

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

*Approved June 13, 2012 by unanimous vote*

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

**May 23, 2012**  
**Wednesday, 4:00 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. May 9, 2012 Minutes were approved by a 5-0 vote (Schmidt Motion, Heartwood seconded).

B. **Consent Project. Howard Johnson Hotel Exterior Alterations, 4700 Valley West Boulevard, File Number 112-032-DR.** Project proposes exterior building additions to the Howard Johnson Hotel, located in the Valley West commercial district. Proposed additions include: (1) an elevator mechanical room addition to be located on the building's west elevation adjacent to the existing indoor pool building; (2) a storage shed; (3) a solid waste/recycling enclosure; and (4) motorcycle parking. Project meets applicable City standards.

ON A MOTION MADE BY COMMISSIONER HEARTWOOD, SECONDED BY SCHMIDT 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 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.: 112-032-DR.

**IV. PUBLIC HEARINGS.**

A. **Continued Projects. NONE.**

B. **New Projects. NONE.**

**V. BUSINESS ITEMS.**

A. The HDRC reviewed the project action from the May 9, 2012 HDRC hearing.

B. A vacancy was declared for one HDRC member position currently occupied by Commissioner Chappelle due to four or more absences during the 2012 year. Director Larry Oetker invited Commissioner Chappelle to reapply for this position. The Director also advised the HDRC and general public of declared vacancies on the Planning Commission.

C. Staff noted that review of the 2009 Design Awards candidate projects is scheduled for the HDRC Study Session following adjournment of the regularly scheduled HDRC meeting.

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

A. Director Larry Oetker informed the Commission of the following:

1. Cypress Grove Chevre expansion and Internews sign projects will be heard at the June 6, 2012 City Council meeting.

2. The Footprint Recycling biodiesel project will be reviewed by the Planning Commission in June, 2012.

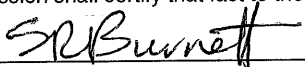
3. Staff and City Council will be working on updating the City's Housing Element.
4. The Plaza Point mixed use development project is nearing completion. There has been a very high demand for these senior housing units; all units will be occupied and an additional about 50 individuals have been placed on a waiting list.
5. Discussions regarding potential development of the Isaacson property will be scheduled for the June 6, 2012 City Council meeting to identify what type of housing might be of greatest demand for this property. The HDRC suggested that it would be useful for the City Council to get feedback from Plaza Point residents when that is completed to see how well this development is working.

**VII. ADJOURNMENT - 4:40 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														
V-CH: Janette Heartwood	X	*	X	X	X	*	X	X	X	X														
Renée Chapelle	O	*	O	X	X	*	O	O	O	X														
Jim Lowry	X	*	X	X	X	*	O	X	X	X														
Genevieve Schmidt	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.