

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 – June 3, 2024

DRAFT MINUTES – JUNE 3, 2024

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 August 5, 2024 MHRB meeting.

AGENDA ITEM NO. 1 – CALL TO ORDER

The Review Board convened at 4:04 p.m. for its scheduled site views. The sites viewed were Agenda Items 9a* and 9b*. Review Board Members were present, including Chair Roth and Vice Chair Madrigal. Planner Jessie Waldman and Planner Mark Cliser were present. The site views concluded at 4:42 p.m.

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

AGENDA ITEM NO. 2 – ROLL CALL

Present: Chair Roth, Vice Chair Madrigal, Review Board Member Saunders and Review Board Member Lopez.

Absent: Review Board Member Kappler (by pre-arrangement).

Staff Present: Julia Krog, Director, Mark Cliser, Planner II, and Jessie Waldman, Planner II, Planning and Building Services.

AGENDA ITEM NO. 3A – ELECTION OF REVIEW BOARD CHAIR AND VICE CHAIR

Presenter/s: Chair Roth.

Public Comment: None.

Board Action: Upon motion by Review Board Member Saunders, seconded by Chair Roth, Vice Chair Holly Madrigal for Chair and upon motion by Chair Roth, seconded by Vice Chair Madrigal, Review Board Member Julian Lopez as Vice Chair, IT IS ORDERED that the Mendocino Historical Review Board elects Vice Chair Holly Madrigal as Chair and Review Board Member Julian Lopez as Vice Chair. The motion carried by the following vote:

Aye: Chair Roth, Vice Chair Madrigal, Review Board Member Saunders, and Review Board Member Lopez

No: 0-None

Absent: 1 – Review Board Member Kappler

AGENDA ITEM NO. 3B – DETERMINATION OF LEGAL NOTICE

Proper notice was established for the meeting.

AGENDA ITEM NO. 3C – AMENDMENT OF THE MHRB BYLAWS

Presenter/s: Julia Krog, Director, Planning and Building Services.

Public Comment: Rick Sacks; Mandana Scott-Paton; William Zimmer, Kelly Grimes

Board Action: Upon motion by Review Board Member Saunders, seconded by Vice Chair Lopez, IT IS ORDERED that the Mendocino Historical Review Board accepts presentation and amends the Bylaws of the Mendocino Historical Review Board by: modifying the meeting time to 6 p.m., utilizing Roberts Rules of Order, and revisions to Order of Agenda as presented by Staff in the draft Redline of the Bylaws. In addition, the Mendocino Historical Review Board directs staff that action minutes are acceptable. The motion carried by the following vote:

Aye: Chair Madrigal, Vice Chair Lopez, Review Board Member Roth, and Review Board Member Saunders.

No: 0 – None.

Absent: 1 – Review Board Member Kappler.

AGENDA ITEM NO. 4 – APPROVAL OF MINUTES

Presenter/s: None.

Public Comment: None.

Board Action: No Action Taken.

AGENDA ITEM NO. 5 – CORRESPONDENCE

Presenter/s: None.

Public Comment: None.

Board Action: No Action Taken.

AGENDA ITEM NO. 6 – REPORT FROM CHAIR

Presenter/s: None.

Public Comment: None.

Board Action: No Action Taken.

AGENDA ITEM NO. 7 – PUBLIC EXPRESSION

Presenter/s: William Zimmer; Julia Krog, Director, Planning and Building Services; Review Board Member Roth, Review Board Member Saunders.

AGENDA ITEM NO. 8. CONSENT CALENDAR

Presenter/s: Chair Madrigal; Rick Sacks, Agent on Application.

Public Comment: None.

Board Action: Upon motion by Review Board Member Roth, seconded by Review Board Member Saunders, IT IS ORDERED that Consent Calendar item 8a) be pulled for separate consideration. The motion carried by the following vote:

Aye: Chair Madrigal, Vice Chair Lopez, Review Board Member Roth, and Review Board Member Saunders.

No: 0 – None.

Absent: 1 – Review Board Member Kappler.

AGENDA ITEM NO. 8A. CONSENT CALENDAR – AUTHORIZATION OF THE ISSUANCE OF MENDOCINO HISTORICAL REVIEW BOARD PERMIT NO. MHRB_2024-0005 (KETTNER) REQUEST FOR A 30” DIAMETER, CARVED REDWOOD DOUBLE SIDED SIGN PAINTED BLUE, GOLD, WHITE, RUST, AND BLACK. SIGN COPY TO READ “LEDGES” (ABOVE) AND “OCEAN SPORTS) BENEATH. SIGN WILL HANG PERPENDICULAR TO MAIN ST. FROM BLACK WELDED METAL BRACKETS, LOCATED AT 45140 MAIN STREET, MENDOCINO; APN: 119-237-05

Presenter/s: Chair Madrigal; Rick Sacks, Agent on Application.

Public Comment: None.

Board Action: Upon motion by Review Board Member Roth, seconded by Vice Chair Lopez, IT IS ORDERED that the Mendocino Historical Review Board [approves MHRB_2024-0005 subject to the findings and conditions](#) within the Staff Report. The motion carried by the following vote:

Aye: Chair Madrigal, Vice Chair Lopez, Review Board Member Roth, and Review Board Member Saunders.

No: 0 – None.

Absent: 1 – Review Board Member Kappler.

AGENDA ITEM NO. 9A. PUBLIC HEARING - AUTHORIZATION OF THE ISSUANCE OF MENDOCINO HISTORICAL REVIEW BOARD PERMIT NO. MHRB_2024-0002 (MARCOVICH) REQUEST FOR MINOR EXTERIOR ALTERATIONS AT THE EXISTING SINGLE-FAMILY RESIDENCE, INCLUDING THE CONSTRUCTION OF A NEW ENCLOSED ENTRY WITH DECKING AND REMOVAL OF A EXISTING WINDOW. ALSO INCLUDED WITH THIS REQUEST IS THE ADDITION OF A NEW DECK AND REPLACING AN EXISTING WINDOW WITH A NEW SLIDING PATIO DOOR, BOTH AT THE UPPER LEVEL OF THE RESIDENCE. (NOTE: THE SITE IS DESIGNATED A CATEGORY I HISTORIC RESOURCE ON PROPERTY LOCATED AT 45081 CAHTO STREET, MENDOCINO; APN: 119-160-15

Presenter/s: Jessie Waldman, Planner II, Planning and Building Services; Kelly Grimes, Agent on Application.

Public Comment: Dan Potash.

Board Action: Upon motion by Review Board Member Roth, seconded by Review Board Member Saunders, IT IS ORDERED that the Mendocino Historical Review Board approves MHRB_2024-0002 subject to the findings and conditions within the Staff Report. The motion carried by the following vote:

Aye: Chair Madrigal, Vice Chair Lopez, Review Board Member Roth, and Review Board Member Saunders.

No: 0 - None.

Absent: 1 – Review Board Member Kappler.

AGENDA ITEM NO. 9B. PUBLIC HEARING - AUTHORIZATION OF THE ISSUANCE OF MENDOCINO HISTORICAL REVIEW BOARD PERMIT No. MHRB_2024-0004 (CPH MENDO HOTEL LLC) REQUEST FOR INSTALLATION OF A WOODEN DORMER ON THE EAST ELEVATION WITH DOUBLE HUNG, DIVIDED LIGHT, PAINTED TO MATCH EXISTING WINDOWS. DORMER WALLS TO BE CLAD IN HORIZONTAL SIDING AND CORNER TRIM TO MATCH EXISTING STRUCTURE. FASCIA AND ROOFING TO MATCH EXISTING MATERIALS AND DETAILS. A PORTION OF DECKING (ROOFING MATERIAL) TO BE REMOVED TO ACCOMMODATE FOR DORMER. EXISTING BEAMS WILL NOT BE ALTERED. NOTE: THIS LOCATION IS A CATEGORY I HISTORIC RESOURCE ON PROPERTY LOCATED AT 45080 MAIN STREET, MENDOCINO; APN: 119-238-18 & 119-238-04

Presenter/s: Mark Cliser, Planner II, Planning and Building Services, Joe Erickson, Agent on Application.

Public Comment: None.

Board Action: Upon motion by Vice Chair Lopez, seconded by Review Board Member Saunders, IT IS ORDERED that the Mendocino Historical Review Board approves MHRB_2024-0004 subject to the findings and conditions within the Staff Report. The motion carried by the following vote:

Aye: Chair Madrigal, Vice Chair Lopez, Review Board Member Roth, and Review Board Member Saunders.

No: 0 - None.

Absent: 1 – Review Board Member Kappler.

AGENDA ITEM NO. 10 – MATTERS FROM THE BOARD MEMBERS

Presenter/s: Chair Madrigal, Review Board Member Roth, Review Board Member Saunders.

Public Comment: None.

Board Action: No Action Taken.

AGENDA ITEM NO. 11 – MATTERS FROM THE STAFF

Presenter/s: None.

Public Comment: None.

Board Action: No Action Taken.

AGENDA ITEM NO. 12 – ADJOURNMENT

Presenter/s: Chair Madrigal.

Public Comment: None.

Board Action: Upon motion by Vice Chair Roth, seconded by Review Board Member Lopez, IT IS ORDERED that the Mendocino Historical Review Board meeting be adjourned at 8:12 p.m.

Aye: Chair Madrigal, Vice Chair Lopez, Review Board Member Roth, and Review Board Member Saunders.

No: 0 - None.

Absent: 1 – Review Board Member Kappler.