

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES

Approved July 13, 2011 by unanimous vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

June 22, 2011
Wednesday, 4:00 p.m.

A complete record of this meeting can be viewed by visiting the City's Website (www.cityofarcata.org) and clicking on "Watch Live Meetings" to access the Historic and Design Review Commission Archives to view the Granicus Telecast. Approved minutes are found on the Commission/Committee website.

I. ROLL CALL. Commissioners: John Barstow, Renée Chappelle, Janette Heartwood and Genevieve Schmidt (one member vacancy).
STAFF: Saskia Burnett.

II. ORAL COMMUNICATIONS. NONE.

III. CONSENT CALENDAR.

AT THE 06-22-2011 HDRC MEETING A MOTION WAS MADE BY COMMISSIONER SCHMIDT, SECONDED BY CHAPPELLE AND A 4-0 VOICE VOTE TO REVISE PROJECT COMMENTS FILE # 101-118-PRDR (DICKINSON SECOND UNIT) AND PROJECT ACTION FILE # 101-119-DR (GANN THIRD UNIT).

A. June 8, 2011 minutes and project actions were approved with modifications to Foodworks project action # 101-121-DR (Schmidt motion, Chappelle seconded), with a 3-0-1 voice vote (John Barstow abstaining, one member vacancy).

IV. PUBLIC HEARINGS.

A. Continued Projects. **NONE.**

B. New Projects.

1. **Fertile World Greenhouse, 5565 West End Road, File Number 101-123-DR.**

Project proposes installation of a 1,176 square foot greenhouse on the A Fertile World landscaping business on West End Road. Proposed greenhouse would be 56 feet long by 21 feet wide and about 14 feet in height. The proposed structure would be located at the rear (west) of the existing 3,600 sf building, along the Highway 299 property frontage.

A MOTION WAS MADE BY COMMISSIONER SCHMIDT, SECONDED BY CHAPPELLE AND A 4-0 VOICE VOTE TO APPROVE THE PROJECT WITH CONDITIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 101-123-DR.

V. BUSINESS ITEMS. NONE.

VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.

A. The Commission asked about the status of the California Coastal Commission meeting scheduled for August 2011 to discuss the City's LCP, and any special meetings that the HDRC would be required to attend to discuss the LCP.

B. Staff informed Commissioners that a meeting with the Historic Landmarks Committee to discuss demolition of small structures would likely be scheduled during Fall, 2011. This would allow the HLC time to complete review of one-for-one replacement/in-kind materials for historic resources, to be discussed along with demolition of small structures. The meeting date would be confirmed by HLC Staff liaison Mike Mullen.

C. Commissioners asked about date, time and discussion topics for the July 12, 2011 joint study session with Planning Commission and City Council. Meeting information including topics would be emailed to Commissioners.

D. Commissioners asked about the latest status on the HDRC member vacancy.

E. Staff noted that elections for Commission Chair and Vice Chair positions are held in July and would be discussed at the next July 13, 2011 HDRC meeting.

VII. ADJOURNMENT – 5.25 P.M.

VIII. ATTENDANCE.

| | 01-12-2011 | 01-26-2011 | 02-09-2011 | 02-23-2011 | 03-09-2011 | 03-23-2011 | 04-13-2011 | 04-27-2011 | 05-11-2011 | 05-25-2011 | 06-08-2011 | 06-22-2011 | 07-13-2011 | 07-27-2011 | 08-10-2011 | 08-24-2011 | 09-14-2011 | 09-28-2011 | 10-12-2011 | 10-26-2011 | 11-16-2011 | 11-30-2011 | 12-14-2011 | 12-28-2011 |
|--------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| CH: John Barstow | X | X | * | O | X | X | X | X | X | X | O | X | | | | | | | | | | | | |
| V-CH: Janette Heartwood | X | X | * | X | X | X | X | X | X | X | X | X | | | | | | | | | | | | |
| Renée Chapelle | X | X | * | X | X | X | X | X | X | X | X | X | | | | | | | | | | | | |
| Genevieve Schmidt | X | X | * | X | X | O | X | X | X | X | X | X | | | | | | | | | | | | |
| Vacancy | | | | | | | | | | | | | | | | | | | | | | | | |

Note: CH = Chair John Barstow; V-CH = Vice Chair Janette Heartwood. Staff Liaison: Michael Mullen
 X = present; O = absent; * = no meeting; S = special meeting (not considered regular attendance).

Per Section 2204.B of the Arcata Municipal Code, "If any member of a commission is absent for four regularly scheduled meetings in a calendar year, the secretary to the commission shall certify that fact to the Council and the Council shall thereafter declare the position on the commission to be vacant."

Attest: Michael S. Mullen
 Michael S. Mullen, HDRC Staff Liaison.