



COUNTY OF MENDOCINO  
DEPARTMENT OF PLANNING AND BUILDING SERVICES

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## MEMORANDUM

**Date:** April 2, 2018  
**To:** Mendocino Historical Review Board  
**From:** Planning and Building Services

**Subject: Scheduling Discussion Items for Future MHRB Meetings**

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Staff requests direction from the Review Board about possible future discussion items including scheduling, as time permits. The selected items could be prioritized and scheduled for specific meeting dates or scheduled when the MHRB agenda is light (e.g. one or two discussion items).

*Chapter 4.13 Mendocino Town Plan* describes the Town's Design Character in Subsection 3.3.1(c) and lists in Subsection 4.3 the Mendocino Town Design Guideline Policies (Mendocino County General Plan, Coastal Element). The Mendocino Town Zoning Code implements policies, such as those included in Subsection 4.3. It has been suggested to staff that the Review Board examine MCC Section 20.760.050 *Standards* and its relationship with the 1987 Design Guidelines. Discussion of Standards could include examples of height; proportions of windows and doors; relationship of building masses and open spaces; roof shape; landscaping; scale; directional expression; and architectural details.

Staff recommends grouping discussion topics as follows:

1. MCC Sections 20.760.050(A)(1), 20.760.050(A)(3), and 20.760.050(C)(1) *et seq* - review of design guidelines and photographs to identify examples of texture, style, materials and relationship to surrounding structures.
2. MCC Sections 20.760.050(A)(1), 20.760.050(A)(3), and 20.760.050(C)(1) *et seq* - review of design guidelines and photographs to identify examples of size, proportion, height, form, siting (Mendocino Town Plan Figure 4.13-5), and relationship to surrounding structures.
3. MCC Sections 20.760.050(A)(2), 20.760.050(A)(3) and 20.760.050(C)(2) - review of design guidelines, photographs and General Plan policies to identify examples of glass, fenestration, and doors harmonizing with the architecture of the Historic District.
4. MCC Sections 20.760.050(A)(4) and 20.760.050(A)(5) - review of design guidelines, photographs, and General Plan policies to identify examples of fences, sidewalks, and driveways harmonizing with the architecture of the Historic District.
5. MCC Sections 20.760.050(A)(9) and 20.760.050(A)(11) - review of design guidelines, photographs, and General Plan policies to identify examples of color and "construction related to landscaping" harmonizing with the architecture of the Historic District.
6. MCC Sections 20.760.050(A)(6) and 20.760.050(A)(7) - review of design guidelines, photographs, and General Plan policies to identify examples of lighting, utility poles, and street lighting harmonizing with the architecture of the Historic District.

*MCC Section 20.760.050 Standards reads as follows:*

"It is the intent of this Section to provide standards which shall be used by the Review Board when considering applications subject to the provisions of this Chapter.

**(A)** Size, forms, materials, textures and colors shall be in general accord with the appearance of structures built in Mendocino prior to 1900. To this end they shall be in general accord with the designs as exemplified, but not limited to, those depicted in the photographs contained in Exhibit "B", a book of photographs which is incorporated herein by reference and is available for public inspection through the Clerk of the Mendocino Historical Review Board. This section shall not be interpreted as requiring construction to be with the forms, materials, textures, colors or design as used in Mendocino prior to 1900, but only that the construction be compatible with and not in disharmony with the architectural standards herein expressed.

- (1) All activities subject to this Chapter shall relate to the area in which it is located through texture, size, proportion, height, form, style, siting, materials and relationship to surrounding structures. Contemporary design is not expressly prohibited,
- (2) The excessive use of glass is discouraged.
- (3) The architecture, size, materials, details, proportion, height, texture, color, facade treatment and fenestration of the work proposed insofar as the same affects the appearance of the subject property and other property within the district.
- (4) Fences should be of wood, iron or plant materials. Retaining walls should be of dry stone, stone masonry or wood.
- (5) Sidewalks of brick, flagstone, or board are allowed. Driveways of grass, gravel or turfstone pavers are allowed. Major coverage of front yard setbacks is prohibited.
- (6) **Lighting.** If sign lighting is required, it shall be indirect, restricted to business hours only, and shall not create a glare or reflection onto adjacent properties or public streets. Neon lighted signs are prohibited. Indoor lighted signs visible to the public from outside the building are subject to the approval of the Mendocino Historical Review Board.
- (7) **Utility poles and street lighting.** Street lighting shall be limited to only that necessary for safety to light streets and pedestrian walkways.
- (8) **Signs.** (a) Signs should be made of wood. (b) Only one (1) sign will be allowed per business when one (1) sign will suffice. (c) Use of a "directory" type sign is recommended for buildings containing more than one (1) business and using a common entrance. (d) Size, design and location of sign shall be in harmony with the building and surrounding buildings. (e) Signs shall not block public views or lines of sight. Signs flush to building are preferable; signs perpendicular to building are permitted under special circumstances. (f) Signs advertising businesses outside of the Historic District or advertising local businesses not located on the same property are prohibited.
- (9) **Exterior painting.** In the use of paint color schemes involving more than one (1) color, the "accent" color shall be limited to those parts of the structure, defined herein: (a) Basic color: applied to exterior siding. (b) Trim color: applied to soffits, fasciae, and trim. (c) Accent color: applied to window frames, mullions, muntins and doors.
- (10) Dumpsters shall be effectively screened from public view.
- (11) **Landscaping.** Any construction related to landscaping in excess of six (6) feet in height shall be compatible with and not in disharmony with the existing structure(s) in the property or other structures in the District.

**(B)** In order to further amplify and illustrate the descriptions or definitions of Mendocino architecture prior to 1900, and to furnish more complete details, architectural elements and composition thereof, the Review Board may from time to time submit additional illustrations, photographs and definitions, which, when approved by resolution of the Board of Supervisors of Mendocino County, shall be additional standards applicable in the Historical Preservation District.

**(C)** To determine whether activities subject to this Chapter will be in conformance with the standards set forth above, the Review Board shall evaluate the following elements of each application proposal:

- (1) **Height.** The height of any new development and of any alteration or new construction to a landmark structure shall be compatible with the style and character of the structure and with surrounding structures in the same Historical Zone.

- (2) **Proportions of Windows and Doors.** The proportions and relationships between doors and windows of any new development and of any proposed alteration or new construction to a landmark structure shall be compatible with the architectural style and character of the structure and with surrounding structures in the same Historical Zone.
- (3) **Relationship of Building Masses and Open Spaces.** All new development shall provide open space areas and the relationship of the siting of any development to the open space between it and adjoining structures shall be compatible. All development shall be compatible with public views to the sea and to landmark and historically important structures.
- (4) **Roof Shape.** The design of the roof of any new development and of any proposed alteration or new construction to a landmark structure shall be compatible with the architectural style and character of the structure and surrounding structures in the same Historic Zone.
- (5) **Landscaping.** Landscaping shall be compatible with the architectural character and appearance of adjacent landmark and historically important structures and surrounding structures, landscapes and public views in the same Historic Zone. Landscaping shall be used to effectively screen on-site parking areas where appropriate.
- (6) **Scale.** The scale of any new development or alteration or new construction to an existing structure shall be compatible with the architectural style and character of existing and surrounding structures in the same Historic Zone.
- (7) **Directional Expression.** Facades shall blend with other structures with regard to directional expression and structures shall be compatible with the dominant vertical expression of surrounding structures. The directional expression of a landmark and/or historically important structure after alteration, construction or partial demolition shall be compatible with its original architectural style and character.
- (8) **Architectural Details.** Where any alteration, demolition or new construction is proposed for a landmark or historically important structure, architectural details, including materials, color, textures, fenestration and ornamentation shall be treated so as to make the structure compatible with its original architectural style and character, and to preserve and enhance the architectural style and character of the structure.”