

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES

Approved March 14, 2012 by unanimous vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

February 22, 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, Mike Mullen, and Larry Oetker.

II. ORAL COMMUNICATIONS. NONE.

III. CONSENT CALENDAR.

A. February 8, 2012 minutes and project actions were approved by a 4-0-1 vote (Schmidt motion, Heartwood seconded, Chappelle abstained).

B. **Consent Project. Carlin-Stillman Facade Remodel, 853 H Street (Rear), File Number 112-017-DR.** Project proposes remodel of the west (rear) building façade of an Arcata Plaza commercial property that is occupied by Rookery Books and North Soles Footwear. Project proposes to: replace existing T-1-11 siding with horizontal Hardi-plank siding; replace aluminum windows with new fiberglass windows; relocate downspouts, vents and the utility box; replace skirting, window, door and corner trim; and repaint the remodeled facade. The property, which is located within the local Arcata Plaza Historic District, is identified in Susie Van Kirk's reference "The Plaza" as the former Humboldt Manufacturing Company/Bistrins property. Project meets applicable City standards.

THE COMMISSION REMOVED THE PROJECT FROM THE CONSENT AGENDA FOR DISCUSSION BY A 3-0 VOTE (LOWRY AND SCHMIDT RECUSED).

ON A MOTION MADE BY COMMISSIONER CHAPPELLE, SECONDED BY HEARTWOOD AND A 3-0 VOICE VOTE (LOWRY AND SCHMIDT RECUSED), THE COMMISSION APPROVED THE PROJECT WITH CONDITIONS AND FINDINGS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-017-DR.

IV. PUBLIC HEARINGS.

A. **Continued Projects.** NONE.

B. **New Projects.**

1. **Arcata Volunteer Fire Department Facility, Sunset Avenue, File Number 090-036-DR.** Review and provide Design Review comments and recommendations on a proposed new Arcata Fire Station on Sunset Avenue. The proposed project consists of a two-story fire station building of about 16,300 square feet in floor area, a 6,600 sf volunteer meeting/training facility, paved patio and parking areas, and an approximately 38 foot tall hose tower. The proposed meeting facility would be used for training, volunteer meetings, and associated fire department activities including regular and special training classes, special meetings/fundraising events, and as an Emergency Operations Center.

ON A MOTION MADE BY COMMISSIONER SCHMIDT, SECONDED BY HEARTWOOD AND A 5-0 VOICE VOTE, THE COMMISSION MADE "TYPE B" DESIGN REVIEW RECOMMENDATIONS OF PROJECT APPROVAL TO THE PLANNING COMMISSION WITH RECOMMENDED CONDITIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 090-036-DR.

V. BUSINESS ITEMS.

- A. Per the Commission's request, the format of the 2011 Annual Report was modified. The Commission and staff briefly discussed the Report section relating to HDRC recommendations. Staff stated that Commissioners would be sent an electronic copy of the Report.
- B. Staff noted the upcoming 02-29-12 meeting date between the City Council meeting and Commission and Committee Chairs.

VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.

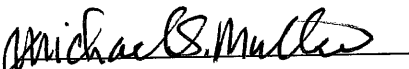
- A. Community Development Director Larry Oetker updated Commissioners on the appeal decision for the Latter Day Saints church building demolition request. The Director informed the Commission that the City Council approved the demolition request (5-0 vote).
- B. The Director informed the Commission that the Historic Survey is nearing completion, with 27 housing types identified for review by the Historic Landmarks Committee at its March 1, 2012 meeting. The HLC will start review of these housing types and 500 surveys of individual houses in the Bayview Neighborhood Conservation Area. Following this review, the HLC will provide recommendations to the HDRC. The review process will also include community outreach as additional Noteworthy and Landmark structure designations could result from the survey.
- C. The Director informed the HDRC of a study session scheduled for between the City Council and California Coastal Commission staff on Arcata's Local Coastal Program will be held on March 12, 2012 in the Council Chamber, starting at 8:30 am. The study session will be noticed and is a public meeting.

VII. ADJOURNMENT - 6:10 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																				
V-CH: Janette Heartwood	X	*	X	X																				
Renée Chapelle	O	*	O	X																				
Jim Lowry	X	*	X	X																				
Genevieve Schmidt	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.