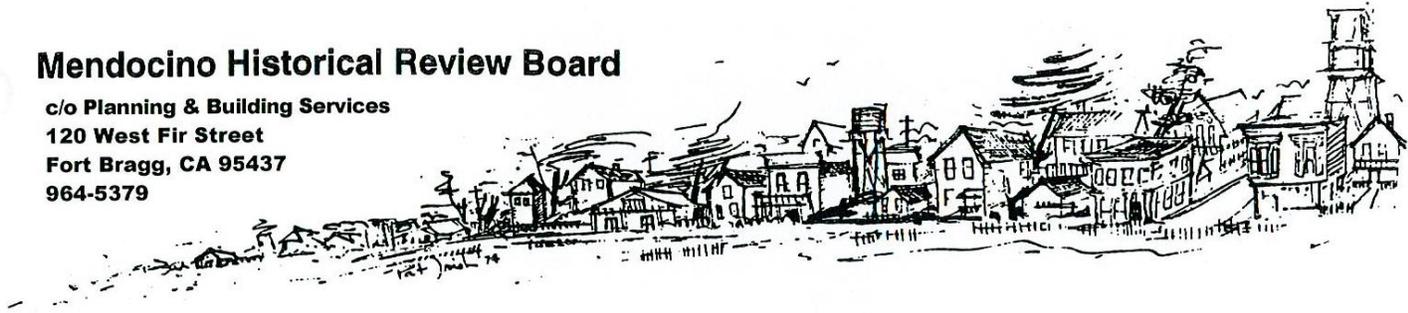


Mendocino Historical Review Board

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



MENDOCINO HISTORICAL REVIEW BOARD

DRAFT MEETING MINUTES – REGULAR MEETING

November 7, 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.

1. **Call to Order.** The Review Board convened at 7:00 PM for its regularly scheduled meeting.
2. **Roll Call.** Review Board Members present: Arch, Potash, Lamb. Absent: Sherman.
3. **Determination of Legal Notice.** The meeting was properly noticed.
4. **Minutes approval:** September 12, 2016 and October 3, 2016 Minutes were approved with corrections to the October meeting minutes and a vote 3-0.
5. **Correspondence.** None
6. **Report from the Chair.** None.
7. **Public Expression.** None.
8. **Consent Calendar.** None.
9. **Public Hearing Items.** None.
11. **Matters From the Staff.**
 - 11a. **Preserving Mendocino Dark Skies, Harold Hauck.** Explore the importance of maintaining the beauty and wonder of the dark sky environment currently enjoyed in Mendocino. Mr. Hauck will briefly describe the International Dark Sky Association's position on light pollution, introduce Mendocino County's General Plan's Dark Sky Policies, discuss some of the new technology impacts on dark skies, and conclude with some suggestions and comments for MHRB consideration of dark sky preservation.
 - 11b. **U_2016-0006 Cimmiyotti, Single-Unit Rental.** A request for Review Board comments on a filed Coastal Development Use Permit application proposing to convert a second floor 956 square foot retail space into use as a single unit rental.

Review Board Members responded with no comment to PBS request. Review Board Member did inquire whether the proposed project would satisfy off-street parking standards. Mr. H Hauck asked whether the cap on SUR would be exceeded and staff explained that it would not be.



11d. U_2016-0009 BEAR FLAG MANAGEMENT LLC. A request for Review Board comments on a filed Coastal Development Minor Use Permit application proposing to convert the use of the second floor of an existing building from a commercial personal services use to a Single Unit Rental.

Review Board Members responded with no comment to PBS request. Review Board Member did inquire whether the proposed project would satisfy off-street parking standards.

11c. U_2016-0007 State of California Parks. Sheriff's Substation. A request for Review Board comments on a filed Coastal Development Use Permit application proposing to establish a Sheriff Substation in an existing Carriage House associated with the Ford House, a local historic resource, and a request to construct a concrete slab foundation to support the Carriage House building, reconstruct the Carriage House exterior, and grade a gravel pathway to the building.

Review Board Members responded with no comment to PBS request. Review Board Members asked about on-site and Main Street parking areas. Staff recommends that the project be conditioned to obtain an MHRB Permit.

11e. Chief Planner Andy Gustavson has accepted work with the City of Santa Rosa.

11f. Preliminary drawings for stairs and railings at the corner of Main and Kasten Streets. Review Board recommends wooden hand rails. Comments from the Review Board and the public included that the preliminary design and suggested material were inappropriate for the Historic District. Wood balusters are recommended. Comments included that all of the property owners in Town are required to maintain their historic wooden structures.

10. Matters From the Board.

10a. Historic Preservation Month (April) and Community Engagement Event. Review Board Members discussed methods to foster community engagement and noted that the Dark Skies Presentation drew attendance from people who have not typically attended MHRB Meetings. Discussion included whether educational events (Kelly House, Ford House, or other local persons) or social events would improve meeting participation. Review Board Member commitments were also discussed and the variability of the number of items at any one meeting.

Review Board Members agreed to gather nominations for 2017 Historic Preservation Awards in March 2017; voting and awards for historic preservation would be during the April 2017 MHRB Meeting.

10b. Review Board Membership. Discussion about recruitment and eligibility to sit on the board.

12. Adjourn. The meeting concluded at 8:45 pm.