

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

*Approved September 14, 2011 by unanimous vote*

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

**August 24, 2011**  
**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. Commission Chair John Barstow noted that the HDRC was at full membership, and invited new Commissioner Jim Lowry to describe his background and experience. HDRC Commissioners briefly explained their areas of expertise and experience.  
**STAFF:** Saskia Burnett, and Mike Mullen.

**II. ORAL COMMUNICATIONS. NONE.**

**III. CONSENT CALENDAR.**

A. August 10, 2011 minutes were approved (Schmidt motion, Heartwood seconded), with a 4-0-1 voice vote (Commissioner Lowry abstaining).

B. **Consent Project. Neff Garage MUP, 3598 Spear Avenue, File Number 101-108-MUP.** Applicant seeks HDRC approval required as part of a Minor Use Permit for a two-story garage/storage building that was constructed on a residential property without a building permit. The MUP exemption was required to allow the structure to encroach 2.5 feet within the required 5-foot side setback area. The MUP was approved by the Zoning Administrator on July 19, 2011.

A MOTION WAS MADE BY COMMISSIONER SCHMIDT, SECONDED BY HEARTWOOD AND A 5-0 VOICE VOTE TO APPROVE THE PROJECT. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 101-108-DR.

**IV. PUBLIC HEARINGS.**

A. Continued Projects. **NONE.**

B. New Projects.

1. **Barnhart Duplex, 24<sup>th</sup> Street/LK Wood Boulevard (no assigned street number), APN 503-342-034, File Number 112-001-DR.**

Project proposes to develop a two-story duplex on a vacant property situated north of the HSU campus. Proposed duplex would consist of two, two-bedroom, attached residential units of about 26 feet in height. Project includes two off-street parking spaces accessed from 24<sup>th</sup> Street, and pedestrian access to 24<sup>th</sup> Street and LK Wood Boulevard. Project is not located within a Neighborhood Conservation Area and does not contain any known historic resources.

A MOTION WAS MADE BY COMMISSIONER CHAPPELLE, SECONDED BY LOWRY AND A 5-0 VOICE VOTE TO APPROVE THE PROJECT WITH CONDITIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-001-DR.

2. **Wagley Industrial Building, 700 South G Street, File Number 112-002-DR.**

Project proposes to construct a 5,000 square foot, 34-foot high building addition to an industrial property in the South G Street industrial area. Project includes off-street parking, paving, vehicle access improvements to South G Street, vegetated bioswales and signage. GIS mapping identifies an existing USFWS National Wetland and high liquefaction potential on the property, which is located in the Coastal Zone. According to the applicant, Coastal Commission Staff has indicated that the project qualifies for a Coastal Development Permit Waiver because the additional building is considered to be an expansion of the existing building and use.

A MOTION WAS MADE BY COMMISSIONER CHAPPELLE, SECONDED BY LOWRY AND A 4-0-1 VOICE VOTE (HEARTWOOD ABSTAINING) TO APPROVE THE PROJECT WITH CONDITIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 112-002-DR.

V. **BUSINESS ITEMS. NONE.**

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

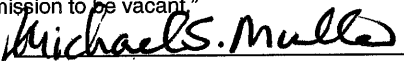
- A. Commissioner Heartwood noted that the last mural panel and the 7<sup>th</sup> Street frontage landscaping for the Outdoor Store property have been completed.
- B. Staff briefly demonstrated to Commissioners the "street view" function on the City of Arcata's GIS online mapping.

VII. **ADJOURNMENT – 5:45 P.M.**

VIII. **ATTENDANCE.**

	01-12-2011	01-26-2011	02-09-2011	02-23-2011	03-09-2011	03-23-2011	04-13-2011	04-27-2011	05-11-2011	05-25-2011	06-08-2011	06-22-2011	07-13-2011	07-27-2011	08-10-2011	08-24-2011	09-14-2011	09-28-2011	10-12-2011	10-26-2011	11-16-2011	11-30-2011	12-14-2011	12-28-2011
<b>CH: John Barstow</b>	X	X	*	O	X	X	X	X	X	X	O	X	X	X	X	X								
<b>V-CH: Janette Heartwood</b>	X	X	*	X	X	X	X	X	X	X	X	X	X	X	X	X								
<b>Renée Chapelle</b>	X	X	*	X	X	X	X	X	X	X	X	X	X	X	X	X								
<b>Genevieve Schmidt</b>	X	X	*	X	X	O	X	X	X	X	X	X	X	X	X	X								
<b>Jim Lowry (N)</b>															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). (N) = New member. 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.