

COUNTY OF MENDOCINO

**DEPARTMENT OF PLANNING AND BUILDING SERVICES** 860 NORTH BUSH STREET · UKIAH · CALIFORNIA · 95482 120 WEST FIR STREET · FORT BRAGG · CALIFORNIA · 95437

# MEMORANDUM

DATE: November 6, 2023

**TO:** Mendocino Historical Review Board (MHRB)

**FROM:** Jessie Waldman, Planner II

SUBJECT: MHRB\_2021-0003 & MHRB\_2021-0018, Minor Alterations, MCDOT Encroachment

**BACKGROUND:** On April 5, 2021, the Mendocino Historical Review Board approved permit MHRB\_2021-0003 to demolish existing structures and construct a single-family residence, water tower, decks, shed and ancillary structures at a developed parcel, located at 45270 Albion Street, Mendocino (APN: 119-217-06). On March 7, 2022, the Mendocino Historical Review Board approved permit MHRB\_2021-0018 to modify exterior architectural features of MHRB\_2021-0003. MHRB\_2021-0003 (Attachment C) and MHRB\_2021-0018 (Attachment D) included Conditions of Approval #13 and #15, which stated:

- 13. Walkways and driveways surfaces shall be brick, flagstone, board, grass and gravel. Asphalt and Concrete are prohibited. Major coverage of front yard setbacks is not allowed and shall be limited to areas shown on the approved site plan.
- 15. Driveway aprons and curb cuts may require an encroachment permit from MCDOT

**<u>REQUEST</u>**: On October 16, 2023, Staff received a request from Mendocino County Department of Transportation (MCDOT) for confirmation of consistency of an encroachment permit for a residential driveway approach and MHRB approval.

Per MCDOT requirements, the required asphalt driveway approach per Mendocino County Standard A51A is for 15' of paving from the edge of existing pavement. However, MCDOT is allowing a reduced driveway approach of only 12' 6", which will end the paving at the property line as shown in green highlight on the proposed site plan (Attachment B).

**<u>APPLICABLE SECTIONS OF MENDOCINO TOWN ZONING CODE:</u>** Chapter 20.714 (Circulation and Parking) and Section 20.760.050 (Standards).

**APPLICABLE SECTIONS OF MHRB GUIDELINES:** Mendocino County Coastal Element Chapter 4.13, Appendix 7, MHRB Design Guidelines, Chapter VII for Building Design for Sidewalks and Driveways, page 9.

**<u>RECOMMENDATIONS</u>**: Staff recommends the Review Board consider granting a concurrent variance and adopt recommended minor alterations to allow for a reduced asphalt driveway to serve the single-family residence allowed pursuant to MHRB\_2021-0003 and MHRB\_2021-0018 permits.

#### ATTACHMENTS:

- A. Encroachment Request
- B. Proposed Site Plan
- C. MHRB\_2021-0003 Permit and Site Plan
- D. MHRB\_2021-0018 Permit and Site Plan

### Jessie Waldman

From:	Samuel Vandewater
Sent:	Sunday, October 15, 2023 5:31 PM
То:	Jessie Waldman
Subject:	FW: Encroachment Permit Site Plan - 45270 Albion St., Mendocino
Attachments:	DOT - 45270 Albion Stpdf

From: Alexander Sequeira <sequeiraa@mendocinocounty.gov>
Sent: Friday, October 13, 2023 11:52 AM
To: PBSplannerFortBragg <PBSplannerFortBragg@mendocinocounty.gov>
Subject: Encroachment Permit Site Plan - 45270 Albion St., Mendocino

Hello,

Please see attached site plan showing the proposed asphalt driveway approach per Mendocino County Standard A51A. Mendocino County DOT standard is for 15' of paving from the edge of pavement, however we are fine with the paving ending at property line (12'-6") as shown highlighted in green. Please let me know once it has been accepted by MHRB, so I can proceed with issuing an encroachment permit for this work within the County Right of Way. This work is already exempt from needing a CDP per CE\_2021-0027.

Thanks, Alexander Sequeira Engineer I Mendocino County Department of Transportation (707) 234-2816 sequeiraa@mendocinocounty.org

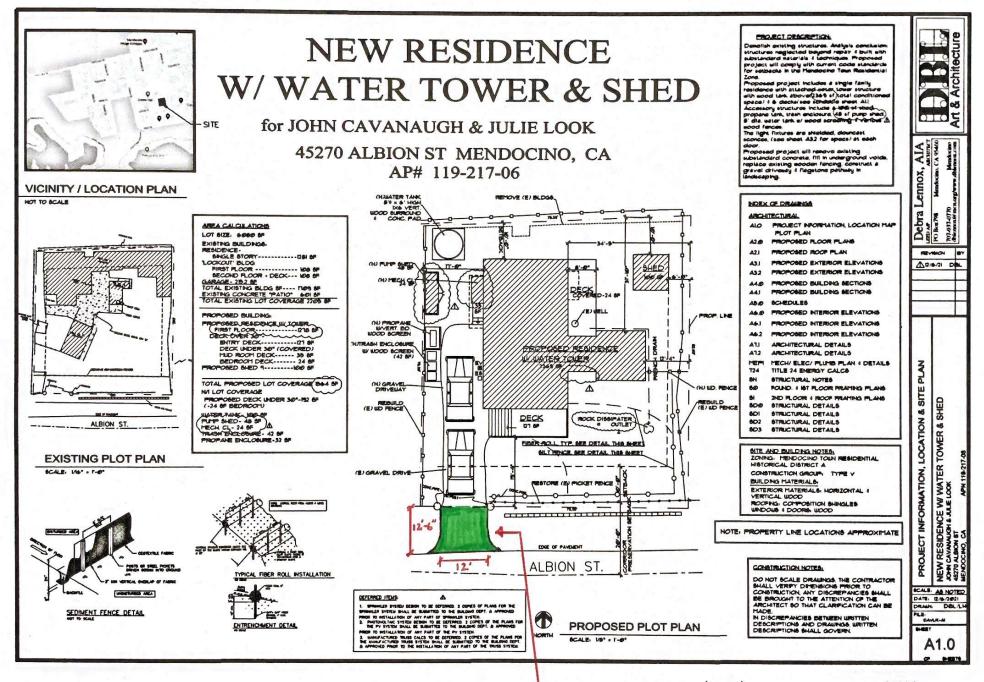
From: carrick railsback <<u>tarbell.cmr@gmail.com</u>>
Sent: Friday, October 13, 2023 9:38 AM
To: Alexander Sequeira <<u>sequeiraa@mendocinocounty.gov</u>>
Subject: Encroachment permit - 45270 Albion St., Mendocino

**Caution:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Alex,

Per our conversation yesterday, please see the attached site plan showing the dimensioned asphalt. Following our conversation, I did speak with Jesse from Planning and she told me that this would need to run through MHRB and that they have 1 meeting per month. On my side, this makes the process more time sensitive, so please let me know if you need anything else from me to push this through to her.

Carrick Railsback Tarbell Woodworks and Associates, Inc. cell: 510-708-4015



- NEW ASPHALT PER MENDOCINO COUNTY STANDORD ASIA



#### MENDOCINO HISTORICAL REVIEW BOARD PERMIT

Applicant: JULIE LOOK, JOHN CAVANAUGH, and DEBRA LENNOX

Date: April 16, 2021 Permit: MHRB # 2021-0003

On April 5, 2021, the Mendocino Historical Review Board granted JULIE LOOK AND JOHN CAVANAUGH this permit to demolish existing structures and construct a single-family residence, water tower, decks, shed and ancillary structures and located at 45270 Albion Street, Mendocino (APN 119-217-06).

**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, if any. (B) The appearance of the proposed work will not detract from the appearance of other property within the District. (C) The proposed work consists of demolition of an existing structure and the proposed work will not unnecessarily damage or destroy a structure of historical, architectural or cultural significance.

#### CONDITIONS:

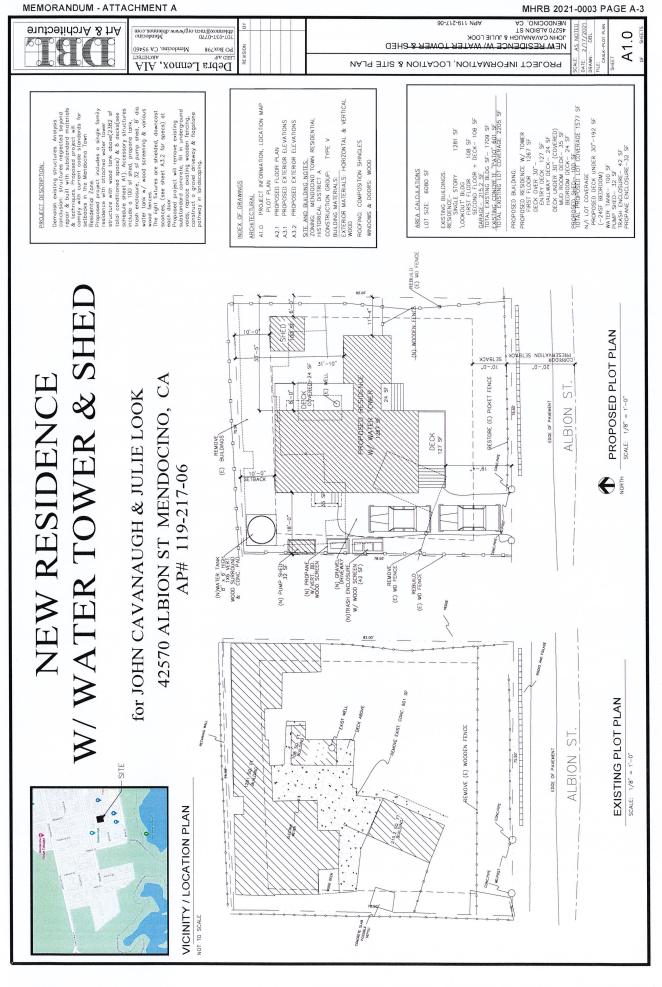
- 1. This action shall become final and effective on the 11<sup>th</sup> day following the Review Board's decision unless an appeal is filed pursuant to Section 20.760.072 of the Mendocino County Code.
- 2. The permit shall expire and become null and void at the expiration of two years after the effective date except where construction and or use of the property in reliance on such permit have been completed prior to its expiration.
- 3. The application along with supplemental exhibits and related material shall be considered elements of this permit, and compliance therewith is mandatory.
- 4. 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.
- 5. 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 1 or more conditions to be void or ineffective, or has enjoined or otherwise prohibited the enforcement or operation of 1 or more such conditions.
- 6. To establish that site work satisfies the requirements of MHRB Permit 2021-0003 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 2021-0003 have been satisfied.

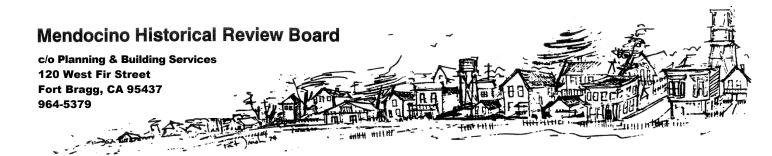
- 7. Any Building Permit request shall include MHRB Permit 2021-0003 (printed on the plans submitted).
- 8. Exterior materials shall be clear finished wood with painted window frames. Window frame color shall be Benjamin Moore historic collection "Weston Flax," HC-5, or similar color in hue and brightness.
- All exterior doors and window frames shall be made from wood. Exterior building materials shall not include use of imitation or synthetic materials, such as aluminum or vinyl siding, imitation stone, imitation brick, plastic laminated beams, concrete block or boards, stucco or asbestos shingles or panels, or plywood panels.
- 10. The 100-square-foot water storage tank shall be clad with 1-by-6 vertical wood surround.
- 11. The trash enclosure and propane tank shall be screened with wood, or by other similar means. Solid waste containers and the propane tank shall not be visible from the street and shall be located outside of the front yard.
- 12. Fences shall be made from wood. Solid fences are discouraged except where they are necessary for screening parking and storage. Chain link or metal fences, concrete block, plastic, fiberglass or plywood fences are prohibited. Concrete or smooth concrete block are prohibited. Fence material, location, and height are regulated by MCC Sections 20.692.015(E).
- 13. Walkways and driveways surfaces shall be of brick, flagstone, board, grass and gravel. Asphalt and concrete are prohibited. Major coverage of front yard setbacks is not allowed and shall be limited to areas shown on the approved site plan.
- 14. Prior to issuance of any building permit in reliance of this Permit, the property owner shall obtain a Categorical Exclusion from a Coastal Development Permit or obtain a Coastal Development Permit.
- 15. Driveway aprons and curb cuts may require an encroachment permit from MCDOT.
- 16. Trailers, RVs, Boats and other similar vehicles shall be stored within structures, e.g. garages, or offsite.
- 17. To eliminate conflicts between multiple permits, issued MHRB Permit 2016-0018 is no longer valid.

Issued on behalf of the Mendocino Historical Review Board.

lianavhlhers By HERRY, EXECUTIVE SE

<u>April 16, 2021</u> DATE





#### MENDOCINO HISTORICAL REVIEW BOARD PERMIT

Applicants: JULIE LOOK and JOHN CAVANAUGH

Date: March 18, 2022 Permit: MHRB # 2021-0018

On March 7, 2022, the Mendocino Historical Review Board granted JULIE LOOK and JOHN CAVANAUGH this permit to modify exterior architectural features of MHRB Permit 2021-0003, an approved a single-family residence, water tower, decks, shed and ancillary structures, located at 45270 Albion Street, Mendocino (APN 119-217-06). The (horizontal) kitchen window is required to be divided.

**FINDINGS:** (a) The exterior appearance and design of the windows and doors harmonize with the exterior appearance and design of other structures located within the District and with that of existing residence; and (b) The appearance of the proposed windows and doors will not detract from the appearance of other property within the District as the design elements conform to the 1987 design guidelines.

#### **CONDITIONS:**

- 1. This action shall become final and effective on the 11<sup>th</sup> day following the Review Board's decision unless an appeal is filed pursuant to Section 20.760.072 of the Mendocino County Code.
- 2. 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 have been completed prior to its expiration.
- 3. The application along with supplemental exhibits and related material shall be considered elements of this permit, and compliance therewith is mandatory.
- 4. 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.
- 5. 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 1 or more conditions to be void or ineffective, or has enjoined or otherwise prohibited the enforcement or operation of 1 or more such conditions.
- 6. To establish that site work satisfies the requirements of MHRB Permit 2021-0018 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 2021-0018 have been satisfied.

- 7. Any Building Permit request shall include MHRB Permit 2021-0003 and MHRB Permit 2021-0018 (printed on the plans submitted).
- 8. Exterior materials shall be clear finished wood with painted window frames. Window frame color shall be Benjamin Moore historic collection "Weston Flax," HC-5, or similar color in hue and brightness.
- All exterior doors and window frames shall be made from wood. Exterior building materials shall not include use of imitation or synthetic materials, such as aluminum or vinyl siding, imitation stone, imitation brick, plastic laminated beams, concrete block or boards, stucco or asbestos shingles or panels, or plywood panels.
- 10. The 100-square-foot water storage tank shall be clad with 1-by-6 vertical wood surround.
- 11. The trash enclosure and propane tank shall be screened with wood, or by other similar means. Solid waste containers and the propane tank shall not be visible from the street and shall be located outside of the front yard.
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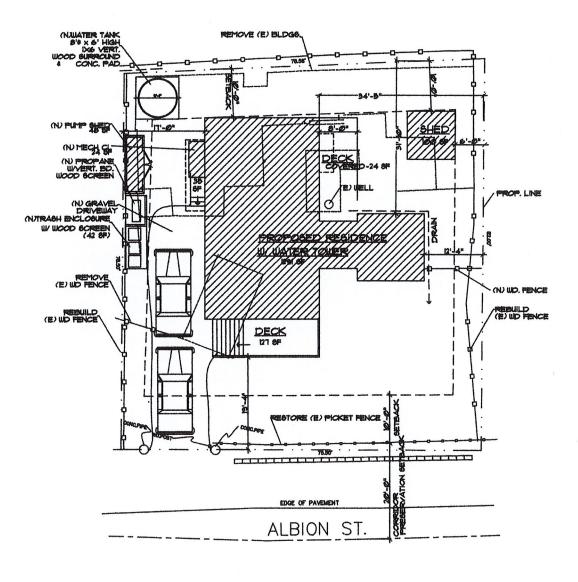
Issued on behalf of the Mendocino Historical Review Board.

Bv: JULIANA CHERRY. EXECUTIVE SECRETAR

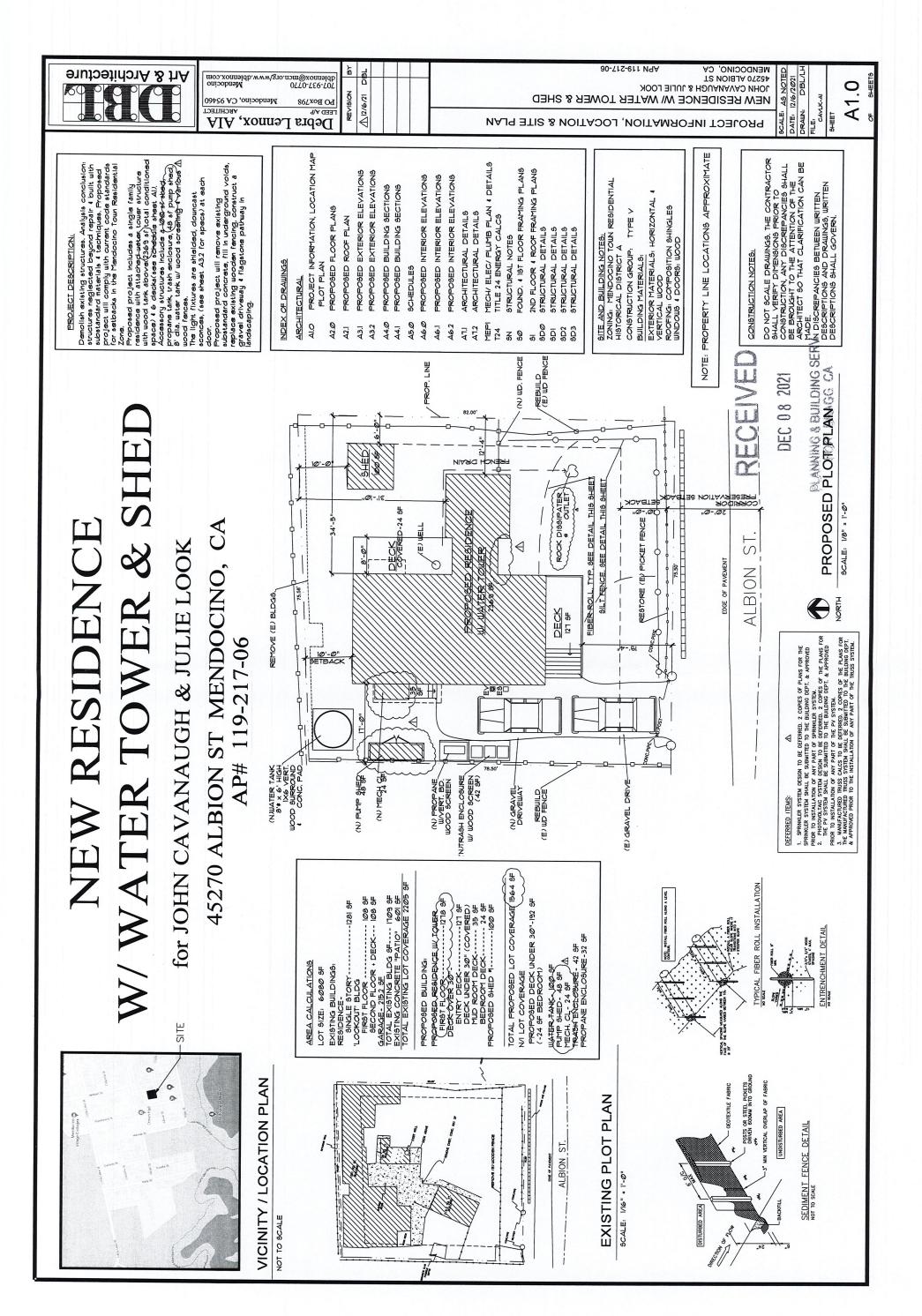
March 18, 2022 DATE

# NEW RESIDENCE W/ WATER TOWER & SHED

## for JOHN CAVANAUGH & JULIE LOOK 42570 ALBION ST MENDOCINO, CA AP# 119-217-06







APN 119-217-06