

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

*Approved July 11, 2012 by unanimous vote*

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

**July 11, 2012**  
**Wednesday, 4:00-5:30 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, Jim Lowry, and Genevieve Schmidt.

**STAFF:** Saskia Burnett, and Larry Oetker.

**II. ORAL COMMUNICATIONS. NONE.**

**III. CONSENT CALENDAR.**

A. June 27, 2012 Minutes were approved by the Commission with a 5-0 vote (Schmidt Motion, Heartwood seconded).

**IV. PUBLIC HEARINGS.**

A. **Continued Projects.**

1. **Renner Monument Sign, 5000 West End Road, File Number 112-020.** Project proposes a double-sided, internally illuminated cabinet monument sign for the Arcata Renner Petroleum card-lock fueling station located in the Aldergrove Industrial area. Each sign face would be 4 by 8 feet, with a total sign area of 64 sf. The sign structure would be 6 feet in height, comprising a 4-foot high sign above a 2 foot rock base, and located in the property's West End Road front setback area. Sign materials would consist of an aluminum face routed to incorporate internally illuminated, acrylic logo and graphics.

ON A MOTION MADE BY COMMISSIONER LOWRY, SECONDED BY CHAPPELLE AND A 5-0 VOICE VOTE, THE COMMISSION APPROVED THE MONUMENT SIGN AS PRESENTED, WITH CONDITIONS AND FINDINGS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-020-DR.

B. **New Projects. NONE.**

**V. BUSINESS ITEMS.**

- A. The Commission reviewed project actions approved at the 06-27-12 HDRC hearing.
- B. Staff and the Commission identified the 4 Design Award finalists and 3 commendations for projects that did not require Design Review. Commissioners reviewed draft Design Award plaques. Staff informed Commissioners of potential City Council meeting dates for the awards ceremony; August 15 or September 5, 2012 City Council meeting date.
- C. Staff reminded Commissioners of the August 22, 2012 Annual Study Session with the City Council, Planning Commission and Historic and Design Review Commission.
- D. Staff briefly summarized the third module of the CPF webinar series that was held on Tuesday 10 July, 2012 about the 1966 National Historic Preservation Act Section 106 consultation process, relating to crafting MOUs, MOAs (Memorandum of Agreements) and PA (Programmatic Agreements) for projects involving historic and cultural resources, to ensure the protection and maintenance of National Register Historic Buildings and Sites.

**VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.**

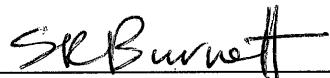
- A. Community Development Director Larry Oetker informed the HDRC that on 07-10-2012 the Planning Commission approved Footprint Recycling Planned Development, a biodiesel project that had been reviewed at a preliminary stage by the HDRC.
- B. The Director informed Commissioners that Staff has been meeting with agencies regarding a study on sea level rise which is expected to directly affect Humboldt Bay, Arcata, and the City's land use policies. This Study will require outreach to the public and regulatory agencies, including City Commissions that regulate development.
- C. City Council is expected to approve the contract to initiate Boyd Road and Shirley Boulevard annexations. Proposed annexation is intended to correct sewer problems for 13 Shirley Boulevard homes and allow for future development of Boyd Road industrial properties. The Boyd Road annexation would potentially allow rezoning of industrial properties from the existing minimum 1-acre lot size to 6,000 sf parcels with city sewer service, consistent with other industrial properties in the Mad River Industrial Park area. This annexation would potentially increase light industrial manufacturing opportunities to meet city goals and policies, and potentially generate about \$120,000 in annual sales tax for the city.

**VII. ADJOURNMENT – 5:15 P.M.**

**VIII. ATTENDANCE.**

	01-11-2012	01-25-2012	02-08-2012	02-22-2012	03-14-2012	03-28-2012	04-11-2012	04-25-2012	05-09-2012	05-23-2012	06-13-2012	06-27-2012	07-11-2012	07-25-2012	08-08-2012	08-22-2012	09-12-2012	09-26-2012	10-10-2012	10-24-2012	11-14-2012	11-28-2012	12-12-2012	12-26-2012
CH: John Barstow	X	*	X	X	X	*	X	X	X	X	X	X	X											
V-CH: Janette Heartwood	X	*	X	X	X	*	X	X	X	X	X	X	X											
Renée Chapelle	O	*	O	X	X	*	O	O	O	X	X	X	X											
Jim Lowry	X	*	X	X	X	*	O	X	X	X	X	X	X											
Genevieve Schmidt	X	*	X	X	X	*	X	X	X	X	X	X	X											

**Note: CH = Chair John Barstow; V-CH = Vice Chair Janette Heartwood. Staff Liaison: Saskia Burnett**  
 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:   
 Saskia R. Burnett, HDRC Staff.