

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES

Approved August 24, 2011 by unanimous vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

August 10, 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. Staff informed the HDRC that incoming Commissioner Jim Lowry will start on August 24, 2011.
STAFF: Saskia Burnett, and Larry Oetker.
- II. **ORAL COMMUNICATIONS. NONE.**
- III. **CONSENT CALENDAR.**
 - A. July 27, 2011 minutes and project actions were approved (Schmidt motion, Heartwood seconded), with a 4-0 voice vote.
- IV. **PUBLIC HEARINGS.**
 - A. **Continued Projects.**
 1. **Hitchcock Staircase at D.D. Averell House, 1243 H Street, File Number 101-124-DR.** Revised project proposes an alternative design for the addition of an exterior staircase to provide access for a second floor unit contained within the existing residence. The project was continued from the July 13, 2011 HDRC hearing to allow revised plans to be submitted and project review by the Historic Landmarks Committee. The residence is a Noteworthy structure known as the D.D. Averell House. Property is located within the Arcata Heights Neighborhood Conservation Area.

A MOTION WAS MADE BY COMMISSIONER HEARTWOOD MOTION AND SECONDED BY SCHMIDT TO DENY THE PROJECT BUT THE MOTION FAILED DUE TO A 2-2 SPLIT COMMISSION VOTE (HEARTWOOD AND SCHMIDT VOTING 'AYE', AND BARSTOW AND CHAPPELLE VOTING 'NO' FOR PROJECT DENIAL).

A SECOND MOTION WAS MADE BY COMMISSIONER CHAPPELLE, SECONDED BY BARSTOW AND A 3-1 VOICE VOTE (HEARTWOOD ABSTAINING), TO CONTINUE THE PROJECT TO A FUTURE HDRC HEARING DATE DETERMINED BY THE APPLICANT. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 101-124-DR.
 - B. **New Projects. NONE.**
- V. **BUSINESS ITEMS.**
 - A. Community Development Director Larry Oetker informed Commissioners that the Hillside Development/Minor Use Permit for the Dickinson project at 1299 Bayview Street was approved by the Planning Commission on August 9, 2011.
 - B. Larry Oetker discussed the status of the City's Local Coastal Program (LCP) and recommendations to the California Coastal Commission (CC). Staff will attend a scheduled CA CC hearing on Friday August 12, 2011 that will consider the LCP project. Arcata's City Council, Planning Commission, and Staff consider that Arcata's General Plan: 2020 and Land Use Code (2008), with four proposed revisions, will be compatible with coastal resources and meet the provisions of the Coastal Act.
 - C. The Director informed the Commission that Staff will be working on updating the City's Housing Element.

VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.

- A. Commissioner Barstow requested a hardcopy of the Robert’s Rules of Order (and C. Lawry will be given a hardcopy). Staff surveyed other Commissioners for their copy preferences.
- B. Commissioner Barstow commented that “Green Facilities”, a book about smart growth loaned by C. Schmidt, was a very useful reference and that the HDRC should do more in project review to ensure that projects address green and smart growth goals and standards.
- C. The Commission and Staff discussed the format of Historic Landmark Committee recommendations for projects referred to the Committee from the HDRC. Commissioner Barstow stated that he would like HLC recommendations to provide a rationale explaining why a project would be compatible with the historic resource, and that HLC comments should also specifically address HDRC issues.
- D. Commissioner Schmidt was advised that the City has an Energy Committee that deals with green/energy efficient policy issues and that all Committees and Commissions provide an annual report that is available on the City’s website.

VII. ADJOURNMENT – 5:45 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	X	X	X									
V-CH: Janette Heartwood	X	X	*	X	X	X	X	X	X	X	X	X	X	X	X									
Renée Chapelle	X	X	*	X	X	X	X	X	X	X	X	X	X	X	X									
Genevieve Schmidt	X	X	*	X	X	O	X	X	X	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.