

# 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

September 14, 2015

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

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

1. **Call to order:** The Board convened at 6:30 PM for a site view at 44940 Ukiah Street and at 7:05 PM for their regularly scheduled meeting.
2. **Roll Call:** Board Members Lamb, Potash, Sherman, Arch, and Cameron were present. Secretary Kinser and Planner Cherry were present.
3. **Approval of Minutes:** June 2015 MHRB Meeting Minutes were unanimously approved with a correction. The address for MHRB 2015-0012, a commercial sign, was incorrect in the minutes. August 2015 MHRB Meeting Minutes were approved without correction.
4. **Correspondence:** None received.
5. **Report from the Chair:** At the Chair's discretion, Agenda Item 9(b) was moved forward. Board Member Potash spoke on behalf of the Board and granted the 2015 Historic Preservation Award to Mendosa's for the solar panel installation that cannot be seen from a public street. Mr. Tom Honer accepted the award.

The Chair announced the upcoming Mendocino Town Plan Update Meeting on September 30, 2015 at 7 pm in the Mendocino Community Center.

6. **Public Expression:** None.
7. **Determination of Noticing:** Secretary Kinser confirmed that all items were properly noticed.
8. **Public Hearing Items.**

\*8a. **MHRB 2015-0018 (Continued from 8/3/2015) Miksak Replacement Windows and Skylights.** Replace four wooden windows painted to match the existing house color. Install fixed skylights and two sun tunnels on the existing roof. Install a round or oval window on the second floor, north facing facade. Located at 44940 Ukiah Street, Mendocino; APN 119-150-18.



Planner Cherry presented the application. Mr. Miksak presented his proposal and stated that the second-floor, north facade window would be round (not oval). Public comment included supportive statement from Mr. Lee Edmundson.

Board discussion followed. The staff report incorrectly identified the category of the historic structure as “none” rather than “Category I.” Discussion followed about the content of notices and informing the public.

Board Member Potash moved that the item be continued to October 5, 2015. The motion was seconded by Arch and passed with a 4-to-1 (Sherman) vote.

- 8b. MHRB 2015-0020 Commercial Sign.** A double sided, 20 inch by 30 inch redwood framed, painted wood sign. The sign will hang from a painted redwood post frame. The sign colors will be off white, sky blue and ruddy brown. Sign copy to read Lux body boutique. Located at 45062 Ukiah Street, Mendocino; APN 119-233-09.

Secretary Kinser presented the application. Jessica Jabula and the sign manufacturer presented their proposal. They mentioned that the sign colors would be an exact match to the existing “Beacon” sign that hangs perpendicular to the building and under the gable eaves. The proposed sign would be located adjacent to the pedestrian pathway in a landscaped area.

Board discussion followed. Board Member Arch inquired whether the sign was a replacement or a new sign. It is replacing a previous sign that was attached to the fence, that has been removed. Chair Cameron asked whether the sign would be vinyl clad or painted and if it would be illuminated. The sign will be painted and not illuminated. Public comment was given in support of the proportionality of the sign by Mr. Lee Edmundson.

Board Member Lamb moved to approve the sign and Sherman seconded the motion. The motion passed unanimously.

## 9. Matters From the Board.

- 9a. Discussion of New Guidelines for Solar Installations.** Board Member Sherman led the discussion by providing his report on the Solar Rights Act and how other California jurisdictions have responded, especially regarding regulations within other historic districts. Following this report, each Board Member offered comments. Public comments were also received from Mr. Lee Edmundson and Ms. Sue Smith. The Board voted unanimously to add to the October Meeting Public Hearing Item “MHRB Recommendation to the Planning Commission to amend the Mendocino Historical Review Board Design Guidelines with the addition of Chapter 14 “Solar Technology,” from the Secretary of the Interior’s *Standards for Rehabilitation and Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings.*”

The motion to place this on the October MHRB Agenda was made by Board Member Arch and Seconded by Sherman. The motion passed unanimously.

- 9b. Presentation of the Historic Preservation Award:** This item was moved to “5. Report from the Chair.”
- 9c. Listing the Historic Category in the Staff Report:** Board Members discussed the content of the staff report and public notice. The Board Members expressed that the category of historic



structures is important information for public awareness. The Board requested that the assigned category of a proposed project site be included in the project description, staff report, and public notice (which includes the project description). Staff concurred and will seek a suitable solution to the request.

**9d. Discussion of findings:** Board Members discussed the requirements for findings. Also discussed was the Board's practice when considering a proposal; the Chair's request that Board motions include a statement of finding; and PBS direction in preparing staff reports for any public hearing body. Board Members suggested that the report section title "Required Findings" could be changed to "Recommended Findings" or "Staff Suggested Findings." Staff said that suitable solutions or alternatives would be discussed with PBS and reported back to MHRB.

**10. Matters From the Staff.**

**10a. Quarterly Code Enforcement Report:** The quarterly report was not available.