



## **City of Santa Rosa**

Virtual Meeting - See Agenda  
for Participation Information

### **CULTURAL HERITAGE BOARD REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL DECEMBER 7, 2022**

**PURSUANT TO GOVERNMENT CODE SECTION 54953(e) AND THE  
RECOMMENDATION OF THE HEALTH OFFICER OF THE COUNTY OF  
SONOMA, CULTURAL HERITAGE BOARD MEMBERS WILL BE  
PARTICIPATING IN THIS MEETING VIA ZOOM WEBINAR.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE VIRTUALLY AT  
WWW.ZOOM.US/JOIN OR BY TOLL FREE TELEPHONE (877) 853-5257;  
USING MEETING ID: 840 4119 4790.**

**PUBLIC ACCESSING THE MEETING THROUGH ZOOM CAN PROVIDE  
COMMENTS DURING THE PUBLIC COMMENT PERIODS. ADDITIONAL  
INFORMATION RELATED TO MEETING PARTICIPATION IS AVAILABLE  
AT [HTTPS://SRCITY.ORG/CULTURALHERITAGEBOARD](https://srcity.org/culturalheritageboard)**

**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)**

**4:30 P.M. - REGULAR SESSION (VIRTUAL MEETING)**

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

#### **2. APPROVAL OF MINUTES**

None.

#### **3. PUBLIC COMMENTS**

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.

## **4. BOARD BUSINESS**

### **4.1 STATEMENT OF PURPOSE**

Principal duties of the Board include undertaking and updating historic inventories or surveys, recommending designation of Landmarks and Preservation Districts, reviewing proposed alterations to historic buildings, and promoting public awareness of preservation issues. If you are in a historic district or would like more information regarding historic districts, please see the Processing Review Procedures for Owners of Historic Properties.

### **4.2 BOARD MEMBER REPORTS**

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

None.

## **5. DEPARTMENT REPORTS**

## **6. STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

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

None.

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

### **8.1 REPORT - Code Enforcement Presentation**

BACKGROUND: Staff will explain the process for Code Enforcement violations. The presentation will also address what work is exempt from a Landmark Alteration Permit, as well as what level of Landmark Alteration Permit is necessary for work within designated preservation districts.

PRESENTED BY: Cassidy Anderson, Senior Code Enforcement Officer

**Attachments:** [Presentation](#)

### **8.2 MOTION - The Cultural Heritage Board will consider adding a discussion regarding work being done with preservation districts without**

benefit of permits to a future agenda.

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. This was the first step of a three-step process to add the topic to a future CHB agenda for discussion. At its meeting scheduled on December 7, 2022, the entire CHB will vote to add the discussion onto a future agenda.

PRESENTED BY: Susie Murray, Staff Liaison

**Attachments:** [Memo to the CHB](#)

**8.3** CONCEPT LMA - NEW SFD - Not a Project - LANDMARK  
ALTERATION - 912 MCDONALD AVE - LMA22-018 (PRJ22-027)

BACKGROUND: Concept Landmark Alteration Permit to Construct a new 1,873 sf single-family dwelling with three bedrooms, 2.5 bath, with a detached 648 sf two-car garage, 98 sf well pump house, and 500 sf covered outdoor area. This home is located in the McDonald Preservation District.

PROJECT PLANNER: Christian Candelaria

**Attachments:** [Concept Cover Page](#)  
[Attachment 1 - Disclosure Form](#)  
[Attachment 2 - Project Plans](#)  
[Attachment 3 - Material Board](#)  
[Attachment 4 - Project Narrative](#)  
[Attachment 5 - Policy Statement for PD 0005](#)  
[Attachment 6 - Location Map](#)  
[Presentation](#)  
[Applicant Presentation](#)

## 9. ADJOURNMENT

\*Ex parte communication disclosure required.

**Cultural Heritage Board**

**- FINAL**

**DECEMBER 7, 2022**

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*In compliance with Zoning Code Section 20-62, the decision of the Cultural Heritage Board is final unless an appeal is filed on a City Appeal Form (<https://srcity.org/DocumentCenter/Index/173>) and associated fees, as noted on the City's Fee Schedule (<https://srcity.org/DocumentCenter/View/16129/Planning--Economic-Development-Department-Fee-Schedule?bidId=>), are paid within 10 calendar days of the action. The time limit will extend to the following business day where the last day falls on a day that the City is not open for business.*

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 the Recording Secretary at (707) 543-3190 (TTY Relay at 711). Requests should be submitted as far in advance as possible, but no later than two business days before the scheduled meeting.

*Any writings or documents provided to the Cultural Heritage Board prior to this meeting regarding any item on this agenda are available for public review at <https://santa-rosa.legistar.com/Calendar.aspx> or in person at the Planning and Economic Development Department, Room 3, City Hall, 100 Santa Rosa Ave, during normal business hours.*