

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES

Approved June 27, 2012 by unanimous vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

June 13, 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, Joe Mateer, and Larry Oetker.

II. ORAL COMMUNICATIONS. NONE.

III. CONSENT CALENDAR.

A. Minutes. May 23, 2012 Minutes were approved by a 5-0 vote (Lowry Motion, Chappelle seconded).

B. Consent Project. Gann Third Unit Permit Extension Request, 460 Granite Avenue, File Number 101-119-DR-Ext. The applicant requests a 12-month time extension to Design Review Permit # 101-119-DR to extend the permit expiration date to June 23, 2013. On June 8, 2011, the HDRC approved the project which involved conversion of two former garage spaces into a third residential unit to meet building and Arcata Land Use Code standards. No changes are proposed to the approved project. The request meets applicable Land Use Code standards.

ON A MOTION MADE BY COMMISSIONER SCHMIDT, SECONDED BY HEARTWOOD AND A 5-0 VOICE VOTE, THE COMMISSION REMOVED PROJECT ITEM III.B FROM THE CONSENT AGENDA FOR DISCUSSION.

ON A MOTION MADE BY COMMISSIONER SCHMIDT, SECONDED BY CHAPPELLE AND A 5-0 VOICE VOTE, THE COMMISSION APPROVED THE PROJECT WITH CONDITIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 101-119-DR-EXT.

IV. PUBLIC HEARINGS.

A. Continued Projects. NONE.

B. New Projects.

1. Arcata Bay Self Storage Signage, 250 E Street, File Number 112-036-DR. Project proposes two wall signs to be located on the Arcata Bay Self Storage property. Proposed signs would include: (1) one 6 square foot wall sign to be located on the east elevation of the office for the business ("Building A" on site plan); and (2) one 32 sf wall sign located on the north elevation of storage unit "Building B".

ON A MOTION MADE BY COMMISSIONER SCHMIDT, SECONDED BY HEARTWOOD AND A 5-0 VOICE VOTE, THE COMMISSION APPROVED THE PROJECT WITH CONDITIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-036-DR.

2. Walker Private School, 1222 Hallen Drive, File Number 112-035-DR-MUP. Project proposes exterior building modifications and site layout changes to convert the Arcata Congregation of Jehovah's Witness church building into a private elementary school, in the Valley West residential neighborhood. The project requires Design Review for the proposed exterior changes and a Minor Use Permit to operate a school in the Residential High Density zoning district. Proposed modifications for HDRC review include: installation of windows in the building; parking lot restriping and layout changes; bicycle parking; landscaping; and fencing. HDRC review also includes solid waste/recycling and green building elements.

HDRC

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ON A MOTION MADE BY COMMISSIONER LOWRY, SECONDED BY HEARTWOOD AND A 5-0 VOICE VOTE, THE COMMISSION APPROVED THE PROJECT WITH CONDITIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-035-DR.

V. BUSINESS ITEMS.

- A. The HDRC reviewed 05-23-12 project actions.
- B. The HDRC noted that review of final 2009 project awards would be scheduled for the June 27, 2012 HDRC hearing.
- C. Director Larry Oetker informed the Commission that Land Use Code revisions under review by the City Council would include a Type 'C' category of Design Review projects reviewable by the HDRC.

VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.


- A. The Director Larry Oetker updated the Commission on the following project appeals scheduled for hearing by the City Council:
 - 1. Internews sign appeal: The City Council overturned the HDRC's decision and allowed the applicant to remove the existing Internews sign. The applicant presented a modified sign design that the Council approved. The City Council determined that: (1) the existing Internews sign is not a City designated Historic Sign (2) the HDRC cannot require the existing sign to be retained unless it is a Historic Sign; and (3) the HDRC has no review authority to modify the detailed content of a sign such as a sign's design, logo or copy, font/lettering, or color. HDRC review authority does include a sign's size, scale or proportion, location or placement on a building or site, and sign materials or illumination.
 - 2. Cypress Grove Chevre appeal: The appeal was withdrawn by the appellant, so the Planning Commission's decision to approve the project is now in effect.
- B. The Commission discussed the California Preservation Foundation webinars on CFR Section 106, regulations that implement the National Historic Preservation Act (1966). Commissioner Barstow felt the 106 module did not seem very relevant to what the HDRC does but that he would attend the CA Historic Building Code modules. Commission Chappelle asked if the webinar series could be viewed from home without paying the CPF fee. Commissioners were informed that the CPF webinars are available via Councilor Stillman's membership but that the CPF does not allow multiple viewing sites on one membership or recording webinars for future use.

VII. ADJOURNMENT.

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													
V-CH: Janette Heartwood	X	*	X	X	X	*	X	X	X	X	X													
Renée Chappelle	O	*	O	X	X	*	O	O	O	X	X													
Jim Lowry	X	*	X	X	X	*	O	X	X	X	X													
Genevieve Schmidt	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.