



# 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, December 7, 2023

4:30 PM

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### 1. CALL TO ORDER AND ROLL CALL

Chair Jones-Carter called the meeting to order at 4:30 P.M.

**Present** 5 - Chair Melanie Jones-Carter, Vice Chair Drew Weigl, Board Member Michael Cook, Board Member Victoria Liptak, and Board Member Adam Sharron

**Absent** 1 - Board Member Ernest Wuethrich

### 2. APPROVAL OF MINUTES

2.1 October 19, 2023 - Draft Minutes

Approved as submitted.

### 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

Staff Liaison Nicholson reported.

### 6. STATEMENTS OF ABSTENTION

Board Member Cook abstained from item 8.1 due to conflict.

Board Member Cook left Council Chambers at 4:35 p.m.

## 7. CONSENT ITEM(S)

None.

## 8. SCHEDULED ITEM(S)

### 8.1\* PUBLIC HEARING - HERITAGE COMMERCE CENTER - MAJOR DESIGN REVIEW - 0 NORTHPOINT PARKWAY - DR23-008

BACKGROUND: The applicant is proposing to develop an approximately 74,949-square-foot industrial building, Heritage Commerce Center, located at 0 Northpoint Parkway. The Project is in compliance with the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Section 15183 because it is consistent the General Plan.

PRESENTED BY: Suzanne Hartman, City Planner

Ex Parte Disclosures: None.

Project Planner Hartman presented.

Chair Jones-Carter opened and closed the public hearing at 4:48 P.M.

Staff and Applicant representatives responded to Board Member inquiries.

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

**RESOLUTION NO. DRB-2023-014 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING DESIGN REVIEW APPROVAL FOR THE HERITAGE COMMERCE CENTER, LOCATED AT 0 NORTHPOINT PARKWAY, ASSESSOR'S PARCEL NOS. 035-530-016 & 035-530-055, FILE NO. DR23-008.**

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

**Yes:** 4 - Chair Jones-Carter, Vice Chair Weigl, Board Member Liptak and Board Member Sharron

**Absent:** 1 - Board Member Wuethrich

**Abstain:** 1 - Board Member Cook

## **9. ADJOURNMENT**

Chair Jones-Carter adjourned the meeting at 5:33 P.M.

Approved on: December 21, 2023

s/Krystal Camp, Recording Secretary