



**Design Review Board
Regular Meeting Minutes - Draft**

Thursday, April 18, 2024

4:30 PM

1. CALL TO ORDER AND ROLL CALL

Chair Jones-Carter called the meeting to order at 4:30p.m.

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

Absent 1 - Board Member Adam Sharron

2. APPROVAL OF MINUTES

2.1 January 18, 2024 - Draft Minutes

Approved as submitted.

2.2 January 25, 2024 - Draft Minutes

Approved as submitted.

3. PUBLIC COMMENT

Chair Jones-Carter opened Public Comment at 4:33 p.m.

Richard Canini commented on the solar orientation and the effects of the sun in each season.

Duane De Witt commented on the Roseland Creek clean-up scheduled on April 20th, Earth Day.

Jennifer LaPorta commented on the design in the courtyard, and asked for more directional signage. She also commented on the roadway access being inadequate.

Chair Jones-Carter closed Public Comment at 4:42 p.m.

4. BOARD BUSINESS

4.1 STATEMENT OF PURPOSE

Chair Jones-Carter read aloud the Statement of Purpose.

4.2 BOARD MEMBER REPORTS

Board Member Liptak reported on the Waterways Advisory Committee meeting on March 28, 2024.

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

A motion was made by Board Member Liptak, seconded by Board Member Wuethrich, to continue the Vice Chair Elections to a future meeting.

The motion carried by the following vote:

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

Absent: 1 - Board Member Sharron

5. DEPARTMENT REPORTS

None.

6. STATEMENTS OF ABSTENTION

None.

7. CONSENT ITEM(S)

None.

8. SCHEDULED ITEM(S)

8.1* PUBLIC HEARING - DESIGN REVIEW PERMIT FOR A NEW TELECOMMUNICATION TOWER - AT 2715 GIFFEN AVENUE - FILE NO. DR23-038

BACKGROUND: The applicant is requesting approval of a Design Review Permit for the construction of an 85-foot-tall (monopine) telecommunication tower with ground equipment, surrounded by a 6-foot-tall CMU wall. The project is exempt from the California Environmental Quality Act (CEQA).

PRESENTED BY: Suzanne Hartman, City Planner

Ex Parte Disclosures: None.

Project Planner Hartman presented.

Chair Jones-Carter opened the Public Hearing at 5:00 p.m.

Jennifer LaPorta spoke in opposition of the project.

Chair Jones-Carter closed the Public Hearing at 5:04 p.m.

Staff and the Applicant representatives responded to Board Member inquiries.

Board Members provided comments and feedback.

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

RESOLUTION NO. DRB-2024-003 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING DESIGN REVIEW APPROVAL FOR A NEW MONOPINE (TELECOMMUNICATIONS FACILITY) WITH SUPPORTING GROUND EQUIPMENT, SHIELDED BY 6-FOOT-TALL CONCRETE MASONRY UNIT (CMU) WALL, LOCATED AT 2715 GIFFEN AVENUE, APN: 010-450-008, FILE NO. DR23-038

The motion carried by the following vote:

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

Absent: 1 - Board Member Sharron

9. ADJOURNMENT

Chair Jones-Carter adjourned the meeting at 5:35 p.m.

Approved on:

Krystal Camp, Recording Secretary