



# City of Santa Rosa

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

## Design Review Board Regular Meeting Minutes - Final

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Thursday, October 5, 2023

4:30 PM

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### 1. CALL TO ORDER AND ROLL CALL

Chair Jones-Carter called the meeting to order at 4:31 P.M.

#### Rollcall

**Present** 5 - Chair Melanie Jones-Carter, Vice Chair Drew Weigl, Board Member Michael Burch, Board Member Victoria Liptak, and Board Member Ernest Wuethrich

**Absent** 2 - Board Member Michael Cook, and Board Member Adam Sharron

### 2. APPROVAL OF MINUTES

None.

### 3. PUBLIC COMMENT

None.

### 4. BOARD BUSINESS

#### 4.1 STATEMENT OF PURPOSE

Chair Jones-Carter read aloud the Statement of Purpose.

#### 4.2 BOARD MEMBER REPORTS

None.

#### 4.3 OTHER (i.e. VICE CHAIR ELECTION, NEW MEMBER INTRODUCTIONS)

None.

### 5. DEPARTMENT REPORTS

None.

### 6. STATEMENTS OF ABSTENTION

None.

### 7. CONSENT ITEM(S)

None.

## 8. SCHEDULED ITEM(S)

### 8.1\* COFFEY PARK SELF STORAGE- MAJOR DESIGN REVIEW - 3282 COFFEY LANE - DR20-014

BACKGROUND: Major Design Review for a proposed two-story self-storage building with total square footage of 69,832. The project would also use twenty-five off-site shared parking spaces in an existing parking lot at 3300 Coffey Lane (located to the north) and will use an existing drive aisle and driveway at 3230 Coffey Lane (located to the south). (APNs: 034-011-074 (3300 Coffey Lane), 034-011-077 (3282 Coffey Lane), and 034-011-076 (3230 Coffey Lane). The project has been found categorically exempt from the provisions of the California Environmental Quality Act (CEQA).

PRESENTED BY: Michael Wixon, Contract Planner

Ex Parte Disclosures: None.

Planner Wixon presented.

Chair Jones-Carter opened and closed the public hearing at 5:04 P.M.

Staff and Applicant Representatives responded to Board Member inquiries.

**A motion was made by Board Member Liptak, seconded by Board Member Burch, to waive reading of the text and adopt as amended:**

**RESOLUTION NO. DRB-2023-012 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING DESIGN REVIEW APPROVAL OF THE COFFEY PARK SELF-STORAGE PROJECT LOCATED AT 3242, 3282, and 3300 COFFEY LANE; APNs: 034-011-074, 034-011-077 and 034-011-076 - FILE NUMBER DR20-043 (PRJ21-034)**

**The motion carried by the following vote:**

**Yes:** 5 - Chair Jones-Carter, Vice Chair Weigl, Board Member Burch, Board Member Liptak and Board Member Wuethrich

**Absent:** 2 - Board Member Cook and Board Member Sharron

## 9. ADJOURNMENT

Chair Jones-Carter adjourned the meeting at 5:48 P.M.

Approved on: October 19, 2023

s/Lani Buckheit