



**Design Review Board/Cultural Heritage  
Board  
Special Meeting Minutes - Draft**

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Thursday, August 6, 2020

5:00 PM

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

Chair Edmondson read aloud the summary of the Governor's Executive Orders:

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.

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

Chair Edmondson called the meeting to order at 6:07 pm.

**Present**<sup>10</sup> - Board Member Mark DeBacker, Board Member Laura Fennell, Board Member John McHugh, Chair Casey Edmondson, Board Member Curtis Groninga, Vice Chair Warren Hedgpeth, Board Member Henry Wix, Board Member Drew Weigl, Board Member Adam Sharron, and Board Member Brett Kordenbrock

**2. APPROVAL OF MINUTES**

None

**3. BOARD BUSINESS**

Vice Chair Hedgpeth read aloud the Design Review Board Statement of Purpose.

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

**4. PUBLIC COMMENT**

Chair Edmondson opened public comments.

Chair Edmondson closed public comments.

## **5. STATEMENTS OF ABSTENTION**

Board Member Kordenbrock abstained from Item 6.1 due to direct involvement with the consultant design team, and left the meeting at this time.

## **6. SCHEDULED ITEMS**

- 6.1 PUBLIC HEARING - CARITAS VILLAGE - MAJOR LANDMARK ALTERATION & MAJOR DESIGN REVIEW - 431, 437, 439, 465 A STREET AND 506, 512, 516, 520, 600, 608, AND 612 MORGAN STREET - PRJ18-052**
- BACKGROUND:** The Caritas Village project includes the redevelopment of a city block into a comprehensive family and homeless support services facility (Caritas Center) to be operated by Catholic Charities; and, a 126-unit affordable housing development (Caritas Homes) to be operated by Burbank Housing. The City Council previously certified the Caritas Village Environmental Impact Report and adopted a Statement of Overriding Considerations and Mitigation Monitoring and Reporting Plan for the project on March 3, 2020, pursuant to the California Environmental Quality Act.
- At a joint meeting, the Cultural Heritage Board and Design Review Board will consider the following: 1) Design Review Board consideration and approval of a parking reduction; 2) Design Review Board consideration and approval of Preliminary Design Review; 3) Cultural Heritage Board consideration and approval of a Major Landmark Alteration to allow for demolition of the existing Catholic Charities facilities and residential buildings on the project site, and new construction within the St. Rose Historic Preservation District; 4) Cultural Heritage Board consideration and approval of interpretive materials related to the history of the property as well as the broader St. Rose Historic Preservation Historic District; 5) Cultural Heritage Board consideration and approval of a gateway monument on the north side of the intersection of 7th and A Street and historic urban sidewalk treatments and historic benches. The applications have been filed by Catholic Charities & Burbank Housing. File # - PRJ18-052.

Presenter: Senior Planner Kristinae Toomians

Cultural Heritage Board Executive Secretary Susie Murray outlined meeting processes for the Board Members.

Chair Edmondson further outlined and asked staff about procedures.

Design Review Board Executive Secretary Bill Rose further outlined processes and procedures.

Senior Planner Kristinae Toomians gave the staff presentation.

ex parte disclosures: CULTURAL HERITAGE BOARD:

Board Member Meuser visited the site.

Board Member McHugh had brief phone conversation with a member of Burbank Housing.

Board Member Groninga visited the site and area several times, and had a brief conversation with Efren Carrillo of Burbank Housing, and attended a couple of Planning Commission meetings.

Board Member DeBacker visited site several times, was liaison for St. Rose District, and had a brief conversation with Efren Carrillo.

Board Member Garrett visited site several times, had conversations with several neighbors, and received 2 phone calls from Efren Carrillo, asking if she had questions.

Vice Chair Fennell visited the site several times, and had a meeting with Efren Carrillo.

Chair Edmondson visited site several times and was taken on a tour prior to Concept Review; had a conversation with Efren Carrillo, received emails from public, and had a recent phone conversation

with Efren Carrillo, who asked if there were questions.

ex parte disclosures: DESIGN REVIEW BOARD:

Board Member Sharron visited the site, and had a phone conversation with Efren Carrillo to discuss process.

Board Member Weigl did not visit the site, had a brief conversation with Efren Carrillo.

Board Member Wix visited the site.

Vice Chair Hedgpeth had a brief phone conversation with Efren Carrillo and with Burt Bangsberg; visited the site in the past.

Chair Edmondson gave an outline of issues for the project.  
Executive Sec Bill Rose gave an outline of actions before the Boards and responded to Chair and Vice Chair questions regarding purview, process, and procedure.

The Meeting Recessed at 7:15 pm.  
The Meeting Reconvened at 7:28 pm.

Len Marabella, CEO of Catholic Charities, gave a brief introduction.  
Architect Michael Pyatok gave a presentation.  
Architectural Historian Amber Grady gave a presentation.

Chair Edmondson opened the public hearing at 7:45 pm.

Denise Hill - St Rose Preservation District - Opposed the project and read information regarding the preservation district and policies for preservation, and read a history of the project review.

Jesus Guzman - Generation Housing - Spoke in support of the

project.

Cynthia Muray - Spoke in support of the project.

Merry Edwards - Spoke in support of the project.

Rosalie Sulgit-Shay - Spoke in support of the project.

Cyndi Yoxall - Spoke on behalf of a neighbor, who had to work and is in Support of the project.

Chris Grabill - Spoke in support of the project.

Patti Callahan - Spoke in support of the project.

Michelle D - Spoke in support of the project.

Shirley Cheal - Spoke in support of the project.

Susut - Spoke in support of the project.

Chair Edmondson closed the public hearing at 8:19 pm.

Meeting Recessed at 8:20 pm.

Meeting Reconvened at 8:36 pm.

Chair Edmondson turned the meeting over to Vice Chair Hedgpeth. The applicant team and staff responded to Design Review Board questions.

Chair Edmondson took the meeting back to Cultural Heritage Board. The applicant team and staff responded to Cultural Heritage Board questions.

The Meeting Recessed at 9:12 pm.

The Meeting Reconvened at 9:25 pm.

The Board discussed Motion processes.

After the vote on the Design Review Resolution below, the Design Review Board left the meeting, at 10:14 pm.

**A motion was made by Board Member Weigl, seconded by Board Member Sharron, to waive reading of the text and adopt: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING PRELIMINARY DESIGN REVIEW APPROVAL FOR CARITAS VILLAGE, LOCATED AT 431, 437, 439, 465 A STREET AND 506, 512, 516, 520, 600, 608, AND 612 MORGAN STREET, ASSESSOR'S PARCEL NUMBERS 010-041-001, 004, 005, 008, 009, 010, 011, 013, 014, 015, 016, 017, 018, 019, 020; FILE NUMBER PRJ18-052 with the following conditions: 1. Revise the Resolution to include Cultural Heritage Board where Design Review Board is mentioned. 2. Grant Final Design Review by only Design Review Board. The motion carried by the following vote:**

**Yes:** 10 - Board Member Fennell, Board Member McHugh, Chair Edmondson, Board Member Groninga, Meuser, Garrett, Vice Chair Hedgpeth, Board Member Wix, Board Member Weigl and Board Member Sharron

**No:** 1 - Board Member DeBacker

**Abstain:** 1 - Board Member Kordenbrock

**A motion was made by Board Member McHugh, seconded by Board Member Groninga, to waive reading of the text and adopt: RESOLUTION OF THE CULTURAL HERITAGE BOARD OF THE CITY OF SANTA ROSA APPROVING A LANDMARK ALTERATION PERMIT FOR THE DEMOLITION OF THE EXISTING BUILDINGS ON THE PROJECT SITE AND THE CONSTRUCTION OF THE CARITAS CENTER LOCATED AT 431, 437, 439, 465 A STREET AND 506, 512, 516, 520, 600, 608, AND 612 MORGAN STREET IN THE ST ROSE PRESERVATION DISTRICT, ASSESSOR'S PARCEL NUMBER 010-041-001, 004, 005, 008, 009, 010, 011, 013, 014, 015, 016, 017, 018, 019, 020; FILE NUMBER PRJ18-052 with the following conditions:**

**1. Delete "no hearing has been requested for Finding (F)", changing wording for condition No. 2; 2. Obtain a building permit consistent with the plans approved by the Cultural Heritage Board and dated May 27, 2020. The motion carried by the following vote:**

**Yes:** 4 - Board Member McHugh, Chair Edmondson, Board Member Groninga and Meuser

**No:** 3 - Board Member DeBacker, Board Member Fennell and Garrett

**Excused:** 5 - Vice Chair Hedgpeth, Board Member Wix, Board Member Weigl, Board Member Sharron and Board Member Kordenbrock

**A motion was made by Board Member Groninga, seconded by Board Member McHugh, to Adopt: Mitigation Measure - CUL-3 - Interpretive Materials with the following Direction to staff for final: 1. The three interpretive materials don't have to be the same thing. 2. Make interpretive materials durable. 3. Make sure that the size of the interpretive materials are large enough to be readable. 4. Consider three (3) different signs with different content. Break up current proposed sign into three different signs. The motion carried by the following vote:**

**Yes:** 5 - Board Member McHugh, Chair Edmondson, Board Member Groninga, Meuser and Garrett

**No:** 2 - Board Member DeBacker and Board Member Fennell

**Excused:** 5 - Vice Chair Hedgpeth, Board Member Wix, Board Member Weigl, Board Member Sharron and Board Member Kordenbrock

**A motion was made by Board Member Groninga, seconded by Board Member McHugh, to Adopt: Mitigation Measure CUL-4 - Compatible Design, with Direction to staff for final: 1. Graffiti-proof coating added and maintained on the monument. 2. Consider gateway of a basalt material. 3. Consider benches designed with no discomfort in a reclined position. The motion carried by the following vote:**

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

**Excused:** 5 - Vice Chair Hedgpeth, Board Member Wix, Board Member Weigl, Board Member Sharron and Board Member Kordenbrock

## **7. BOARD MEMBER REPORTS**

None

## **8. DEPARTMENT REPORTS**

None

## **9. ADJOURNMENT**

Chair Edmondson adjourned the meeting at 12:25 am.