

# Mendocino Historical Review Board

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



Mendocino Historical Review Board  
Draft Action Minutes – April 3, 2023

DRAFT MINUTES - REGULAR MEETING

APRIL 3, 2023

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 May 1, 2023 MHRB meeting.

## 1. Call to Order.

The Review Board convened at 4:00 p.m. for its scheduled site views. At 5:00 p.m., the site views concluded. Sites were visited in the following order: Agenda Items \*10c, \*10a, \*10b and reviewing proposed locations on Kelly, Ukiah, Kasten, Little Lake, Lansing, School Streets relating \*12a. All Review Board members were present.

The Review Board reconvened at 7:03 p.m. for its scheduled regular meeting.

## 2. Roll Call.

### Present:

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

Planning and Building Services Staff: Planner Cherry, Planner Cliser, Planner Fitzsimmons, Planner Switzer and Planner Waldman.

## 3. Determination of Legal Notice. The meeting was properly noticed.

## 4. Approval of Minutes. None

## 5. Correspondence. None

## 6. Report from the Chair. None

## 7. Public Expression. None

## 8. Consent Calendar. None

## 9. Presentation of 2021 MHRB Preservation Awards:

- 9a. Restoration of the Silvia House located at 10580 Kelly Street by Bruce McNab & Alinka Flaminia, and Architect Diana Wiedemann (MHRB\_2016-0020)

**PRESENTATION:** Chair Roth presented Mr. Bruce McNab and Architect Diana Wiedemann with a plaque and acknowledged their contribution to preserving the history of Mendocino. Mr. McNab

and Ms. Wiedemann thanked the Review Board, Planner Cherry, and shared their thoughts about preserving modest residences in Town.

- 9b.** Restoration of the “Noia House,” a Category IIa Historic Resource, barn located at 45141 Calpella Street by Kelly and Michael Barrett, and Architect Kelly Grimes (MHRB\_2019-0010)

**PRESENTATION:** Chair Roth presented the award to Contractor Windspirit Aum, as the owners where not present. Chair Roth expressed the Review Board’s appreciation for the design, restoration, and renovation of the Noia House barn, which is part of a Category IIa historic resource within the district. The Review Board welcomes the adaptive reuse of restored structures, like the barn facing Ukiah Street.

## 10. Public Hearing Items

- 10a. CASE#:** MHRB\_2022-0012

**DATE FILED:** 10/25/2022

**OWNER:** DONNA BAYLISS

**APPLICANT/AGENT:** GARY RATWAY

**REQUEST:** Mendocino Historical Review Board application to paint exterior of the house and garage / shed in Grant Beige (trim) and Elmira White (body). Replacement of existing single-pane windows at entry way with “multi-lite” windows. Creation of gravel paths and patios, and one parking space with access from Carlson Street. Construction of a three-foot high retaining wall in two locations. The Applicant requests a concurrent variance for a setback reduction to reduce front yard setback requirements to Carlson Street. Note: The existing site is listed in the Mendocino Town Plan Appendix 1 Inventory of Historic Structures as a Category III historic structure.

**ENVIRONMENTAL DETERMINATION:** Categorically Exempt

**LOCATION:** 45351 Calpella St., Mendocino (APN 119-214-06)

**SUPERVISORIAL DISTRICT:** 5 (Williams)

**STAFF PLANNER:** MARK CLISER

**PRESENTERS:** Planner Cliser presented the Staff Report with revisions, which included new construction of the porch, 3-over-5 multi-lite windows that would enclose the porch on all three sides, installation of a porch door with multi-lite windows (Attachment B), and extension of the south facing porch opening downward to match the lower level of the house window (Attachment C).

Owner Ms. Donna Bayliss requested a continuance for her to prepare project revisions, including windows and exterior colors. Agent Gary Ratway provided gravel samples and a possible alternative location for the propane tank.

**PUBLIC COMMENT:** Mr. Fred Dickson spoke. Staff received written comments from Ms. Deidre Lamb, Ms. Kathleen Cameron, and Mr. Peter Taylor and Ms. Cheri Osborne.

**REVIEW BOARD DISCUSSION:** Chair Roth stated streamlined paint colors are available and exterior changes include relocating existing windows. Review Board Member Kappler expressed concern about additional parking on Carlson Street. Vice Chair Madrigal requested additional detail about the proposed window changes.

**REVIEW BOARD ACTION:** Review Board Member Aum moved to continue the application to the June 5, 2023 MHRB Meeting. The motion was seconded by Vice Chair Madrigal. By voice vote, the Review Board unanimously approved the motion (5-0). Review Board Member Saunders summarized what would be brought back for the Review Board’s consideration: corrections to the Staff Report, drawings depicting the additionally proposed exterior alterations, and how utilities would be screened.

**10b. CASE#:** MHRB\_2022-0015**DATE FILED:** 11/22/2022**OWNER:** BOARD OF EDUCATION MENDOCINO COUNTY**APPLICANT/AGENT:** MENDOCINO UNIFIED SCHOOL DISTRICT**REQUEST:** Mendocino Historical Review Board application for general improvements to gym and tech center. Proposed work to gym includes window replacement, reroofing, painting, exterior lighting, pavement replacement, and construction of generator enclosure. Proposed work to tech center includes repair and replacement of siding on west wall, exterior repaint, replacement of roofing, new gutters and downspouts, door replacement, repair and refinish exterior steel handrails and stairs, exterior lighting, improvements to ADA path, and replacement of existing enclosure on west wall. Note: Mendocino Town Plan Appendix 1 lists the site as a Category IVb Non-Historic structure.**ENVIRONMENTAL DETERMINATION:** Categorically Exempt**LOCATION:** 10700 Ford St., Mendocino (APNs: 119-160-03, 119-160-06, 119-160-36, 119-160-41, 119-140-01, 119-140-27, 119-140-30, and 119-170-04)**SUPERVISORIAL DISTRICT:** 5 (Williams)**STAFF PLANNER:** MARK CLISER**PRESENTERS:** Planner Cliser presented staff's recommendation. (Planner Waldman responded to Site View questions and explained MHRB Application\_2022-0015's relationship to application U\_2022-0012, which is agenda item 12a and proposes fire hydrants.) Architect Mark Quattrocchi and Mr. Windspirit Aum advocated for the project and responded to questions.**PUBLIC COMMENT:** None**REVIEW BOARD DISCUSSION:** Vice Chair Madrigal was uncertain about the Review Board's permit jurisdiction on schools. Following a brief discussion, Review Board Members noted the Mendocino High School is the Emergency Operations Center for the region and the scope of the proposed project includes repairs and maintenance to existing facilities.**REVIEW BOARD ACTION:** Vice Chair Madrigal moved to approve the application, based on the findings recommended in the April 3<sup>rd</sup> Staff Report. The motion was seconded by Review Board Member Aum. By voice vote, the Review Board unanimously approved the motion (5-0).**10c. CASE#:** MHRB\_2023-0001**DATE FILED:** 1/5/2023**OWNER/APPLICANT:** TEMPLE OF KWAN TAI INC**AGENT:** LORRAINE HEE CHORLEY**REQUEST:** Mendocino Historical Review Board Permit to construct a retaining wall and replace fencing along the northern property line. Note: The site is listed as a Category I historic resource in Appendix 1 of the Mendocino Town Plan, the Joss House c1867.**ENVIRONMENTAL DETERMINATION:** Categorically Exempt**LOCATION:** 45160 Albion Street, Mendocino; (APN: 119-235-02)**SUPERVISORIAL DISTRICT:** 5 (Williams)**STAFF PLANNER:** STEVEN SWITZER**PRESENTERS:** Planner Switzer presented the project. Ms. Lorraine Hee Chorley advocated for the project. Ms. Chorley asked the spelling of her last name be corrected to Chorley; and asked to correct the "Joss House" label with "Temple of Kwan Tai," as the Historical Structure's correct name. Mr. Brent Anderson said the new retaining wall will be 6 inches above grade to the north.**PUBLIC COMMENT:** Ms. Anne Walker spoke.**REVIEW BOARD DISCUSSION:** Vice Chair Madrigal commented the fence would be slightly visible from Ukiah Street. Review Board Member Aum suggested retaining wall returns may be necessary and would not be visible from any public right of way.

**REVIEW BOARD ACTION:** Review Board Member Kappler moved to approve the application, based on the findings recommended in the April 3<sup>rd</sup> Staff Report. The motion was seconded by Review Board Member Saunders. By voice vote, the Review Board unanimously approved the motion (5-0).

Planner Cherry apologized for the misspelling of Ms. Chorley's name and Coastal Element Chapter 4.13 Appendix 1, or the Mendocino Town Plan, establishes the naming of local historic resources.

## 11. Matters from the Board.

### 11a. Reports from Individual Review Board Members: Aum, Saunders, Kappler, and Madrigal

**MADRIGAL:** Vice Chair Madrigal requested an update on temporary tents within the Town. Planner Waldman affirmed that an update will be available during the May MHRB meeting.

**AUM:** Review Board Member Aum requested an update about streamlining commercial sign permits. Planner Cherry responded an update will available during the May MHRB meeting.

### 11b. 2023 Nominations for MHRB Preservation Awards

**NOMINATION:** Kathleen Cameron nominated the restoration of the carriage house at the "Jerome House," a Category I Historic Resource located at 45150 Calpella Street. The restoration was completed by owner Eliana Leilani Yoneda, Contractor Windspirit Aum, and Architect Kelly Grimes.

**REVIEW BOARD DIRECTION:** Following a brief discussion, Review Board Member Kappler moved to approve Ms. Cameron's nomination. The motion was seconded by Review Board Member Aum. By voice vote, the Review Board unanimously approved the motion (5-0). The Review Board agreed to present the award during the June MHRB meeting, or soon thereafter.

### 11c. Aum: Clarifying or amending the 2020 MHRB Exterior Paint Colors in Town of Mendocino Policy and MCC Section 20.760-050(A)(9) – continued from March

**PRESENTERS:** Chair Roth introduced the item and Review Board Member Aum summarized the Review Board's direction from the March MHRB meeting.

**REVIEW BOARD DISCUSSION:** Review Board Member Aum inquired about including accent colors for doors (meaning allowing three exterior colors under the amended policy). Review Board Member Aum asked to update the hyperlink name from "*Historical Color | Benjamin Moore*" to "*Historical Collection | Benjamin Moore*". Following a brief discussion between the members, Planner Cherry responded to the Review Board's questions about the existing policy's procedure. The 2020 policy procedure encourages property owners to confirm with PBS Staff that their preferred exterior colors are exempt from MHRB Permits. The Standards (MCC Sec. 20.760.050) limit use of more than one exterior color, while the 2020 policy allows for no more than two exterior colors.

**REVIEW BOARD DIRECTION:** Review Board Member Aum moved to approve the draft amendments to the 2020 policy, with minor corrections to the name of the paint pallet. The motion was seconded by Review Board Member Kappler. By voice vote, the Review Board unanimously approved the motion (5-0). The policy should be signed, effective, and available to PBS Staff and the public, prior to the May MHRB meeting.

## 12. Matters from the Staff.

12a. **CASE#:** U\_2022-0012  
**DATE FILED:** 12/6/2022

**OWNER/APPLICANT:** MENDOCINO UNIFIED SCHOOL DISTRICT

**AGENT:** MATT KENNEDY

**REQUEST:** Installation of new recycled water pipelines, irrigation systems, fire hydrants (approx. 15), and a new 250,000-gallon recycled water storage tank.

**LOCATION:** In the Coastal Zone, throughout the town of Mendocino and surrounding environs. Project will occur within County rights-of-way on Kelly St (CR 407F), Ukiah St (CR 407C), Kasten St (CR 407L), Little Lake St (CR 407A), Lansing St (CR 500), Little Lake Rd (CR 408), School St (CR 407O), within State right-of-way on State Route 1 (SR 1), and at Friendship Park (APN: 119-140-19), the Mendocino High School and K-8 campuses and a tank site. APNs: Tank & Well Site: 119-100-23, 119-100-03, 119-100-04, Mendocino K-8: 119-100-15, 119-100-16, Mendocino High School: 119-160-06, 119-160-35, 119-140-01, 119-160-41, 119-170-04, Friendship Park: 119-140-19.

**SUPERVISORIAL DISTRICT:** 5 (Williams)

**STAFF PLANNER:** ROB FITZSIMMONS

**LINK TO PUBLIC AGENCY REFERRAL:**

<https://www.mendocinocounty.org/home/showpublisheddocument/55898/63811640644760000>  
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**PRESENTATION:** Planner Fitzsimmons presented staff's request.

**PUBLIC COMMENT:** Mr. Windspirit Aum spoke.

**REVIEW BOARD DISCUSSION:** Review Board Members Kappler and Aum both sought visual depiction of proposed fire hydrants and color. Vice Chair Madrigal was concerned about the juxtaposition of the hydrants to the road and suggested bollards protecting hydrants #2 and #3.

**REVIEW BOARD DIRECTION:** Review Board Member Aum amended his initial motion and moved to approve the application with any color fire hydrant as deemed by state code, based on the Referral Request, dated February 10, 2023. The motion was seconded by Review Board Member Saunders. By voice vote, the Review Board unanimously approved the motion (5-0).

**12b. Request for Guidance: Draft Policy Regarding Minor Alterations in Town of Mendocino with Case Study Example from MHRB\_2020-0007 Yoneda.**

**PRESENTATION:** Planner Switzer summarized previous direction from the Review Board and presented staff's amended policy recommendation for minor alterations.

**REVIEW BOARD DISCUSSION:** Vice Chair Madrigal looked to staff for a hypothetical example on how the Review Board will receive notice on minor alterations.

**REVIEW BOARD DIRECTION:** Vice Chair Madrigal moved to approve the minor alteration policy, as amended. The motion was seconded by Review Board Member Aum. By voice vote, the Review Board unanimously approved the motion (5-0). The policy should be signed, effective, and available to PBS Staff and the public, prior to the May MHRB meeting.

**13. Adjournment:**

- 13a. REVIEW BOARD ACTION:** Vice Chair Madrigal moved to adjourn the meeting. Review Board Member Aum seconded the motion. The motion unanimously passed by voice vote (5-0). The meeting adjourned at 8:50 p.m.