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**MENDOCINO HISTORICAL REVIEW BOARD  
STAFF REPORT**

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**MHRB\_2018-0002  
MARCH 5, 2018**

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**OWNER:** STATE OF CALIFORNIA PARK  
915 CAPITAL MALL 590  
SACRAMENTO CA 95814

**APPLICANT:** MENDOCINO CITY COMMUNITY SERVICES  
DISTRICT  
PO BOX 1029  
MENDOCINO, CA 95460

**AGENT:** KELLEY GRIMES  
PO BOX 598  
LITTLE RIVER, CA 95456

**PROJECT DESCRIPTION:** A Mendocino Historical Review Board permit request to (1) construct and bury a 50,000 gallon tank; (2) construct a 1,000 sq. ft. building; (3) install signs and striping for parking; and (4) remove aluminum window and air vents on the southeast corner of the press building.

**STREET ADDRESS:** 10500 Kelly St., Mendocino (APN: 119-211-06)

**PARCEL SIZE:** 4.4 Acre

**ENVIRONMENTAL DETERMINATION:** Categorically Exempt. A Class 1 Categorical Exemption from California Environmental Quality Act, pursuant to Section 15301(f), for existing facilities, including additions to safety or health protection devices for use in conjunction with existing structures, facilities or mechanical equipment.

**HISTORIC STRUCTURES:**

On Site:	None
North:	Vacant land
South:	State Park - Mendocino Historic Headlands
East:	Belle-Silviera House Category IIA
West:	State Park - Mendocino Historic Headlands

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**PAST MHRB PERMITS:** CDU 1991-35 and CDU 1991-35 (2003) for construction of an 1,100 sq. ft. building to house a belt filter press, relocate a 300 sq. ft. garage, construct 1,500 sq. ft. addition; and install pavement. Use of an on-site generator is included. MHRB 1996-09, MHRB 2003-32, MHRB 2004-49 for the 1,500 sq. ft. addition including louvered vents, roof penetrations, garage door, and pavement. MHRB 2015-0016 to modify MHRB Permit 2003-32 and MHRB Permit 2004-49, and to install a roof vent and replace a paneled door with a louvered panel.

**HISTORIC ORDINANCE STANDARDS:** The Mendocino Historical Preservation District Ordinance provides standards for the MHRB to consider when reviewing application. Relative to this application, the following issues are raised and should be addressed:

- |                                                   |                      |
|---------------------------------------------------|----------------------|
| ✓ Building Size, Height, Proportions and Form     | ✓ Roof Shape         |
| ✓ Relationship of Building Masses and Open Spaces | ✓ Color(s)           |
| ✓ Relationship to Surrounding Structures          | ✓ Sign Size          |
| ✓ Materials and Textures                          | ✓ Number of Signs    |
| ✓ Architectural Details and Style                 | ✓ Placement/Location |
| ✓ Facade Treatment                                | ✓ Lighting           |
| ✓ Proportions of Windows and Doors                | ✓ Paving/Grading     |
| Landscaping                                       |                      |

**APPLICABLE SECTIONS OF MHRB GUIDELINES:** pages 6, 7, and 9. Sections VI. Site Development Guidelines and VII Structural Guidelines.

**STAFF NOTES:** The project complies with the development standards of Chapter 20.668 *Mendocino Public Facilities "MPF"*. See Table 1. The proposed project consists of four components: (1) to construct and bury a 50,000 gallon tank; (2) to construct a 1,000 square foot building; (3) to install signs and striping for parking; and (4) to remove aluminum window and air vents on the southeast corner of the press building.

The applicant will apply for a material amendment to Coastal Development Use Permit CDU 1991-35 to develop the 50,000 gallon tank and 1,000 square foot building. Staff recommends that the Review Board consider a motion clarifying that the expiration date of MHRB Permit 2018-0002 coincide with the expiration date of a future amendment to CDU 1991-35 (if the amendment is approved). Staff recommends a condition of project approval that would allow the applicant to amend MHRB Permit 2018-0002 if the Coastal Permit Administrator approves changes to the project that would thereby affect the conditions approving MHRB Permit 2018-0002.

1. Construct and bury a 50,000 gallon tank. Installation of a 50,000 gallon concrete tank is proposed to be buried on site. The applicant requests the Review Board determine that burying tank would not detract from the appearance of other property within the District.

2. Construct a 1,000 square foot building. The proposed building would have a gabled roof; three painted wooden roll up doors; three doors with one window and one lamp above each; one wooden framed window; and wooden louver vents under the west and east gables. Siding would be T-11 wood siding painted to match existing buildings. Lamps would be shielded and similar to other lamps on site. A concrete curb would be installed around the perimeter of the chlorine tank and a galvanized steel grate would be situated above the tank. The tank area would be 28 feet by 17.5 feet or 490 square feet. The tank would be below grade but not covered. See proposed building elevations and site plan. Development, including the afore mentioned 50,000 gallon concrete tank and the proposed 1,000 square-foot building, requires the approval of an amendment to CDU 1991-35.

3. Install signs and striping for parking. Upon review of the site plan, staff recommends that there is sufficient undeveloped area to accommodate eleven off street parking spaces. The applicant proposes three new 9 by 20 foot off street parking spaces and one 14 by 20 foot off street parking space, which is proposed to satisfy accessible off street parking requirements. The applicant also requests to delineate the proposed parking spaces by painting and installing signs. See proposed site plan.

4. Remove aluminum window and air vents on the southeast corner of the press building. The applicant requests to modify windows and vents on the existing press building. The applicant would remove one window and two louvered vents. The applicant would install T1-11 siding painted colors to match other buildings on site. Staff notes that a security lamp is shown in the photograph provided by the applicant and suggests the Review Board consider requesting the lamp be down shielded. At this location the property boundaries are a considerable distance from the light source and staff recommends consideration of a reasonable distance for illumination; therefore, a condition is recommended limiting the area of illumination to within 15 feet of the lamp's location (rather than the property boundaries). MCC Section 20.760.040(J) states that outdoor lighting for doorways are exempt provided that the lighting is shielded, reflected downward and positioned in a manner that does not allow light glare to extend beyond the boundaries of the parcel on which it is placed. See provided photographs of existing building with before and after images.

Table 1: MPF District Regulations		
MTZC SECTION	STANDARD	PROPOSED
20.688.015(A) Conditional Uses	Minor Impact Utilities	CDU 1991-35
20.688.030 Minimum Front and Rear Yards	10 feet	50 feet
20.688.035 Minimum Side Yard	6 feet	30 feet
20.688.045 Maximum Building Height	28 feet	18.9 feet
20.688.050(B) Minimum Vehicle Parking	1 for 400 SF gross floor area	11 spaces for 4,300 SF floor area
20.688.055 Maximum Lot Coverage	25%	as approved
20.688.070(C) Maximum Gross Floor Area	8,000 max/building 128,376 SF/lot	11,465 SF/lot

**REQUIRED FINDINGS:** The Historical Review Board shall not approve or conditionally approve any application for proposed work unless it affirmatively makes the following findings:

- (a) The exterior appearance and design of the proposed work is in harmony with the exterior appearance and design of the existing structures within the District and with that of existing subject structure. The proposed 1,000 square foot building with louvered vents, doors, and lighting are similar to the exterior appearance of other buildings on site.
- (b) The appearance of the proposed work will not detract from the appearance of other property within the District. The proposed building alterations are rarely visible from other properties within the District and maintain design characteristics previously considered by MHRB and found to not detract from other properties.
- (c) Where the proposed work consists of alteration or demolition of an existing structure, that such work will not unnecessarily damage or destroy a structure of historical, architectural or cultural significance. The proposed work includes alteration of an existing structure, which has no record of historic significance.

**STANDARD CONDITIONS:**

1. This action shall become final and effective on the 11<sup>th</sup> day following the decision unless an appeal is filed pursuant to Section 20.760.072 of the Mendocino County Code. The permit shall expire and become null and void at the expiration of two years after the effective date except where construction, and or use of the property in reliance on such permit, has been completed prior to its expiration. If amendments to CDU 1991-35 are approved within two years of the effective date of MHRB Permit 2018-0002, then this permit's expiration date is extended to coincide with the expiration date of the amendment to CDU 1991-35.
2. The application along with supplemental exhibits and related material shall be considered elements of this permit, and compliance therewith is mandatory.
3. This permit shall be subject to the securing of all necessary permits for the proposed development from County, State and Federal agencies having jurisdiction. The applicant shall secure all required building permits for the proposed project as required by the Building Inspection Division.
4. This permit shall be subject to revocation or modification upon a finding of any one (1) or more of the following:
  - a. That such permit was obtained or extended by fraud.
  - b. That one or more of the conditions upon which such permit was granted have been violated.

- c. A final judgment of a court of competent jurisdiction has declared one (1) or more conditions to be void or ineffective, or has enjoined or otherwise prohibited the enforcement or operation of one (1) or more such conditions.
  5. To establish that site-work satisfies the requirements of MHRB Permit 2018-0002 and the Review Board's action, the property owner shall request a Planning and Building Services Final Inspection prior to the expiration of this permit. Prior to this MHRB Permit's expiration (if no Building Permit is obtained) and at the request of the property owner, PBS will furnish, following a site inspection of completed work, a functionally equivalent document demonstrating that the requirements of MHRB Permit 2018-0002 have been satisfied.
  6. Any Building Permit request shall include MHRB Permit 2018-0002 (attached to or printed on the plans submitted).
  7. If an amendment to CDU 1991-35 approving a 50,000 gallon tank and a 1,000 square foot building also deviates from MHRB Permit 2018-0002, then the applicant may apply to amend MHRB Permit 2018-0002 and request the Review Board find the amendment consistent with MCC Chapter 20.760 and Mendocino Town Zoning Code.
  8. Outdoor lighting for doorways shall be shielded. Illumination shall be reflected downward and positioned in a manner that does not allow light glare to extend more than a 15 foot radius.
  9. Prior to issuance of a Building Permit, the applicant shall furnish exterior lighting details to the satisfaction of the Director. Exterior lighting shall be kept to the minimum necessary for safety and security purposes and shall be downcast and shielded, and shall be positioned in a manner that will not shine light or allow light glare to extend beyond a 15 foot radius and otherwise comply with Section 20.504.035 of the Mendocino County Code.
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The Review Board's action and this permit will not be final and effective and work may not commence on the project until after a ten day appeal period has ended. You will be notified if a timely appeal is filed.

Appeal Fee: \$1,616.00 (Check payable to County of Mendocino)

Appeal Period: Appeals must be received by the Clerk of the Board of Supervisors within 10 days of Review Board action.

<p><b>COUNTY OF MENDOCINO</b>  <b>DEPT. OF PLANNING &amp; BUILDING</b>  <b>SERVICES</b></p> <p>120 WEST FIR STREET          FORT BRAGG, CA 95437          Telephone: 707-964-5379          Fax: 707-961-2427</p>	<p>Case No(s) <u>MHRB 2018-0002</u></p> <p>Date Filed <u>1/9/2018</u></p> <p>Fee \$ <u>\$2179</u></p> <p>Receipt No. <u>018930</u></p> <p>Received by <u>P. Bielew</u></p> <p style="text-align: right;"><u>Office Use Only</u></p>
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**MHRB APPLICATION FORM**

<p>Name of Applicant  <u>Mendocino City</u>  <u>Community Services</u>  <u>District</u></p>	<p>Name of Property Owner(s)  <u>State of California</u>  <u>Parks &amp; Recreation</u>  <u>Department</u></p>	<p>Name of Agent  <u>Kelly B. Grimes,</u>  <u>Architect</u></p>
<p>Mailing Address  <u>P.O. Box 1029</u>  <u>Mendocino, CA.</u>  <u>95460</u></p>	<p>Mailing Address  <u>P.O. Box 440</u>  <u>Mendocino, CA.</u>  <u>95460</u></p>	<p>Mailing Address  <u>P.O. Box 598</u>  <u>Little River, CA.</u>  <u>95456</u></p>
<p>Telephone Number  <u>937-5790</u></p>	<p>Telephone Number  <u>937-5804</u></p>	<p>Telephone Number  <u>937-2904</u></p>
<p>Assessor's Parcel Number(s)  <u>119-211-06</u></p>		
<p>Parcel Size  <u>128,376</u> <input checked="" type="checkbox"/> Square Feet  <u>4.4</u> <input checked="" type="checkbox"/> Acres</p>		<p>Street Address of Project  <u>10500 Kelly Street</u></p>

**TYPE OF DEVELOPMENT**  
 (Check appropriate boxes)

- Demolition. Please indicate the type and extent of demolition. (see next page)
- Construction of a structure.
- Addition to a structure.
- Alteration of exterior of structure.
- Construction, installation, relocation or alteration of outdoor advertising sign.
- Outdoor lighting.
- Walkways, driveways, parking areas, and grading.
- Exterior painting of a structure.
- Other.

## PROJECT DESCRIPTION QUESTIONNAIRE

The purpose of this questionnaire is to relate information to the Planning & Building Services Department and the MHRB. Please answer all questions. For those questions which do not pertain to your project, please indicate "Not Applicable" or "N/A". **NOTE: The more complete and clear the submitted information, the more quickly your application can be processed.**

### 1. Describe your project in detail.

- For demolition, identify the items to be demolished, the percentage of the structure(s) to be demolished, and explain reason for demolition.
- For new signs, provide scaled drawings, describe wording, dimensions, materials, colors, and mounting detail. Indicate specific location on site plan.
- For new copy on existing signs, provide wording, graphics, font style, colors, and photographs of existing sign(s).
- For exterior painting, describe existing and proposed colors. Provide paint chips for proposed colors.
- For exterior lighting, include description/detail of fixtures and indicate locations on the site plan.
- For new construction, additions or architectural alterations, include plans, elevations, dimensions, height(s), materials, colors, finishes, trim and window details, walkways and paving locations.

For

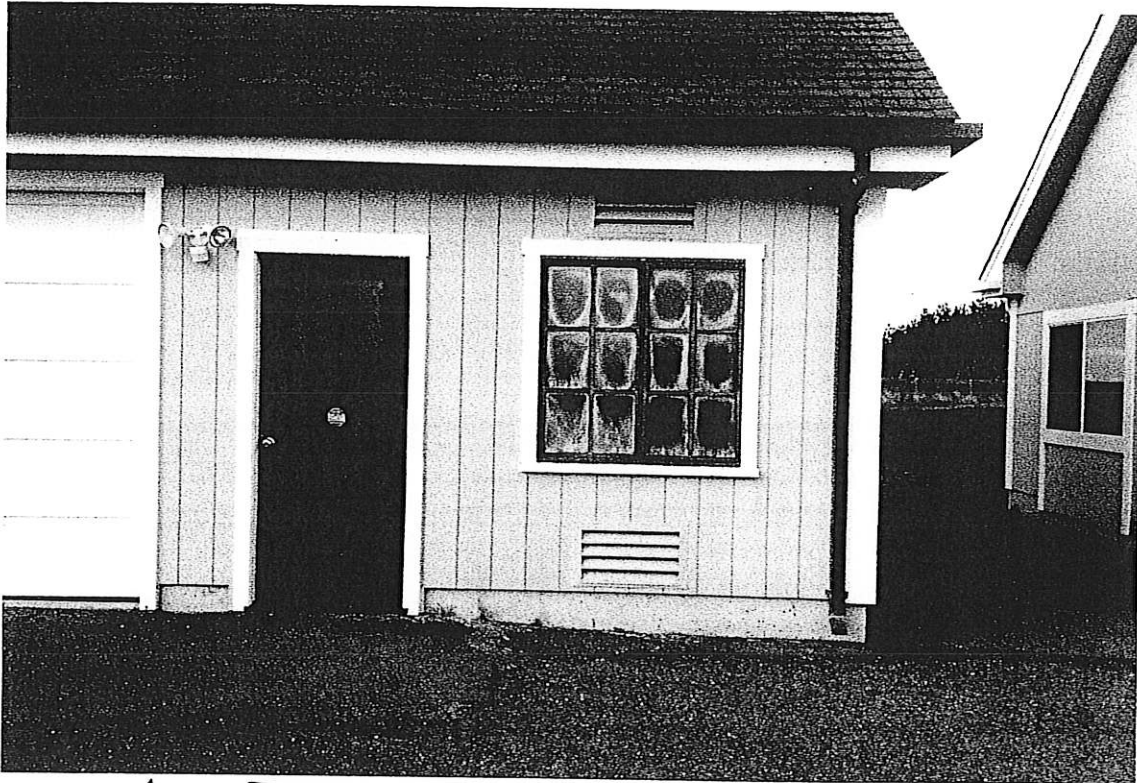
#### MCCSD MHRB Project Description

1. Construct a 50,000 gallon concrete tank and bury on site.
2. Construct a 1000 sqft garage type building. Please see drawings submitted with the application for shape, size and design.
3. All finishes and materials shall match existing buildings on site.
4. Building will consist of :
  - a. (3) 3'X6'8 personnel doors. These are half glass style doors to match existing.
  - b. (3) wooden rollup garage style doors. Measurements: 10'X10', 8'X10' & 6'X8'.
  - c. (1) 5030 wood framed glider window
  - d. (3) fully shielded downlights to match existing on site.
  - e. Concrete curb around portion of tank outside of building envelope (see plan drawing)
  - f. Galvanized steel grate over top of tank with curb
5. Install all required signage and striping for accessible parking spots shown on site plan
6. Remove existing aluminum window and air vents in southeast corner of existing press building (see photo submitted with application)

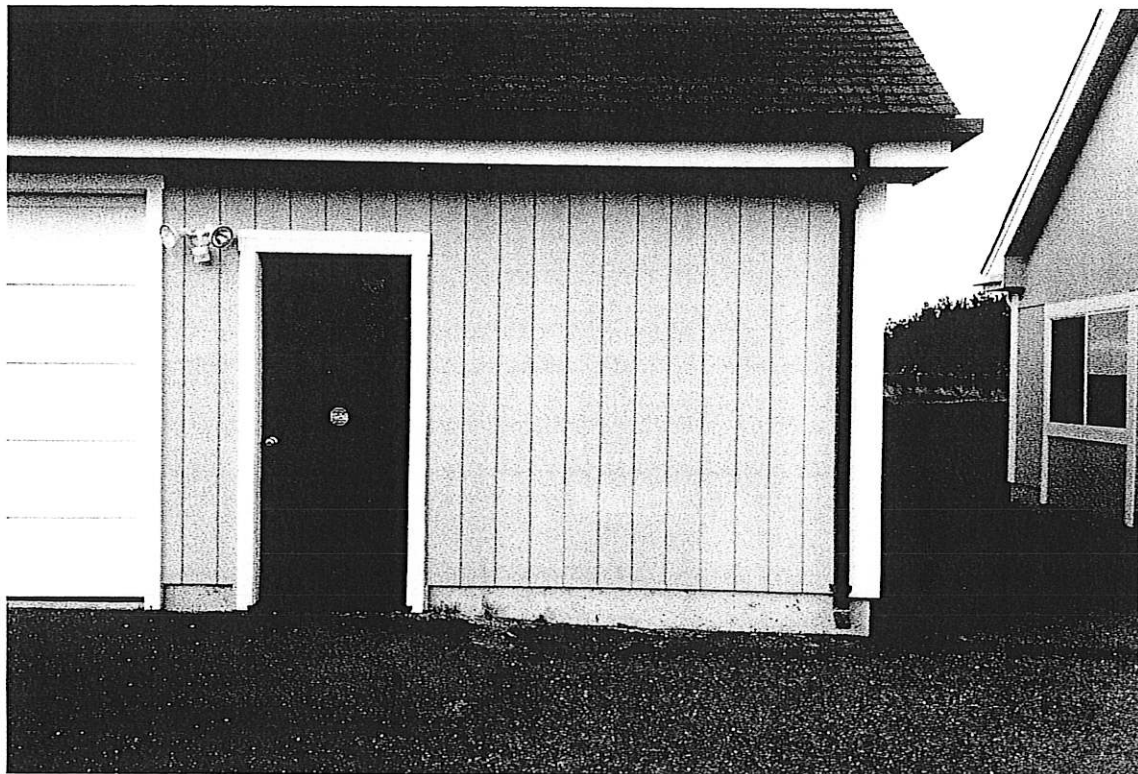
### 2. If the project includes new construction, please provide the following information:

- What is the total lot area presently covered by building(s), decks, walkways, water tanks, and other structures? 11465 sq. ft.
- What is the total floor area (internal) of all structures on the property? 4300 sq. ft.
- If located within the Mendocino Mixed Use (MMU) zoning district, What is the total floor area on the parcel that is devoted to residential use? N/A sq. ft.

*If you need more room to answer any question, please attach additional sheets*



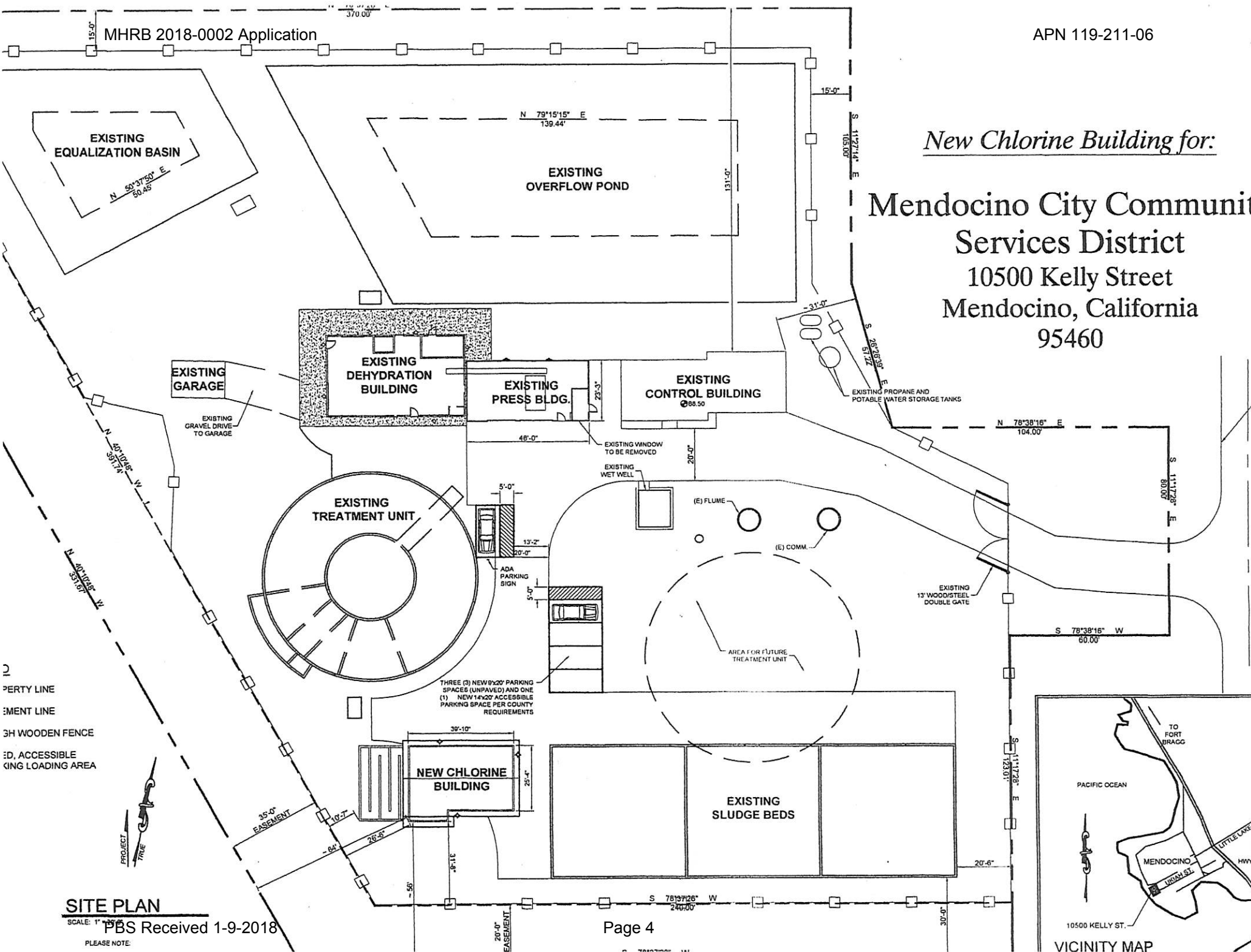
EXISTING WINDOW + VENTS  
TO BE REMOVED  
BEFORE  
AFTER



PBS Received 1-9-2018 NEW SIDING PAINT TO MATCH.  
AFTER

*New Chlorine Building for:*

**Mendocino City Community  
Services District**  
10500 Kelly Street  
Mendocino, California  
95460

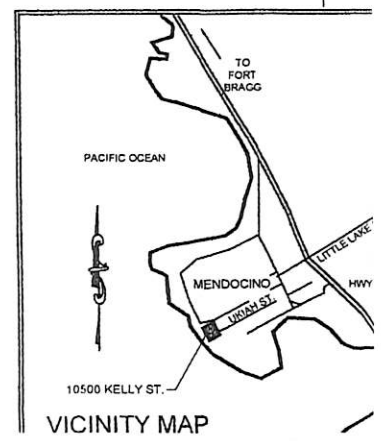


- PROPERTY LINE
- EASEMENT LINE
- 30" WOODEN FENCE
- PAVED, ACCESSIBLE PARKING LOADING AREA



**SITE PLAN**

SCALE: 1" = 20'-0"  
PBS Received 1-9-2018  
PLEASE NOTE:







# MENDOCINO TOWN ZONING

ADOPTED BY THE BOARD OF SUPERVISORS  
January 23, 1995

