



COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES
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MEMORANDUM

DATE: March 4, 2024
TO: Mendocino Historical Review Board
FROM: Jessie Waldman, Executive Secretary
SUBJECT: **Matters from Review Board – MHRB Board Member Requirements**

BACKGROUND: MHRB is requesting clarifications if business owners, not just residents, be allowed to hold one (1) seat at the Review Board; and can one (1) seat be held as an “at large” seat.

REGULATION: Mendocino Town Plan (MTP) SECTION 6. TOWN PLAN IMPLEMENTATION:

6.3 Mendocino Historical Review Board: The Mendocino Historical Review Board serves as an additional core Mendocino Town Plan implementation entity. The Mendocino Historical Review Board's function is to review applications for “work” pursuant to Mendocino Town Zoning Code Sections 20.760.030 and 20.760.035. The Mendocino Historical Review Board consists of five members who shall be residents of the Historical Districts, and who are intended to represent a cross section of the community.

Interest persons may contact the Clerk of the Board,
<https://www.mendocinocounty.org/departments/executive-office/clerk-of-the-board>.

SUMMARY: A Review Board Member shall be a resident of the Historical District, pursuant with MTP Section 6.3. Any change to membership requirements to modify the “resident” standard require an amendment to the Local Coastal Program.

RECOMMENDATIONS: The Review Board may wish to craft a letter to the County Board of Supervisors regarding membership requirements and requesting they direct the Department to prepare a Local Coastal Program amendment.