

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES

Approved December 14, 2011 by unanimous vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

November 9, 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, Jim Lowry, and Genevieve Schmidt.

STAFF: Saskia Burnett, Mike Mullen, and Larry Oetker.

II. ORAL COMMUNICATIONS. NONE.

III. CONSENT CALENDAR.

A. October 26, 2011 minutes and project actions were approved by a 4-0 vote (Chappelle recused).

IV. PUBLIC HEARINGS.

A. Continued Projects. **NONE.**

B. New Projects.

1. **Big Bamboo Pottery Kilns, 1251 9th Street, File Number 112-009-DR.** Project proposes to develop a pottery studio on the light industrial zoned property. Project involves: installation of two kilns (one gas, one electric) on concrete pads and a propane tank; two metal canopy structures to cover the kilns; use of an existing on-site container as the pottery studio; off-street parking; security fencing; and landscaping. Project would be located on a western portion of the property that contains the California Central Creameries Plant, commonly known as the Creamery Building, which is a designated Landmark Historic Structure (File # LHP-89-05). The project site is not located within a Neighborhood Conservation Area.

ON A MOTION MADE BY COMMISSIONER LOWRY, SECONDED BY CHAPPELLE AND A 5-0 VOICE VOTE, THE COMMISSION CONTINUED THE PROJECT TO A FUTURE DATE UNTIL SUBMITTAL OF REVISED, COMPLETE APPLICATION MATERIALS TO MEET COMMISSION PROJECT RECOMMENDATIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-009-DR.

2. **Carl's Junior Signage, 4900 Valley West Boulevard, File Number 112-012-DR.** Project proposes to update signage for the Carl's Jr. restaurant located in the Valley West commercial district. Project proposes to reface the existing double-sided pole sign, and replace existing fascia signs with updated channel lettering and design.

ON A MOTION MADE BY COMMISSIONER HEARTWOOD, SECONDED BY CHAPPELLE AND A 5-0 VOICE VOTE, THE COMMISSION CONTINUED THE PROJECT AT THE APPLICANT'S REQUEST TO A FUTURE MEETING DATE WHEN REVISED APPLICATION MATERIALS ARE SUBMITTED. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-012-DR.

V. BUSINESS ITEMS.

A. The Commission noted that the HDRC and HLC joint study session is tentatively scheduled for the December 14, 2010 regularly scheduled HDRC meeting, starting 6 p.m.

VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.

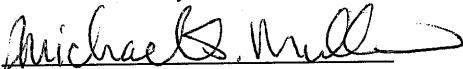
A. **LDS Demolition Permit Update.** Community Development Director Larry Oetker provided a summary of the current status of the LDS Church demolition request. The LDS have withdrawn their planning permit and have applied for a building permit to demolish the A Street meeting house. Director Oetker revised the department's anticipated issuance date for a building permit for demolition to a date after November 17, 2011. Director Oetker explained that an appeal could be filed with the department before November 17, 2011. This item was a status update intended to inform the Historic and Design Review Commission and the public of the project's status.

VII. ADJOURNMENT – 6:20 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	11-09-2011	11-23-2011	12-14-2011	12-28-2011
CH: John Barstow	X	X	*	O	X	X	X	X	X	X	O	X	X	X	X	X	X	X	*	X	X	*		*
V-CH: Janette Heartwood	X	X	*	X	X	X	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	X	X	X	*	O	X	*		*
Genevieve Schmidt	X	X	*	X	X	O	X	X	X	X	X	X	X	X	X	X	X	X	*	X	X	*		*
Jim Lowry																X	X	X	*	X	X	*		*

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.