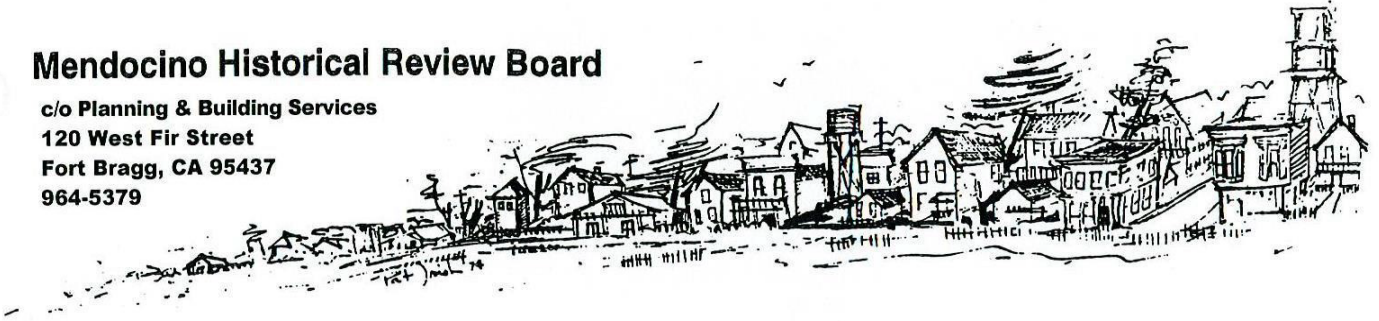


Mendocino Historical Review Board

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



Mendocino Historical Review Board Action Minutes – December 5, 2022

VIRTUAL MEETING (pursuant to state executive order N-29-20)
Before the Mendocino Historical Review Board Fair Statement of Proceedings
(Pursuant to California Government Code Section 25150)

ADOPTED ACTION MINUTES – SPECIAL MEETING DECEMBER 5, 2022

These are action minutes. For a complete transcript of the meeting, please request a copy of the digital recording. The meeting recording is available for viewing on the Mendocino County YouTube page, at <https://www.youtube.com/MendocinoCountyVideo> and a 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 may be approved, possibly with clarifications, at the (February 6, 2023) MHRB meeting.

1. Call to Order.

The Review Board convened at 1:04 p.m. for its scheduled special meeting.

2. Roll Call.

Present:

Review Board Members: Saunders, Madrigal, Kappler, Aum, and Roth.

Planning and Building Services Staff: Planner Cliser, Planner Waldman (presenting), Planner Switzer (presenting), Planner Crowley (presenting), Director Krog, and Commission Services Supervisor B Larsen.

3. Mendocino Historical Review Board Administration

3a. Discussion and Possible Action Including Adoption of Resolution of the Mendocino County Mendocino Historical Review Board Finding that State or Local Officials Continue to Recommend Measures to Promote Social Distancing in Connection with Public Meetings.

REVIEW BOARD ACTION: Review Board Member Kappler moved to adopt the resolution and the motion was seconded by Review Board Member Saunders. The motion passed 4 to 1 with Member Aum voting no.

3b. Director's update on returning to the Mendocino Community Center for public meetings. Presentation by Director Krog. Review Board directed Staff to return to in-person meetings starting February 2023. Staff informed Board Members hybridized meetings are not an option at the Mendocino Community Center. Review Board Members directed Staff to agendize, starting in February, voting on special meeting times to begin earlier than 7pm.

3c. Election of Chair and Vice Chair. Motion by Member Kappler to nominate Ian Roth as Chair and Holly Madrigal as vice-chair, seconded by Member Aum. Motion passes 5 to 0.

4. Determination of Legal Notice.

Hearing was properly noticed.

5. Approval of Minutes.

5a. None

6. Correspondence. No correspondence received for items not on the agenda.

7. Report from the Chair.

The Chair noted recent animosity between some residents of Mendocino and reminds all to respect one another, and Happy Holidays.

8. Public Expression

None

9. Consent Calendar. No consent items on the December agenda.

10. Code Enforcement Town of Mendocino Activity Report

None provided. Chair Roth requested Staff reach out to Code Enforcement for assurance Activity Reports will be delivered as promised.

11. Public Hearing Items

11a. CASE#: MHRB_2022-0002

DATE FILED: 6/23/22

OWNER/APPLICANT/AGENT: MACKENZIE SKYE & ROBERT SCHMITT

REQUEST: A Mendocino Historical Review Board Permit request to make exterior alterations at the existing property and third residential unit, including concrete landing at south deck, natural wood railings at north and south decks, relocate window on east elevation, install wood planters, relocate venting and material from mesh to copper painted "white", "white" painted wood fencing at north yard, cobblestone and sand brick patio at north and south yards at existing "tower" building; and reduction in parking spaces from eight (8) to seven and a half (7.5) spaces, Six (6) "tenant parking only" signs have been removed off of rear yard fence in parking lot area, establish a driveway at Calpella Street, Painted white corbels between upper windows trim and upper facia, and 5'x 8' trash enclosure in rear of Tower building with 5' height painted white fence install on a developed lot in the Mendocino Mixed Use District. Note: This location is listed in the Mendocino Town Plan Appendix 1 as a Category IIa Historic Structure.

ENVIRONMENTAL DETERMINATION: Categorically Exempt

LOCATION: 45020 Ukiah Street, Mendocino; APN: 119-234-11 (aka: 45045 Calpella Street).

SUPERVISORIAL DISTRICT: 5

STAFF PLANNER: JESSIE WALDMAN

REVIEW BOARD DISCUSSION: Chair Roth recused himself. Vice Chair Kappler, acting as Chair, introduced the Applicant, requesting Staff presentation be skipped.

PRESENTATION: Robert Schmidt presented and pointed out several items for clarity: The concrete landing and risers; natural woodgrain railings; lot coverage including rebuilding of the "Red House"; Low-E windows.

REVIEW BOARD DISCUSSION (con't): Vice Chair Kappler stated memo was not available online. Board Member Aum suggested discussion of only items of concern presented at site visit. Board Member Kappler requested the Board hear public comments before continuing with discussion. Board Member Madrigal suggested Planner Waldman share screen with memo and read it after public comment.

PUBLIC COMMENT: Tom expressed concern about lot coverage and the importance of maintaining it.

Kelly G. supports lot coverage and not exceeding it. Mr. Schmidt (Applicant) stated lot coverage does not exceed 25%. John Simonich expressed concern about tinted windows on project. Mr. Schmidt (Applicant) noted that windows are energy efficient and not tinted.

REVIEW BOARD DISCUSSION (con't): Board Member Madrigal made a motion for approval of items 1 through 12 in Staff Memo. Planner Waldman clarified 3 items not included in MHRB application that will require future Review Board approval. Board Member Madrigal amended her motion for approval to include items 1 – 12 in the Staff Memo as well as 4 metal signs, additional pervious landscaped areas, and additional compacted gravel areas (items 1 – 3 in ITEMS NOT INCLUDED IN REQUEST section of Staff Memo). Motion seconded by Review Board Member Aum.

Vice Chair Kappler requested further discussion on items included in motion for approval and requested Planner Waldman explain discrepancy in lot coverage in Staff Report and that reported by Applicant. Planner Waldman explained the 30 x 40-foot structure, front porch, rear porch, stairs at rear porch, and concrete at rear porch caused lot coverage to total 33.3% lot coverage. Vice Chair Kappler asked the Applicant to clarify. Mr. Schmidt explained Staff Report was not accurate and clarified square footage of structures.

Vice Chair Kappler requested information on windows which appear tinted. Board Member Saunders, Aum, and Madrigal expressed approval of energy efficient window.

Planner Cliser requested 5-minute break.

Review Board reconvened at 2:35.

Vice Chair requested discussion about concrete landing and natural wood planter boxes. Board Member Saunders requested discussion on signs. Madrigal revised motion to include items 1 – 12 and items 2 and 3 in ITEMS NOT INCLUDED IN REQUEST for approval as written. Board Members Aum, Saunders, and Kappler asked for clarification on conditions of approval and Planner Cliser recommended this item be continued to the end to the meeting, at which point Planner Waldman would come back with new Conditions of Approval based on discussion.

11b. CASE#: MHRB_2022-0007

DATE FILED: 7/30/2021

OWNER/APPLICANT: DAN ROBINSON

REQUEST: Mendocino Historical Review Board Permit for after-the-fact driveway improvements with pervious gravel and repairs to an existing fence with a gate. In addition, install a 2500-Gallon water storage tank wrapped in wooden planks. Landscaping is proposed in several areas on the property as well as an occupancy change from commercial use to a residential use. Note: The site is listed as a Category IVa Non-historic resource in Appendix 1 of the Mendocino Town Plan, Welty Building.

ENVIRONMENTAL DETERMINATION: Categorically Exempt

LOCATION: 45080 Little Lake St; APN: 119-160-34.

SUPERVISORIAL DISTRICT: 5 (Williams)

STAFF PLANNER: STEVEN SWITZER

PRESENTERS: Planner Switzer presented the project and read public comments into record, including a phone call from a neighbor expressing concern about the material used for driveway improvements.

PUBLIC COMMENT: J. Ham called in support of the project and property owners.

REVIEW BOARD DISCUSSION: Review Board Member Saunders in support. Review Board Member Holm questioned why review board approval is required for driveway. Planner Switzer explained a previously approved MRHB permit for the driveway approved the driveway in a different location. As such, review board approval is required for the new location of the driveway.

REVIEW BOARD ACTION: A motion by Review Board Member Aum, and seconded by Review

Board Member Madrigal, to approve the project passed with a 5 – 0 voice vote.

11c. CASE#: MHRB_2022-0008

DATE FILED: 9/9/2022

OWNER/APPLICANT: MAIN STREET MENDO LLC

AGENT: KELLY GRIMES

REQUEST: Request for a Mendocino Historical Review Board Permit to replace a water tower staircase with a new enclosed staircase structure, reroute an existing wooden pathway, and construct a wooden ramp for access to an existing raised deck. Note: The site is listed as a category IVb non-historic resource in Appendix 1 of the Mendocino Town Plan ("deli and restaurant").

ENVIRONMENTAL DETERMINATION: Categorically Exempt

LOCATION: 45040 Main Street, Mendocino; APN: 119-238-10.

SUPERVISORIAL DISTRICT: 5 (Williams)

STAFF PLANNER: LIAM CROWLEY

PRESENTERS: Planner Crowley presented the project and explained existing water tank will be added to the project. It will remain in current location and clad. Kelly Grimes (Agent) presented and noted condition #5 and #9 are not applicable and addressed roof plan.

PUBLIC COMMENT: John Simonich called in opposition of project. Jennifer Raymond (co-owner of property) called in noting loss of tower is significant, but repairs to tower are prohibitive due to cost as tower is unsafe. Judy Steele (property manager) called in noting that prior to 1975 the project site did not include the tower.

REVIEW BOARD DISCUSSION: Chair Roth requested information on history of the water tower. Planner Crowley noted water tower was moved from Mendoza Market to current site in 1975. Vice Chair Holm voiced opposition to the project, noting water towers are an iconic feature of Mendocino. Review Board Member Aum noted existing tower is apt to rot and suggested Applicant redesign to make the project look like an enclosed water tower. Review Board Member Madrigal expressed concern over losing the tower but notes it is rotting. Review Board Member Saunders agreed with Madrigal and Aum and opposes project as presented. Review Board Member Kappler suggested that Applicant repair the water tower and opposes project as presented, suggesting Applicant come back to Review Board with new design. Chair Roth agreed tower is an iconic feature of Mendocino and does not want to lose it but noted ADA accessibility is important. He is, however, not in support of project as proposed and recommended Applicant come back to the Review Board with a different design.

REVIEW BOARD ACTION: A motion by Vice-Chair Kappler, and seconded by Saunders, to continue project to February 2023 meeting passed 3 – 2 with a voice vote.

11a. (continued from earlier) **CASE#:** MHRB_2022-0002

PRESENTERS: Planner Waldman returned with revisions, recommending Conditions of Approval from Staff Report numbers 1 – 6 be retained and Conditions of Approval 7 – 18 be removed.

REVIEW BOARD ACTION: A motion by Review Board Madrigal to approve the project with Conditions 1 – 6 in Staff Report and remove Conditions 7 - 18, and seconded by Aum, passed with a 4 – 0 vote. Chair Roth abstained.

11d. CASE#: MHRB_2022-0009

DATE FILED: 9/28/2022

OWNER: RICHMOND & CAROL AGUILAR

APPLICANT: CAROL AGUILAR

AGENT: STEVEN MCGUCKIN

REQUEST: A Mendocino Historical Review Board Permit request to repair and replace existing concrete and wooden sidewalk. New curb and gutter to be installed adjacent to existing sidewalk along Main Street, from Woodward Street to Heeser Street. Install ramps for ADA accessibility. Pave

existing driveway to gate; approximately 15 feet in length.

ENVIRONMENTAL DETERMINATION: Negative Declaration

LOCATION: 45300 Main Street, Mendocino; APN: 119-234-11.

SUPERVISORIAL DISTRICT: 5 (Williams)

STAFF PLANNER: JESSIE WALDMAN

PRESENTERS: Planner Waldman presented the project with revised plans. Steven McGuckin (agent) presented.

PUBLIC COMMENT: None.

REVIEW BOARD DISCUSSION: Board Member Aum left the meeting at 4:56pm. Vice Chair Kappler and Review Board Member Saunders are in support of the project. Board Member Madrigal and Chair Roth noted the use of concrete is not desirable and permeable material is preferable, but acknowledged the choice is Department of Transportation's.

REVIEW BOARD ACTION: A motion by Review Board Madrigal, and seconded by Vice Chair Kappler, to approve the project passed with a 4-0 voice vote with Board Member Aum absent.

Review Board Member Madrigal left the meeting at 5:00pm.

12. Matters from the Board: None

12. Matters from the Staff.

Planner Cliser noted that elections made today will be reiterated again in April 2023 and the next elections will take place April 2024. Outstanding minutes will be listed at next meeting. Moving forward, site visits will take 1st group of Board Members to all sites before meeting with 2nd group of Board Members. Site visits will take place the day of hearing as we move back to in-person meetings.

12. Adjournment 5:01 PM