

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES

Approved April 25, 2012 by a 4-0 vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

April 11, 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, Janette Heartwood, and Genevieve Schmidt (Commissioners Chappelle and Lowry were absent).

STAFF: Saskia Burnett, and Mike Mullen.

II. ORAL COMMUNICATIONS. NONE.

III. CONSENT CALENDAR.

A. March 14, 2012 minutes and project action, excluding consent project item III.B, were approved by a 3-0 vote (Heartwood Motion, Schmidt seconded; Chappelle and Lowry absent). HDRC meeting of March 28, 2012 was cancelled and no minutes were prepared.

B. **Consent Project. Internews Sign, 876 7th Street, File Number 112-026-DRS.** Project proposes a new 7'-8" by 2'-8" (19.8 sf) wall sign to be located on the Internews office building's south elevation to replace existing signage. Proposed sign will be non-illuminated and centered over the building's front entrance. The property is located in the Plaza Area Historic District. Project meets applicable City standards.

ON A MOTION MADE BY COMMISSIONER HEARTWOOD, SECONDED BY SCHMIDT AND A 3-0 VOICE VOTE (CHAPPELLE AND LOWRY ABSENT), THE COMMISSION REMOVED PROJECT ITEM III.B FROM THE CONSENT AGENDA FOR FURTHER REVIEW AND DISCUSSION.

ON A MOTION MADE BY COMMISSIONER HEARTWOOD, SECONDED BY SCHMIDT AND A 3-0 VOICE VOTE (CHAPPELLE AND LOWRY ABSENT), THE COMMISSION APPROVED THE PROJECT WITH CONDITIONS AND FINDINGS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-026-DR.

C. **Consent Project. "D" Street Neighborhood Center Addition, "D" Street, File Number 112-027-DR.** Project proposes to construct a 14 by 16-foot (224 sf), single-story addition to the east frontage of the City's "D Street" Neighborhood Community Center building. The addition would provide additional storage area for chairs and tables used by the facility. Materials, height, and design of the addition would match that of the existing building. Project meets applicable City standards.

ON A MOTION MADE BY COMMISSIONER HEARTWOOD, SECONDED BY SCHMIDT AND A 3-0 VOICE VOTE (CHAPPELLE AND LOWRY ABSENT), THE COMMISSION APPROVED THE PROJECT AS PRESENTED. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-027-DR.

IV. PUBLIC HEARINGS.

A. **Continued Projects.**

1. **Do It Best Lumber, 1296 11th Street, File Number 112-004-MUP-DR.** HDRC review of revised plans dated March 13, 2012 submitted to meet Design Review Permit # 112-004 Conditions 2 and 6 landscaping and fencing conditions. On January 11, 2012, the Commission approved Design Review Permit for a proposed new retail/lumber storage building, signage, site improvements, and partial demolition of structures for the Do It Best Lumber property. This project review contains some amendments to the approved

Design Review Permit including: (1) sheds proposed to be demolished will be retained on site; and (2) a kiosk with gate will be provided on site to monitor the flow of traffic and goods.

ON A MOTION MADE BY COMMISSIONER SCHMIDT, SECONDED BY HEARTWOOD AND A 3-0 VOICE VOTE (CHAPPELLE AND LOWRY ABSENT), THE COMMISSION APPROVED THE REVISED PROJECT WITH CONDITIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-004-DR.

B. New Projects.

1. Plaza Point Planned Sign Program, 789 "I" Street, File Number 112-023-DRS2.

Review and take action on a proposed planned sign program for commercial tenant spaces located on the first floor of the Plaza Point mixed use / senior housing complex. Project proposes nine wall signs over tenant spaces and entrances; six projecting (or "hanging") signs, and two wall (directory) signs flanking the 8th Street entrance to the commercial kitchen and manager's office. Project signage proposes an estimated maximum total allowable sign area of 200 sf. Property is located in the "Central" Conservation Area.

ON A MOTION MADE BY COMMISSIONER HEARTWOOD, SECONDED BY SCHMIDT AND A 3-0 VOICE VOTE (CHAPPELLE AND LOWRY ABSENT), THE COMMISSION APPROVED THE PROJECT WITH CONDITIONS AND FINDINGS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-023-DR.

V. BUSINESS ITEMS. NONE.

VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.

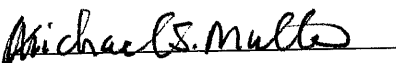
- A. Commissioner Resumes and Design Awards list: This item was deferred for future discussion to a following HDRC meeting. Commissioners suggested scheduling this item when there is a light HDRC agenda.
- B. California Preservation Foundation 2012 Education webinar series scheduled bi-weekly from 12 noon- 1:30 p.m. in the Arcata City Council Chamber – see City website for dates. Commissioner Barstow asked if more information is available about the subject matter presented in future webinars. Commissioners said they would like a reminder email sent out the day before webinar presentations.

VII. ADJOURNMENT - 6:05 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	05-25-2012	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																	
V-CH: Janette Heartwood	X	*	X	X	X	*	X																	
Renée Chapelle	O	*	O	X	X	*	O																	
Jim Lowry	X	*	X	X	X	*	O																	
Genevieve Schmidt	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.