

Mendocino Historical Review Board

c/o Planning & Building Services
120 West Fir Street
Fort Bragg, CA 95437
964-5379



MENDOCINO HISTORICAL REVIEW BOARD

DRAFT MINUTES – REGULAR MEETING

January 4, 2016

These are action minutes. For a complete transcript of the meeting please request a copy of the digital recording. Audio recording of this meeting is available at the Planning and Building Department upon request. There is a fee of \$10.00 per recording.

Draft minutes will be approved, possibly with corrections, at the next MHRB meeting.

1. **Call to order.** The Board convened at 7:00 PM for their regularly scheduled meeting.
2. **Roll Call.** Board Members present: Cameron, Lamb, Arch. Board Members absent with notice: Potash and Sherman. Planner Cherry and Secretary Kinser were present.
3. **Approval of the October 5, 2015.** Minutes were approved unanimously, 3-0.
4. **Correspondence.** None received.
5. **Report from the Chair.** There will be an opening on the board beginning in April. Board Member Cameron's term concludes in April, 2016.
6. **Public Expression.** Mr. Sacks inquired the necessary votes to approve when a quorum is present (2-3 to pass).
7. **Determination of Noticing.** Mr. Kinser confirmed that all items were properly noticed.
8. **Public Hearing Items.**
 - 8a. **MHRB 2015-0023 Huttleston, Awning Repair.** The request is to install two 4" by 4" posts 7' out from building under roof at sidewalk to replace existing posts located at east edge of sidewalk. Located: 10450 Lansing Street; APN 119-236-05.

Planner Kinser presented the application. The applicant's contractor discussed the scope of the repairs to the awning in front of Moody's. No public expression was given.

Board discussion followed. Board Member Arch moved, and Board Member Lamb seconded the motion to approve the project. The motion passed unanimously (3-0).
 - 8b. **MHRB 2015-0025 Walden, Sign "REMAX".** The request is to replace an existing carved redwood sign with another in the same place on the same bracket and the same size (22" by 36"). The two sided sign will be constructed of carved redwood with background painted white and "ReMax" logo painted in red and blue with black text below reading "First Equity Realty".

Planner Kinser presented the application. Mr. Sacks presented the proposed sign. Board discussion followed. No public comments were offered. The Board considered the following findings: (a) The



proposed sign is constructed from redwood and painted; (b) the proposed sign is similar to previous signs at this location; (c) the proposed work does not consist of alteration to the existing Fraga House, a Category I Historic Resource.

Following deliberation, Board Member Lamb moved to approve the sign as proposed. Board Member Arch seconded Lamb's motion. The motion passed 3-to-0.

- 8c. **MHRB 2015-0026 Loretz, Sign "Mendo Pack & Ship FedEx UPS"**. The request is to install a new 3.14 square feet, double-sided redwood sign. Sign to hang from existing post adjacent to Main Street. Sign to read: "Mendo Pack & Ship FedEx UPS."

Planner Cherry presented the proposal. No one present represented the applicant. Board discussion followed. No public comments were offered. The Board considered the following findings: (a) The proposed sign is constructed from redwood and painted off-white and the lettering in black; (b) the proposed sign is similar to previous signs at this location; (c) the proposed work does not consist of alteration to the existing Len Bernard House, a Category I Historic Resource. Planner Cherry will conduct a site visit to determine whether any other business signs are located on site.

Following deliberation, Board Member Arch moved to approve the sign as proposed. Board Member Lamb seconded Arch's motion. The motion passed 3-to-0.

9. **Matters From the Board.**

- 9a. **The Mendocino Town Plan Amendment includes Formula Businesses.** What type of businesses will be prohibited? Would real estate offices be prohibited? Planner Kinser responded that formula lodging, formula restaurant, and formula retail would be prohibited. Real estate offices are not retail businesses; they would not be prohibited. Planner Cherry described the meaning of "formula."
- 9b. **Allowances for "open/closed" signs.** Planner Kinser stated that signs less than 48 square inches are allowed without MHRB approval pursuant to 20.760.040(G)(5). Political signs are regulated by Section 20.760.040(F)(3), Section 20.712.020(C), and other Mendocino County Codes.
- 9c. **Status update on MHRB recommendation to amend Mendocino Historical Review Board Design Guidelines.** Staff is preparing a staff report for Planning Commission consideration of the MHRB recommendation to modify solar panel design guidelines.
- 9d. **Status of State Park Trail Restoration.** No application has been filed. Planner Cherry mentioned that the Town Plan Amendment does state preferences regarding way-finding signs and informational signs located within the Headlands State Park.
- 9e. **Status of State Park Sheriff Substation.** No application has been filed.

10. **Matters From the Staff.**

- 10a. **Quarterly Code Enforcement Report.** A list of code enforcement activity was distributed to the Board.
- 10b. **Environmental Determination for Historic Resources.** (a) Staff reviewed Project Review sequence when a Coastal Development Permit is applied for within the Town. (b) Staff reviewed when a Class 31 categorical exemption from the California Environmental Quality Act (CEQA) is appropriate and what types of information an applicant may wish to provide to establish consistency with this exemption.

11. **The meeting adjourned at 8:10 PM.**