIAL JOINT SESSION (TELECONFERENCE)**

**DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SONOMA TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, THE DESIGN REVIEW BOARD AND CULTURAL HERITAGE BOARD MEMBERS WILL BE PARTICIPATING VIA ZOOM WEBINAR.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY VISITING: [HTTPS://ZOOM.US/JOIN](https://zoom.us/join) WEBINAR ID: 918 5533 4916 OR DIAL; 888 475 4499 (Toll Free) AND ENTER WEBINAR ID: 918 5533 4916**

**THE MEETING WILL BE LIVE STREAMED AT [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE "IN PROGRESS" LINK TO VIEW. THE MEETING CAN ALSO BE VIEWED ON COMCAST CHANNEL 28 AND AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

#### **DEADLINES AND ADDITIONAL INSTRUCTION FOR PUBLIC COMMENT ARE SET FORTH BELOW.**

The public accessing the meeting through the Zoom link will be able to provide public comment on agenda items at the time an Agenda Item is discussed during the Special Joint Design Review Board/Cultural Heritage Board Meeting (Meeting.)

Public Comment can also be submitted by 5 pm Tuesday, the day before the Meeting, via e-mail at [designreviewboard@srcity.org](mailto:designreviewboard@srcity.org) or by calling (707) 543-3232 by 5 pm Tuesday, the day before the Meeting.

E-mailed public comments received by 5 pm Tuesday, the day before the

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Heritage Board**

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Meeting, will be read into the record (up to 3 minutes each). Recorded voice message public comments received by 5 pm Tuesday, the day before the Meeting, will be played at the time that Agenda Item is discussed during the Meeting (up to 3 minutes each).

Types of Public Comment:

Non-Agenda Items - Item No. 4 - Public Comment - the time when any person may address the Boards on matters NOT listed on this agenda, but which are within the subject matter jurisdiction of the Boards.

Agenda Items - Item 6 - Scheduled Items - the time when any person may address the Boards on matters that ARE listed on the agenda.

E-mail Public Comment: To submit an e-mailed public comment to the Design Review Board/Cultural Heritage Board, please send to: [designreviewboard@srcity.org](mailto:designreviewboard@srcity.org) by 5 pm Tuesday, the day before the Meeting. Identify in the subject line whether you are making a Public Comment on Item No. 4 - Public Comment, or on Item 6 - Scheduled Items. Provide your name in the body of the e-mail and your comment. Please limit your e-mail to approximately 400 words (which is a speaking rate of 133 words per minute).

Recorded Voice Message Public Comment: To submit a voice message for public comment, please call (707) 543-3232 by 5 pm Tuesday, the day before the Meeting. State your name and whether you are making a comment on Item No. 4 - Public Comment, or on Item 6 - Scheduled Items, and state your comment. Recordings will be limited to 3 minutes.

**5 PM SPECIAL JOINT SESSION (TELECONFERENCE)**

**1. 5 PM CALL TO ORDER AND ROLL CALL**

**2. APPROVAL OF MINUTES**

**2.1** Design Review Board Meeting - September 17, 2020

**Attachments:** [Draft Minutes](#)

**2.2** Cultural Heritage Board Meeting - August 5, 2020

**Attachments:** [Draft Minutes](#)

**2.3** Design Review Board/Cultural Heritage Board Meeting - Sept 16, 2020

**Attachments:** [Draft Minutes](#)

**3. BOARD BUSINESS**

DESIGN REVIEW BOARD: Zoning Code Chapter 20-52.030 F. Project Review. The review authority shall consider the location, design, site plan configuration, and the overall effect of the proposed project upon surrounding properties and the City in general. Review shall be conducted by comparing the proposed project 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, and other applicable City requirements (e.g., City policy statements and development plans.)

CULTURAL HERITAGE BOARD: Shall consider the following matters, standards, guidelines and criteria to the extent applicable, in determining whether to grant or deny a permit. Whether the proposed change is consistent or incompatible with the architectural period of the building. Whether the proposed change is compatible with any adjacent or nearby landmark structures or preservation district structures. Whether the colors, textures, materials, fenestration, decorative features and details proposed are consistent with the period and/or are compatible with adjacent structures. Whether the proposed change destroys or adversely affects an important architectural feature or features. The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. Such other matters, criteria and standards as may be adopted by resolution of the Cultural Heritage Board. (Ord. 2668 § 1, 1988)

**4. PUBLIC COMMENT**

**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. STATEMENTS OF ABSTENTION

## 6. SCHEDULED ITEMS

### 6.1 PUBLIC HEARING - DOWNTOWN STATION AREA SPECIFIC PLAN DESIGN GUIDELINES AND ZONING CODE CONSISTENCY AMENDMENTS - FILE NO. ST20-002

BACKGROUND: Following consideration of an update to the Downtown Station Area Specific Plan (DSASP) by the City Council in October 2020, Section 2 of the Design Guidelines covering the Downtown Station Area are proposed to be updated to (1) reflect new guidelines from the DSASP, (2) remove design concepts addressed by the standards of the DSASP, and (3) eliminate redundancy and overlap that exists in the 2002 document. The proposed Zoning Code amendments seek to: (1) implement the design standards of the DSASP, (2) update the Historic Combining District with additional preservation district character defining elements, and (3) modify the Landmark Alteration and Design Review process.

Presenter: Amy Nicholson, Senior Planner

**Attachments:** [Staff Report](#)  
[Attachment 1 - Design Guidelines Redline, Section 2 - Dow](#)  
[Attachment 2 - Focused Zoning Code Amendments](#)  
[Draft Resolution](#)  
[Exhibit A to Resolution](#)  
[Staff Presentation](#)  
[Public Hearing Notice](#)

## 7. BOARD MEMBER REPORTS

## 8. 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.**

## 9. ADJOURNMENT

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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 (707) 543-3200 one week prior to the meeting. (TTY Relay at 711)

*Any writings or documents provided to a majority of this meeting body prior to this meeting regarding any item on this agenda are available for public review in Planning and Economic Development, Room 3, City Hall, 100 Santa Rosa Ave, during normal business hours.*