



**Cultural Heritage Board
Regular Meeting Minutes - Draft**

Wednesday, August 5, 2020

2:30 PM

2:30 PM REGULAR 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 CULTURAL HERITAGE BOARD MEMBERS WILL BE PARTICIPATING VIA ZOOM WEBINAR.

2:30 PM REGULAR SESSION (TELECONFERENCE)

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

Chair Edmondson called the meeting to order at 2:44 pm.

Present 7 - Chair Casey Edmondson, Vice Chair Laura Fennell, Board Member Mark DeBacker, Board Member Cappie Garrett, Board Member Curtis Groninga, Board Member John McHugh, and Board Member Brian Meuser

2. APPROVAL OF MINUTES

2.1 February 19, 2020 Draft 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.

Chair Edmondson closed public comments.

5. STATEMENTS OF ABSTENTIONS

None

6. SCHEDULED ITEMS

6.1 PUBLIC HEARING - LANDMARK ALTERATION - KELLY RESIDENCE ALTERATIONS - 230 BOYCE ST - FILE NO. LMA17-020

BACKGROUND: Raise existing residence 18 inches and install new base trim at foundation; reconstruct existing stairway by adding a landing and three risers, new handrails, and new base trim; install new ground floor windows in various locations and replace existing rear windows; and relocate and install a new ground floor door. Proposed project was previously approved on January 3, 2018 (CHB Resolution No. 326) and expired without action taken to vest granted approval.

Presenter: Andrew Trippel, Senior Planner

ex parte Disclosures:

Board Member Garrett walked the project site.

Board Member DeBacker visited the site.

Board Member Groninga visited the site.

Board Member McHugh had no ex parte disclosures.

Board Member Meuser visited the site.

Vice Chair Fennell visited the site.

Chair Edmondson visited the site.

Senior Planner Andrew Trippel gave the staff presentation.

Architect Robin Stephani responded to Board Member's questions.

Applicant Allan Kelly responded to Board Member's questions.

Meeting went into Recess at 3:34 pm.

Meeting Reconvened at 3:50 pm.

The Board discussed driveway width.

Architect Robin Stephani gave a discussion of the project and answered the Board's questions.

Chair Edmondson opened the public hearing at 4:21 pm.

Chair Edmondson closed the public hearing at 4:21 pm.

A motion was made by Board Member Meuser, 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 KELLY RESIDENCE ALTERATIONS LOCATED AT 230 BOYCE STREET IN THE WEST END PRESERVATION DISTRICT, ASSESSOR'S PARCEL NUMBER 010-146-002, FILE NUMBER LMA20-004 with the following conditions:

- 1. Marvin Integrity Series clad-wood windows shall be installed in all ground-floor egress window openings, and there is no objection to replacing windows on the south elevation or the southernmost window on the west elevation with windows of the same series. Windows to be per configuration shown on elevations received May 26, 2020.**
- 2. Patched openings shall match identically existing adjacent siding.**
- 3. Railings at new landing and stair shall match existing railing in spacing, shape and material. Existing solid guardrail at porch is a key design feature and shall remain in the existing configuration.**
- 4. Pave driveway from back of sidewalk to garage location maintaining the existing 8-foot width from street to back of residence. Driveway shall be provided from back of house to garage with 12-foot maneuvering width per Zoning Ordinance § 20-36.070 (L). Board supports paving in a dual-strip Hollywood configuration.**

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

Chair Edmondson RE: Future agenda items requested by Board Member DeBacker at the Feb 19, 2020 Meeting: would like to start the process to get them onto an agenda.

Board Member DeBacker - Has received a lot of public comment from the St. Rose neighborhood re: homelessness in Santa Rosa.

8. DEPARTMENT REPORTS

Executive Secretary Susie Murray:

There is a 3-step process to getting items onto an agenda. Staff will have the information at the next regular meeting, and we can email the steps to the Board.

Aug 6 is the Joint Design Review Board/Cultural Heritage Board Meeting for Caritas Village.

There are several upcoming Downtown Projects, which will require more evening meetings in September. Asked that Board Members check City emails daily to be aware of upcoming meeting dates.

9. ADJOURNMENT

Board Member DeBacker will be unavailable beginning in Oct for 6-9 weeks for medical procedure.

Chair Edmondson adjourned the meeting at 5 pm.