



# City of Santa Rosa

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

## Cultural Heritage Board Regular Meeting Minutes - Draft

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Wednesday, February 19, 2020

2:30 PM

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### 1. 2:30 PM CALL TO ORDER AND ROLL CALL (COUNCIL CHAMBER)

Chair Edmondson called the meeting to order at 2:38 pm.

Meeting went into Recess

Meeting Reconvened

**Present** 6 - Chair Casey Edmondson, Board Member Mark DeBacker, Board Member Cappie Garrett, Board Member Curtis Groninga, Board Member John McHugh, and Board Member Brian Meuser

**Absent** 1 - Vice Chair Laura Fennell

### 2. APPROVAL OF MINUTES

2.1 February 5, 2020 Regular Meeting Minutes

Approved as submitted.

### 3. BOARD BUSINESS

Chair Edmondson read aloud the Cultural Heritage Board Statement of Purpose.

### 4. PUBLIC COMMENT

Chair Edmondson opened public comments at 2:39 pm.

Michael Hartman - Spoke in support of the Item 6.1 project.

Chair Edmondson closed public comments at 2:40 pm.

### 5. STATEMENTS OF ABSTENTIONS

None

### 6. SCHEDULED ITEMS

6.1 PUBLIC HEARING - LANDMARK ALTERATION - 832 TUPPER ST -  
FILE NO. LMA19-012

ex parte disclosures:

Board Member Garrett visited the site and took photos.  
Board Member McHugh visited the site and took photos.  
Board Member DeBacker visited the site.  
Board Member Meuser visited the site.  
Board Member Groninga visited the site.  
Chair Edmondson visited the site.

City Planner Monet Sheikhali gave the staff report.  
The property owner/applicant gave a presentation.

Chair Edmondson opened the public hearing.  
(During earlier comment period, Michael Hartman spoke in support of the project.)  
A Neighbor - spoke in support of the project.  
Bob, Neighbor - spoke in support of the project.  
Mike Southworth - spoke in support of the project.  
Chair Edmondson closed the public hearing.

Vice Chair Fennell arrived at 2:48 pm.  
(New Roll Call: All 7 Board Members Present.)

MOVED by Board Member Meuser, Seconded by Board Member Groninga, to Adopt:  
RESOLUTION OF THE CULTURAL HERITAGE BOARD OF THE CITY OF SANTA ROSA APPROVING A LANDMARK ALTERATION PERMIT FOR A FENCE WITH AN ARBOR, AND A STORAGE SHED FOR THE PROPERTY LOCATED AT 832 TUPPER STREET IN THE BURBANK GARDENS PRESERVATION DISTRICT, ASSESSOR'S PARCEL NUMBER 009-253-008; FILE NUMBER LMA19-012

Board Member DeBacker made a Friendly Amendment to approve fence and trellis, but to withhold approval for the accessory building, pending proper drawings.  
The Friendly Amendment was not supported.

Board Member Garrett made a Friendly Amendment to move the shed back 3-5 feet.

The Friendly Amendment was supported for moving the shed back 3 feet.

**A motion was made by Board Member Meuser, seconded by Board Member Groninga, to Adopt: RESOLUTION OF THE CULTURAL HERITAGE BOARD OF THE CITY OF SANTA ROSA APPROVING A LANDMARK ALTERATION PERMIT FOR A FENCE WITH AN ARBOR, AND A STORAGE SHED FOR THE PROPERTY LOCATED AT 832 TUPPER STREET IN THE BURBANK GARDENS PRESERVATION DISTRICT, ASSESSOR'S PARCEL NUMBER 009-253-008; FILE NUMBER LMA19-012. 1) Move the shed back to 21-feet behind the property line. 2) Shed peak shall be lower than the porch peak, and retain the same pitch as residential structure. 3) The applicant may add a gate at the arbor entry in the future. The motion carried by the following vote:**

**Yes:** 7 - Chair Edmondson, Vice Chair Fennell, Board Member DeBacker, Board Member Garrett, Board Member Groninga, Board Member McHugh and Board Member Meuser

## **7. BOARDMEMBER REPORTS**

Board Member McHugh - Asked that staff show statutory authority in staff reports, to why they make determination to either recommend or not recommend. Chair Edmondson concurred. Executive Secretary Murray responded that staff is required to make the same findings, no matter who the review authority is; staff consults the Secretary of Interior Standards for rehabilitation, the Design Guidelines, processing procedures for owners of historic properties, etc. and sometimes the review authorities can contradict each other.

Vice Chair Fennell - The Real Estate business does not provide buyers with all historic information and requirements. Asked that the City provide information/forms that people can sign, regarding homeowner responsibilities in historic districts. Executive Secretary Murray responded that the City does not track home sales, so might not be the mechanism. People could pick up the forms from real estate companies.

## **8. DEPARTMENT REPORTS**

Executive Secretary Murray: There is a 3-step process to adding items to agendas:

1. During report items, a member requests a future agenda topic, and another concurs.
2. At the future meeting, the item is discussed by the Board, and the Board votes on whether to add as a future agenda item, study session, or report item or for in depth conversation. If voted yes, then the item can be added to a future agenda.
3. Item is agendized for discussion at a later meeting. Staff will need to know the scope to determine necessary resources and to allocate time to prepare.

March 12/13 is Council Goal Setting. Board Members can speak to their appointing Council Members regarding topics they want heard.

Board Member DeBacker asked that today's project does not set a precedent for buildings in view-shed in historic districts; such items need to come to the Board. Executive Secretary Murray responded that for this discussion to occur in a meeting it will need to go through the 3-step process, but staff can research it and report to the Board.

Board Member Garrett asked for a hard copy of the Design Guidelines.

Board Member said in the past, Board Members had liaison responsibilities with historic districts.

Board Member DeBacker the following topics to be placed on the next agenda:

1. Cultural Heritage Board Member pairing up with historic districts and liaison roles. Moved by Groninga, Seconded by DeBacker.
2. Certified Local Government- if the composition of the current board qualifies. (Executive Secretary Murray recommended that a Board Members talk to their Council Members.) Moved by DeBacker, Seconded by Groninga

3. Adaptive Reuse Award Project. Moved by DeBacker, Seconded by Groninga
4. Local Annual Preservation Award. Moved by DeBacker, Seconded by Groninga

Board Member will be unavailable until early April for meetings.

## **9. ADJOURNMENT**

Chair Edmondson adjourned the meeting at 4:24 pm.