

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES

Approved July 11, 2012 by unanimous vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

June 27, 2012
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, and Larry Oetker.

II. **ORAL COMMUNICATIONS.** NONE.

III. **CONSENT CALENDAR.**

A. June 13, 2012 Minutes were approved by a 5-0 vote (Lowry Motion, Chappelle seconded).

B. **Consent Project. Campbell Creek Apartments Solar Panels, 325 & 335 Union Street, File Number 112-039-DR.** Applicant proposes to install solar photovoltaic (PV) panels on the roofs of the Campbell Creek Apartments project that is currently under construction. Design Review is required for exterior changes to the multi-family residential project that propose tilt-up PV panel installation. Approved project meets applicable City standards. DUE TO CALIFORNIA GOVERNMENT CODE SECTION 65850.5 THAT EXEMPTS SOLAR PROJECTS FROM DESIGN REVIEW, CONSENT PROJECT ITEM III.B WAS WITHDRAWN AND THE COMMISSION VOTED TO REMOVE THE PROJECT FROM THE CONSENT AGENDA.

IV. **PUBLIC HEARINGS.**

A. **Continued Projects.** NONE.

B. **New Projects.**

1. **Brown Shed Demolition and Residential Addition, 60 E. 7th Street, File Number 112-037-DR.** Project proposes construction of a single story, 192 square foot addition and deck to the existing Craftsman-style single family residence and demolition of an existing 192 sf accessory structure (shed/garage) on the property. The project requires Design Review approval for the proposed addition, and for demolition of the circa 1930s converted garage structure which is located where the new deck would be constructed. The applicant has provided a Historic Report for the project. The property is located in the Bayview Neighborhood Conservation Area.

ON A MOTION MADE BY COMMISSIONER CHAPPELLE, SECONDED BY SCHMIDT AND A 4-0 VOICE VOTE (LOWRY RECUSED), THE COMMISSION APPROVED THE PROJECT WITH CONDITIONS AND FINDINGS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-037-DR.

V. **BUSINESS ITEMS.**

- A. The Commission reviewed 06-13-12 HDRC project actions.
- B. Staff advised the Commission that discussion on the 2009 Design Awards projects would take place during the Study Session at the conclusion of this HDRC meeting.
- C. Staff informed the Commission that the CPF webinar Module 2 on Tuesday 26 June, 2012 discussed mitigations for national historic register projects under the National Historic Preservation Act (1966). Commissioners were advised that Module 3 in the series of 4 modules was scheduled for July 10, 2012.

VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.

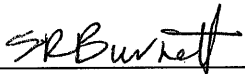
- A. Commissioners stated that they would be in attendance for HDRC meetings during the summer months of July, with no expected absences. Staff identified upcoming City Council meeting dates that could be possible dates for scheduling the Design Award projects: July 25, 2012 or August 15, 2012 (August 1, 2012 City Council meeting is cancelled). Commissioners indicated a preference for the August 15, 2012 City Council meeting.
- B. Commissioners noted the annual City Council Joint Study Session with the Planning Commission and Historic and Design Review Commission that is scheduled for August 22, 2012, starting at 6:00 p.m. in the Arcata City Council Chamber.
- C. Staff and the HDRC discussed California Government Code Section 65850.5 that exempts solar projects from discretionary permit review (such as Design Review) for aesthetic purposes. The intention of this Code is to expedite solar projects via the ministerial permit process only (Building Permits) and to minimize solar project permitting costs. It was noted that the solar project exemption from discretionary review applies to all zoning districts including Historic Districts and Neighborhood Conservation Areas, designated Historic Landmark structures, and the Coastal Zone.

VII. ADJOURNMENT - 4:30 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												
V-CH: Janette Heartwood	X	*	X	X	X	*	X	X	X	X	X	X												
Renée Chapelle	O	*	O	X	X	*	O	O	O	X	X	X												
Jim Lowry	X	*	X	X	X	*	O	X	X	X	X	X												
Genevieve Schmidt	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.