



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

Thursday, December 7, 2023

4:30 PM

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:

Krystal Camp, Recording Secretary