

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES

Approved 04-13-11 by unanimous vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

March 23, 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, and Janette Heartwood (Genevieve Schmidt absent; one member vacancy).
STAFF: Saskia Burnett and Michael Mullen.

II. ORAL COMMUNICATIONS. NONE.

III. CONSENT CALENDAR.

A. Minutes and actions of March 9, 2011 were approved (Chappelle motion, Heartwood seconded,) with a 3-0 voice vote (Schmidt absent).

IV. PUBLIC HEARINGS.

A. Continued Projects. **NONE.**

B. New Projects.

1. **Sandpiper MHP rehab project, 115 G Street, File Number 101-099.**

Project proposes to redevelop a 2,140 square foot, mixed-use triplex located on the northwest corner of the Sandpiper Mobile Home Park. The triplex would consist of one-bedroom subsidized housing units, an office and a laundry, and associated landscaping.

A MOTION WAS MADE BY COMMISSIONER CHAPPELLE, SECONDED BY HEARTWOOD AND A 3-0 VOICE VOTE (SCHMIDT ABSENT), TO CONTINUE THE PROJECT TO A FUTURE HEARING DATE DUE TO A POTENTIAL LACK OF QUORUM. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 101-099-DR.

2. **Cooper Residential Addition, 68 E 15th Street, File Number 101-106-DR.**

Project proposes a two-story addition to the rear of an existing 1,400 square foot, single-story, single family residence. Proposed 2-bedroom addition would be approximately 1,200 square feet and about 25 feet in height. Property is located in the Bayview Neighborhood Conservation Area.

A MOTION WAS MADE BY COMMISSIONER CHAPPELLE, SECONDED BY HEARTWOOD AND A 3-0 VOICE VOTE (SCHMIDT ABSENT), TO APPROVE THE PROJECT AS PRESENTED, BASED ON FINDINGS MADE BY THE COMMISSION. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 101-106-DR.

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

A. Staff gave Commissioners a brief summary of the content of the first two historical resources survey workshops, with the final workshop scheduled on March 26, 2011.

B. The Commission noted the "Preservation and Sustainability" article on window types, repair and replacement by Winter & Co.

C. The Commission discussed the process for considering demolition of small outbuildings such as wood/tool sheds (not including old barns or garages). Staff showed Commissioners a photo of a detached tool/storage shed as an example of smaller structures for which

property owners request a demolition permit from the Building Department. Other examples might include accessory structures such as residential carports built within the last 30-40 years (not within the period of significance). Staff asked the Commission what exceptions they might consider to the General Plan: 2020 Policy H-5 that requires a Design Review permit application, noticing, a historic report, and permit approval by the HDRC for all demolitions in the city.

Commissioners indicated that some small structures could be considered on a case by case basis by the Commission but that they would like further discussion on this issue. The Commission requested a joint study session between the HDRC and Historic Landmark Committee to consider and discuss this issue.

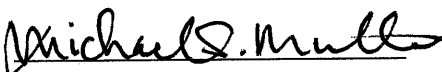
VI. ADJOURNMENT. – 4:40 P.M.

VII. ATTENDANCE FOR HDRC MEETINGS.

| | 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 | | | | | | | | | | | | | | | | | | |
| V-CH: Janette Heartwood | X | X | * | X | X | X | | | | | | | | | | | | | | | | | | |
| Renée Chapelle | X | X | * | X | X | X | | | | | | | | | | | | | | | | | | |
| Genevieve Schmidt | X | X | * | X | X | O | | | | | | | | | | | | | | | | | | |
| 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.