

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES

Approved November 28, 2012 by unanimous vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

November 14, 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, and Director Larry Oetker.

II. ORAL COMMUNICATIONS. NONE.

III. CONSENT CALENDAR.

A. Minutes. October 10, 2012 HDRC Minutes were approved with a 5-0 vote (Commissioner Lowry motion, Heartwood seconded). The October 24, 2012 HDRC meeting was cancelled.

B. Consent Project: Days Inn Master Sign Plan, 4701 Valley West Boulevard, File Number 123-013. Project proposes a Master Sign Plan for the Days Inn hotel located in the Valley West commercial district. Project proposes an increase in sign area and change in sign configuration for existing illuminated monument and wall signs, and relocation of the wall sign. The project with conditions meets applicable city standards.

THE COMMISSION REMOVED THE PROJECT FROM THE CONSENT PROJECT FOR DISCUSSION WITH A 5-0 VOTE (COMMISSIONER SCHMIDT MOTION, SECONDED BY LOWRY). ON A MOTION MADE BY COMMISSIONER SCHMIDT, SECONDED BY HEARTWOOD, AND A 5-0 VOICE VOTE, THE COMMISSION APPROVED THE PROJECT WITH CONDITIONS AND FINDINGS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 123-013-DRS.

IV. PUBLIC HEARINGS.

A. Continued Projects.

1. Morehouse Project Phase 2, 1158, 1168, 1178 & 1188 10th Street, File Number 123-011-DR. Project proposes phase 2 site improvements to the multi-family residential property for Commission review and approval. The HDRC approved phase 1 of the project for duplex relocation and building modifications on September 26, and October 10, 2012. The property is subject to :NH combining zone earthquake hazard area standards, and its west frontage abuts the "L" Street Rails to Trails project area.

ON A MOTION MADE BY COMMISSIONER SCHMIDT, SECONDED BY LOWRY, AND A 5-0 VOICE VOTE, THE COMMISSION APPROVED PHASE 2 REVIEW OF THE PROJECT WITH CONDITIONS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 123-011-DR.

B. New Projects.

1. Mad River Hospital Medical Building, 3800 Janes Road, File Number 123-019-DR.

Project proposes a 1,166 square foot building addition, and façade and roof remodel to an existing medical office complex in the Mad River Hospital Area. The medical offices and hospital parcels are subject to a Planned Development Combining Zone that was approved in 1982. The property is zoned Public Facility.

ON A MOTION MADE BY COMMISSIONER LOWRY, 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.: 123-019-DR.

2. **McCullough Industrial Building, 57 Alder Grove Road, File Number 123-020-DR.** Project proposes construction of a new metal building and site improvements for a construction contracting business at an industrial property located in the Alder Grove Industrial area. Proposed development would include a 5,000 square foot building to be used as an office and shop, a 1,000 sf covered bay, site improvements, and signage.

ON A MOTION MADE BY COMMISSIONER CHAPPELLE, SECONDED BY LOWRY, 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.: 123-020-DR.

V. BUSINESS ITEMS.

- A. The HDRC reviewed the following HDRC project actions:
 1. Arcata Community Center Awnings, 321 Community Park Way, File No. 123-016-DR;
 2. Morehouse Exterior Alterations, 1158, 1168, 1178 & 1188 10th St, File No.123-011-DR;
 3. Klein/Blair Residential Remodel, 265 H Street, File No. 123-015-DRA.
- B. Commissioners stated that they would be available to hear projects at the regularly scheduled November 28, 2012 HDRC meeting. The HDRC cancelled the December 26, 2012, HDRC meeting date with a 5-0 vote (Chappelle motion, Schmidt seconded).
- C. Director Larry Oetker informed the HDRC, as the review authority for demolitions in Arcata, of a code enforcement action that was filed against Humboldt Flakeboard for demolition of buildings at the Humboldt Flakeboard property without design review or building permit approval. Demolition occurred during the weekend of October 12-14, 2012. The Building Official issued a stop-work order on October 15, 2012.
- D. The HDRC was informed that John Barstow has been reappointed for another 4 year term to the Historic and Design Review Commission.

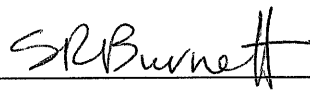
VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.

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	05-23-2012	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	X	X	O	X	O	*	X	X	*	X			*
V-CH: Janette Heartwood	X	*	X	X	X	*	X	X	X	X	X	X	X	X	X	X	*	X	X	*	X			*
Renée Chappelle	O	*	O	X	X	*	O	O	O	X	X	X	X	X	X	X	*	X	X	*	X			*
Jim Lowry	X	*	X	X	X	*	O	X	X	X	X	X	X	X	X	X	*	O	X	*	X			*
Genevieve Schmidt	X	*	X	X	X	*	X	X	X	X	X	X	X	X	X	X	*	O	X	*	X			*

Note: CH = Chair John Barstow; V-CH = Vice Chair Janette Heartwood. HDRC Staff: 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.