

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES

Approved June 8, 2011 by unanimous vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

May 25, 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: Michael Mullen, Joe Mateer, and Larry Oetker.

II. ORAL COMMUNICATIONS. NONE.

III. CONSENT CALENDAR.

A. May 11, 2011 HDRC minutes and actions were approved (Schmidt motion, Heartwood seconded), with a 4-0 voice vote (one member vacancy).

IV. PUBLIC HEARINGS.

A MOTION WAS MADE TO MODIFY THE AGENDA (MOTION SCHMIDT, CHAPPELLE SECONDED) WITH A 4-0 VOTE, TO HEAR NEW PROJECT ITEM IV B.1. FOODWORKS MASTER SIGN PLAN FIRST AND HEAR PROJECT ITEM IV.A.1. CAMPBELL CREEK APARTMENTS SECOND.

A. **Continued Projects.**

1. **Campbell Creek Apartments, File Number 090-004-PDP-CDP-DR2, Assessor Parcel Number 503-202-003.**

The Campbell Creek Apartments Planned Development project involves the proposed development of a 4.02-acre vacant parcel located on the corner of Samoa Boulevard and Union Street with 60 residential units and 2.94 acres of open space that includes restored wetland and buffer areas, a wildlife corridor and connecting trail system. The project was approved by the Planning Commission on February 22, 2011.

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.: 090-004-PDP-CDP-DR2.

B. **New Projects.**

1. **Foodworks Master Sign Plan, 100 Ericson Court, File Number 101-121-DR.** Project proposes a Master Sign Plan for the Foodworks Culinary Center, located in the Aldergrove Industrial Park. Proposed signage totaling about 117.5 square feet includes: one 28 sf monument sign; one 30 sf directory sign; one 4 sf hanging sign placed under the building's front entrance canopy; one 18 sf wall sign on the east building elevation; and 25 door signs for individual tenant spaces (total area 37.5 sf).

A MOTION WAS MADE BY COMMISSIONER CHAPPELLE, SECONDED BY HEARTWOOD 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.: 101-121-DR.

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

- A. Larry Oetker, Community Development Director, informed the HDRC with a summary of key changes to the City Protocol Manual, including clarification of the issues of Committee/Commission representation at higher Commission or City Council levels.
- B. The Director informed HDRC member of an upcoming September 2011 California Coastal Commission meeting that will be held in Eureka where the City of Arcata hopes the Coastal Commission will approve the City's LUC/LCP. Prior to this meeting, there will be a Joint Study Session scheduled on Tuesday July 12, 2011 with HDRC, Planning Commission and City Council to discuss issues relating to the LCP.

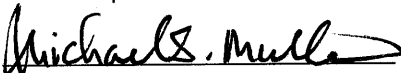
VI. ADJOURNMENT. – 6:25 P.M.

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
CH: John Barstow	X	X	*	O	X	X	X	X	X	X														
V-CH: Janette Heartwood	X	X	*	X	X	X	X	X	X	X														
Renée Chapelle	X	X	*	X	X	X	X	X	X	X														
Genevieve Schmidt	X	X	*	X	X	O	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, HDRC Staff Liaison.