



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

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Thursday, January 18, 2024

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.

Board Member Cook joined the meeting at 5:13 p.m.

**Present** 6 - Chair Melanie Jones-Carter, Vice Chair Drew Weigl, Board Member Michael Cook, Board Member Victoria Liptak, Board Member Adam Sharron, and Board Member Ernest Wuethrich

**2. APPROVAL OF MINUTES**

2.1 December 21, 2023 - Draft Minutes

Approved as submitted.

**3. PUBLIC COMMENT**

Chair Jones-Carter opened and closed public comment at 4:33 p.m.

**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 Shekhali reported.

Chair Jones-Carter opened and closed public comment at 4:35 p.m.

**6. STATEMENTS OF ABSTENTION/RECUSAL**

Chair Jones-Carter reported that Board Member Cook will recuse himself from items 8.1 and 8.3 due to a conflict of interest.

## 7. CONSENT ITEM(S)

None.

## 8. SCHEDULED ITEM(S)

- 8.1\*** PUBLIC HEARING - NORTHPOINT COMMERCE CENTER - MAJOR DESIGN REVIEW - 1408, 1416, 1420 THUNDERBOLT WAY - ASSESSOR'S PARCEL NOS. 035-530-023, 035-530-024, 035-530-025 & 035-530-057 - FILE NO. DR23-007

BACKGROUND: The applicant is proposing to develop an approximately 114,884-square-foot industrial building, Northpoint Commerce Center, located at 1408, 1416 and 1420 Thunderbolt Way. 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 Comment at 4:50 p.m.

Staff and the Applicant representatives responded to Board Member inquiries.

Board Members provided comments and feedback.

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

**RESOLUTION NO. DRB-2024-001 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING DESIGN REVIEW APPROVAL FOR THE NORTHPOINT COMMERCE**

**CENTER, LOCATED AT 1408, 1416 AND 1420 THUNDERBOLT WAY, ASSESSOR'S PARCEL NOS. 035-530-023, 035-530-024, 035-530-025 & 035-530-057, FILE NO. DR23-007.**

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

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

**Absent:** 1 - Board Member Cook

**8.2\*** PUBLIC HEARING - NEW VERIZON WIRELESS  
TELECOMMUNICATION TOWER - DESIGN REVIEW PERMIT - 244  
COLGAN AVENUE - PRJ23-009

BACKGROUND: The applicant is requesting approval of a Design Review Permit for the construction of a 69-foot-tall monopine (telecommunication tower) with ground equipment and a 6-foot-tall chain-link fence. 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 and closed the Public Hearing at 5:17 p.m.

Staff and the Applicant representatives responded to Board Member inquiries.

Board Members provided comments and feedback.

**A motion was made by Vice Chair Weigl, seconded by Board Member Cook, to waive reading of the text and adopt as amended:**

**RESOLUTION NO. DRB-2024-002, ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING DESIGN REVIEW APPROVAL FOR THE CONSTRUCTION OF A 69-FOOT TALL TELECOMMUNICATIONS TOWER AND ASSOCIATED GROUND EQUIPMENT -**

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**LOCATED AT 244 COLGAN AVENUE, APN: 044-011-053 - FILE NO. PRJ23-009**

**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

**No:** 1 - Board Member Sharron

The meeting went into Recess at 5:44 p.m. and Reconvened at 5:49 p.m.

**8.3** CONCEPT DESIGN REVIEW - 428 MENDOCINO AVE APARTMENTS - NOT A PROJECT - 428 MENDOCINO AVE - DR23-041

BACKGROUND: Concept Design Review requesting comments from the Board on a proposal to demolish an existing 2-story building and construct a new 10-story mixed use, high-rise structure consisting of 88 apartments, a 500-seat church, administrative offices, community and fitness rooms, roof deck, and a 2-story automated parking basement. Concept review is exempt from the California Environmental Quality Act (CEQA).

PRESENTED BY: Mike Janusek, Contract Planner

Board Member Cook left Council Chambers at 5:42 p.m.

Project Planner Janusek presented.

Applicant representatives made a presentation.

Chair Jones-Carter opened and closed the Public Comment at 6:09 p.m.

Staff and the Applicant representatives responded to Board Member inquiries.

Board Members provided comments and feedback.

PAGE BREAK

**9. ADJOURNMENT**

Chair Jones-Carter adjourned the meeting at 6:41 p.m.

Approved on:

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Krystal Camp, Recording Secretary