

**SANTA ROSA  
DESIGN REVIEW BOARD/CULTURAL HERITAGE BOARD  
SPECIAL JOINT MEETING MINUTES  
CITY HALL, 100 SANTA ROSA AVENUE  
FEBRUARY 21, 2017**

**5 P.M. (CITY COUNCIL CHAMBERS)**

**CALL TO ORDER AND ROLL CALL**

Chair Burch called the meeting to order at 5:05 p.m.

**Design Review Board** Members Present: Chair Burch; Board Members Anderson, Grogan, Kincaid, Sunderlage.  
Absent/Recused: Vice Chair Hedgpeth, Board Member Zucco

**Cultural Heritage Board** Members Present: Chair DeShazo, Vice Chair Purser; Board Members Fennell, Murphey, Garrett, Galantine, De Backer.  
Absent: None

**1. APPROVAL OF MINUTES**

- November 3, 2016 Special Joint Meeting Minutes were approved as submitted.
- February 1, 2017 Special Joint Meeting Minutes were approved as submitted.

• **BOARD BUSINESS – Statement of Purpose**

- Chair De Shazo read aloud the Cultural Heritage Board Review and Standards, City Code Chapter 17-22.094.
- Chair Burch read aloud the Design Review Process/Project Review from City Code Chapter 20-52.030.

**2. PUBLIC APPEARANCES - None**

**3. STATEMENTS OF ABSTENSION BY BOARD MEMBERS**

- Board Member Zucco abstained from Item 6.1 due to his firm's involvement with the project.
- Board Member Hedgpeth abstained from Item 6.1 due to his firm's work with the applicant.

**4. SCHEDULED ITEMS**

**4.1 PUBLIC HEARING – PRELIMINARY DESIGN REVIEW**

**AC HOTEL BY MARRIOTT**

**210 5<sup>TH</sup> ST – FILE NO. DR16-062**

BACKGROUND: Proposed 5-story, 144-room hotel within the Railroad Square Historic Preservation District.

- Senior Planner Patrick Streeter presented the staff report.
- Applicant Jeff Blackman gave a presentation.
- Land Use Consultant Jean Kapolchok gave a presentation.
- Architect Jeff Goodwin gave a presentation.
- Landscape Architect Stephanie McAlister gave a presentation.
- Chair Burch opened the public hearing.
- Richard Carlisle – Asked that the 5<sup>th</sup> Street elevation be made as pedestrian-friendly as the 4<sup>th</sup> Street elevation, and that the 4<sup>th</sup> Street/Davis Street bulb-out be duplicated on 5<sup>th</sup> Street/Davis Street. He expressed concern regarding parking.
- Mike Montague – Railroad Square property owner – 5<sup>th</sup> Street merchants in Railroad Square feel left out, and the corner of 5<sup>th</sup> Street/Davis Street is very important, and must be user-friendly. He expressed concern regarding trees, as Railroad Square has a tree plan. He expressed concern regarding parking.
- Hugh Futrell – 200 4<sup>th</sup> Street – Important that Bedford Lodging is investing in our downtown; The site has a temporary parking facility which will ultimately disappear; Height – The proposed height has previously been considered appropriate by Board Members; the corridor on east side is fundamental to create an edge separating the freeway from the Historic Railroad Square.
- Sara Rose – 126 4<sup>th</sup> Street - Expressed concern regarding parking and building height, because they do not need a barrier on the west; asked that there be a blending between new and old.
- Chair Burch closed the public hearing.

Chair Burch adjourned for a break at 7:40 p.m. and reconvened at 7:50 p.m.

MOVED by Board Member Anderson seconded by Board Member Kincaid to waive reading of the text and adopt:

**RESOLUTION NO. 17-946 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING PRELIMINARY DESIGN REVIEW APPROVAL FOR THE AC HOTEL BY MARRIOTT PROJECT – LOCATED AT 210 FIFTH STREET – FILE NUMBER DR16-062**

- Design Review Board Member Grogan made a friendly amendment to add the following conditions:
  1. Provide a conceptual plan for mechanical screening.
  2. Provide a seating plan for the grade-level entry courtyard.

3. Add pedestrian oriented-lighting fixtures at 4<sup>th</sup> Street, 5<sup>th</sup> Street, and along the freeway elevation.
4. The Design Review Board and Cultural Heritage board find that the rooftop sign is not an architectural component of the design.
5. Provide details for installation and shrouding of the EA fixture.
6. Shall revise fenestration at the fitness center level of the freeway elevation.
7. Consider revising building setbacks at the 5<sup>th</sup> floor on the 4<sup>th</sup> and 5<sup>th</sup> Street elevations.
8. Consider recessing retail doors at 4<sup>th</sup> and 5<sup>th</sup> Streets.
9. Provide additional photo simulations and renderings from a greater distance representing views from the Historic district.
10. Shall provide traffic bulb-outs at 5<sup>th</sup> and Davis Streets if feasible.
11. Provide details of landscape planters and screening.
12. Shall align leading edge of 5<sup>th</sup> floor trellis structure with building face below. Shall not extend past the building.
13. Consider realigning the 5<sup>th</sup> floor windows on the 4<sup>th</sup> and 5<sup>th</sup> Street elevations to maintain symmetry.
14. Shall use the "running bond" brick pattern.

(The friendly amendment was accepted.)

Cultural Heritage Board Member Purser made a friendly amendment to add the following conditions:

15. Tom Origer & Associates report dated October 24, 2016 shall provide analysis on the statement that the project will not impact the Historic District's eligibility for the National Register for Historic Places.
16. The November 4, 2016 Tom Origer & Associates report shall provide the Northwest Information Center record search number, and that a request for information from the Native American Heritage Commission be submitted with any response received from said Commission.

(The friendly amendment was accepted.)

Design Review Board Member Anderson made a friendly amendment to add the following condition:

17. Return to Design Review Board for Final Design Review.

The friendly amendment was accepted.

CARRIED (5-0-2) by Design Review Board, Board Members Burch, Anderson, Grogan, Kincaid, and Sunderlage voting Aye, and Board Members Hedgpeth and Zucco absent/recused; and

CARRIED Unanimously by Cultural Heritage Board (DeShazo, Purser, De Backer, Galantine, Garrett, Fennell, and Murphey Voting Aye) to adopt:

**RESOLUTION NO. 17-946 ENTITLED:** RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING PRELIMINARY DESIGN REVIEW APPROVAL FOR THE AC HOTEL BY MARRIOTT PROJECT – LOCATED AT 210 FIFTH STREET – FILE NUMBER DR16-062 with the conditions named in the friendly amendments.

5. **BOARD MEMBER REPORTS** - None

6. **DEPARTMENT REPORT** - None

7. **ADJOURNMENT OF MEETING** – Chair Burch adjourned the meeting at 9:30 p.m.

PREPARED BY:


  
Patti Pacheco Gregg, Recording Secretary

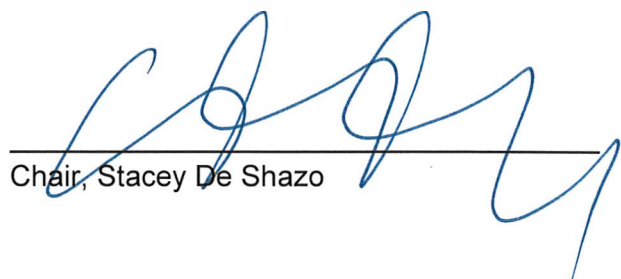
ATTEST:

  
Bill Rose, Executive Secretary

APPROVED:

  
Chair, Michael Burch

  
Jessica Jones, Executive Secretary

  
Chair, Stacey De Shazo