

CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION MEETING AGENDA

Approved August 8, 2012 by 4-1-0 vote

COUNCIL CHAMBER
736 F Street, Arcata, CA 95521

July 25, 2012
Wednesday, 4:00-5:30 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: Renée Chappelle, Janette Heartwood, Jim Lowry, and Genevieve Schmidt (Commissioner Barstow was absent).
STAFF: Saskia Burnett, and Director Larry Oetker.

II. ORAL COMMUNICATIONS. NONE.

III. CONSENT CALENDAR.

A. July 11, 2012 Minutes were approved by the Commission with a 4-0-1 vote (Schmidt Motion, Lowry seconded, Barstow absent).

IV. PUBLIC HEARINGS.

A. Continued Projects. NONE.

B. New Projects.

1. **Papa Murphy's Pizza Sign, 686 F Street, File Number 123-001-DRS.** Project proposes a new illuminated wall sign for Papa Murphy's Pizza for its new tenant space in the Uniontown shopping center. Proposed sign would be about 2.4 by 13 feet with a total of about 31.5 square feet, and be located on the commercial building's south façade. Proposed sign would contain pan channel letters and be halo illuminated (backlit) at night. A Planned Sign Program exists for this multi-tenanted building. Property is located in the Coastal Zone.

ON A MOTION MADE BY COMMISSIONER SCHMIDT, SECONDED BY LOWRY, AND A 4-0-1 VOICE VOTE (BARSTOW ABSENT), THE COMMISSION APPROVED THE PROJECT WITH CONDITIONS AND FINDINGS. SEE ACTION FOR THIS ITEM LOCATED IN THE ARCATA COMMUNITY DEVELOPMENT DEPARTMENT, File No.: 123-001-DRS.

V. BUSINESS ITEMS.

- A. The HDRC reviewed the 07-11-12 HDRC project action.
- B. The HDRC identified second units and enforcement of Design Review permit conditions and signs as topics to go on the agenda for the August 22, 2012 Joint Study Session with the City Council and Planning Commission.

VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.

- A. Staff informed Commissioners that the Design Awards ceremony is scheduled for September 5, 2012.
- B. Community Development Director Larry Oetker updated Commissioners on the status of Land Use Code amendments currently going through the City Council review process.
- C. The Director informed Commissioners that the City Council approved consultant contracts to proceed with the Boyd Road (industrial) and Shirley Boulevard (residential) annexations process. Neighborhood meetings providing public outreach and information about the annexations will be scheduled for August 9, 2012: (1) 9:00 am meeting for the Boyd Road annexation; and 5:00 pm meeting for the Shirley Boulevard annexation.
- D. The Director updated Commissioners on pending and upcoming projects:

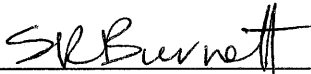
- i. Status of the Cypress Grove Chevre project; currently in Building Permit review stage.
 - ii. Sea level rise study on Humboldt Bay will involve multi-agency/jurisdictions and Arcata City Council and Commissions will have an opportunity to review and comment.
- E. Staff noted the final Module 4 of the CPF webinar series about public participation and Section 106 of the Code of Federal Regulations (CFR), the regulatory process that implements the 1966 National Historic Preservation Act.
- F. Staff advised the HDRC of the next CPF webinar series of 3 Modules on the California Historical Building Code, to be held from 12:00-1:30 p.m. in the City of Arcata Council Chamber on the following dates:
- i. Module 1: Tuesday, August 14, 2012. *Fire & Life Safety Requirements.*
 - ii. Module 2: Tuesday, August 28, 2012. *Accessibility & Historic Buildings.*
 - iii. Module 3: Tuesday, September 11, 2012. *Accessibility & Historic Landscapes.*

VII. ADJOURNMENT. 5:15 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	X	O										
V-CH: Janette Heartwood	X	*	X	X	X	*	X	X	X	X	X	X	X	X	X										
Renée Chapelle	O	*	O	X	X	*	O	O	O	X	X	X	X	X											
Jim Lowry	X	*	X	X	X	*	O	X	X	X	X	X	X	X											
Genevieve Schmidt	X	*	X	X	X	*	X	X	X	X	X	X	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.