

**SANTA ROSA CULTURAL HERITAGE BOARD MINUTES  
REGULAR MEETING  
CITY HALL, 100 SANTA ROSA AVENUE  
JUNE 7, 2017**

**2:30 P.M. (CITY HALL ROOM 7)**

**1. CALL TO ORDER**

**2. ROLL CALL**

Chair De Shazo called the meeting to order at 2:30 p.m.

Present: Chair De Shazo, Vice Chair Purser, Board Members DeBacker, Fennell, and Murphey.

Absent: Board Member Galantine and Garrett

**3. STATEMENT OF PURPOSE – Chair De Shazo read the Statement of Purpose**

**4. PUBLIC APPEARANCES – NONE**

**5. STATEMENTS OF ABSTENTION BY BOARD MEMBERS - NONE**

**6. SCHEDULED ITEMS**

**6.1 BATHROOM ADDITION - CONCEPT LANDMARK ALTERATION – 427 GOODMAN AVENUE - FILE NO. B17-1404**

The applicant has submitted a building permit for a 51-square foot bathroom addition on the rear (east) elevation of the home.

Andrew Trippel - City Planner.

Jessica Jones, Supervising Planner, gave the staff presentation on Andrew Trippel's behalf.

Brian Fitzpatrick, Applicant gave a brief presentation and background.

The Board gave feedback and made suggestions.

**6.2 CARPENTER URBAN COTTAGES - CONCEPT LANDMARK ALTERATION - 715 TUPPER STREET/25 RAE STREET - FILE NO. LMA15-013**

The project proposed construction of four residential cottages and associated on-site improvements across two adjacent lots. In addition to the residential development, Rae Street will be improved with pavement, curb, gutter, and sidewalk. No changes are proposed to the existing house on Tupper Street.

Patrick Streeter - Senior Planner

Patrick Streeter, Senior Planner gave the staff presentation.

Alima Silverman & David Carpenter, Applicants gave a brief presentation and answered Board Member questions.

The Board gave feedback and made suggestions.

**6.3 ACCESSORY DWELLING UNITS - ACCESSORY DWELLING UNIT ZONING CODE TEXT AMENDMENT - CITYWIDE - FILE NO. REZ17-006**

It is recommended by the Planning and Economic Development Department that the Cultural Heritage Board review and provide comments on proposed changes to Zoning Code Sections related to Accessory Dwelling Units, and specifically the proposed language for standards for historic preservation districts, in compliance with State law and in support of the City's Housing Action Plan.

Eric Gage - City Planner

Eric Gage, City Planner gave the Staff Presentation.

Board Members made comments and suggestions, including the desire to have related items brought before the Board as a Concept Review item. Board Member DeBacker suggested adding to attachment 2 of the Proposed Zoning Code Text Amendments – Under “11. Standards for Historic Preservation Districts” add “c. Requirement for Concept Review” prior to issuing a building permit. City Attorney Sue Gallagher expressed the desire to look further into whether this should be required, especially since “the spirit of the statute is to streamline” the process. Vice Chair Purser suggested this could be something that staff could reach out to the Chair about if they feel it isn't required.

Member DeBacker further suggested the following language to 11.b (1) Development Standards: “...and any guidance developed by the State Office of Historic Preservation.”

Eric Gage, City Planner, asked legal staff, Sue Gallagher with whom it is or isn't appropriate to consult. Ms. Gallagher advised that she doesn't see anything preventing staff from consulting other staff or the Board Liaison. She further advised that consultation should be with someone in a specific position and not just a random selection.

Chair De Shazo suggested consulting an Architectural Historian like herself. She further suggested consultation be with someone who is “CHRIS (California Historical Resources Information System) Listed,” meaning they are qualified in accordance with the Secretary of Interior Standards. The Northwest Information Center falls under this category.

Vice Chair Purser suggested considering when garbage pickup began in Santa Rosa and advised that prior to that, garbage was likely disposed of in the backyard. Vice Chair Purser continued to say that that is almost 100 years of people creating archeological sites in their backyards where they now could put an ADU, and to keep that in mind.

A quarterly report was suggested; City Planner Gage was receptive.

**6.4 AMENDMENT OF CULTURAL HERITAGE BOARD RULES AND REGULATIONS**

The Cultural Heritage Board will revise and discuss its Rules and Regulations.

Jessica Jones - Supervising Planner

Jessica Jones, Supervising Planner gave the Staff Report.

Board members made comments and suggestions.

MOVED by Vice Chair Purser, seconded by Board Member Murphey, and CARRIED 4-1-2-0 (Board Members De Shazo, Purser, Murphey and Fennell voting Aye, Board Member DeBacker voting Nay) to waive reading of the text and adopt:

RESOLUTION OF THE CULTURAL HERITAGE BOARD OF THE CITY OF SANTA  
ROSA AMENDING THE CULTURAL HERITAGE BOARD RULES AND REGULATIONS  
MODIFYING SECTIONS II. ORGANIZATION, III. EXECUTIVE SECRETARY, V.  
PARLIAMENTARY RULES, AND VI. MEETINGS

7. **BOARD MEMBER REPORTS** – Suggestion was made to reassign Board Member Reports.  
Board Member Murphey commented on his positive experience on the Planning Committee at the Finding Sonoma History Day.  
Chair De Shazo asked about the status of the Carrillo Adobe regarding the National Register and getting it on the City list. Supervising Planner Jones expressed a current lack of resources.
8. **DEPARTMENT REPORTS** – Supervising Planner Jones advised the City does have funding for Certified Local Government; no timeframe currently available.  
All Board Members will receive new City issued iPads.  
Introduction of new Board Recording Secretary.
9. **APPROVAL OF MINUTES** –  
May 3, 2017 – Approved  
May 4, 2017 Joint DRB/CHB Minutes – Approved
10. **ADJOURNMENT OF MEETING** – Vice Chair Purser adjourned the meeting at 5:30 p.m. to the August 2, 2017 meeting.

ATTEST:

APPROVED:

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Jessica Jones, Executive Secretary

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Chair De Shazo