

**CITY OF ARCATA**  
**HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES**

*Approved 05-11-2011 by unanimous vote*

**COUNCIL CHAMBER**  
**736 F Street, Arcata, CA 95521**

**April 27, 2011**  
**Wednesday, 4:00 p.m.**

A complete record of this meeting can be viewed by visiting the City's Website ([www.cityofarcata.org](http://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 and Michael Mullen.

**II. ORAL COMMUNICATIONS. NONE.**

**III. CONSENT CALENDAR.**

A. Minutes and actions of April 13, 2011 were approved (Schmidt motion, Heartwood seconded) with a 4-0 voice vote (one member vacancy).

B. **Consent Project. Little Learners Preschool, 5050 Valley East Blvd, File Number 101-112-DR.** Project proposes modifications to off-street parking, site design, and landscaping to an existing commercial building for use as a preschool. A Conditional Use Permit (File # 012-055-CUP, June 25, 2002) approved the development of a commercial building on the property and its use as a daycare facility for developmentally disabled adults. The project meets the conditions of the CUP and applicable Arcata Land Use Code standards.

A MOTION WAS MADE BY COMMISSIONER SCHMIDT, SECONDED BY HEARTWOOD AND A 4-0 VOICE VOTE TO APPROVE THE CONSENT PROJECT AS PRESENTED. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 101-112-DR.

**IV. PUBLIC HEARINGS.**

A. **Continued Projects.**

1. **McDonalds Remodel-Revised Elevations, 4901 Valley West Blvd, File Number 101-088-DR.** Revised project proposes exterior building modifications to the McDonald's restaurant remodel that was approved by the HDRC on 12-08-2010. Current revised project proposes: changes to awnings; modified areas of stone veneer on the building; changed detailing around door entrances; corrugated iron accent band on the parapet; and relocated signage. No changes are proposed to site layout, circulation or landscaping.

A MOTION WAS MADE BY COMMISSIONER CHAPPELLE, SECONDED BY HEARTWOOD AND A 4-0 VOICE VOTE, TO APPROVE THE REVISED PROJECT AS PRESENTED. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 101-088-DR.

B. **New Projects.**

1. **Mark Jones Office - Phase 4, 4641 Valley East Blvd, File Number 101-113-DR.** Project proposes development of a new 3,420 square foot single-story office building of about 20 feet in height. Project includes: off-street parking; bicycle parking; vehicle and pedestrian access ways; and landscaping. This is the fourth phase of a mixed use office/residential Planned Development project.

A MOTION WAS MADE BY COMMISSIONER CHAPPELLE, SECONDED BY SCHMIDT AND A 4-0 VOICE VOTE, TO APPROVE THE PROJECT WITH CONDITIONS AND RECOMMENDATIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 101-113-DR.

**V. BUSINESS ITEMS, CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.**

- A. The Commission noted that proposed Mobile Food Vendor LUC amendments were discussed at the April 26, 2011 Planning Commission hearing. Staff informed the Commission that the item is to be rescheduled for further Planning Commission discussion, most likely in June, 2011.
- B. Staff provided a brief update for Commissioners on the status of the proposed LDS church building demolition project.
- C. Staff informed Commissioners that the joint study session with the Historic Landmarks Committee would be scheduled for a regular HDRC meeting date that all members could attend. The joint study session would take place immediately after the closure of the regular HDRC meeting.

**VI. ADJOURNMENT.**

**VII. 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
<b>CH: John Barstow</b>	X	X	*	O	X	X	X	X																
<b>V-CH: Janette Heartwood</b>	X	X	*	X	X	X	X	X																
<b>Renée Chapelle</b>	X	X	*	X	X	X	X	X																
<b>Genevieve Schmidt</b>	X	X	*	X	X	O	X	X																
<b>Vacancy</b>																								

**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.