

**CITY OF ARCATA
HISTORIC AND DESIGN REVIEW COMMISSION SPECIAL MEETING AGENDA**

Arcata City Council Chamber
736 F Street, Arcata

November 12, 2009
THURSDAY, 4:00 P.M.

NOTE: HISTORIC & DESIGN REVIEW COMMISSION SPECIAL MEETING DATE IS THURSDAY, NOVEMBER 12, 2009 AT 4 P.M., DUE TO THE VETERAN'S DAY HOLIDAY.

Persons with disabilities may request special accommodations by contacting the City Clerk at 822-5953 three working days in advance of the meeting.

I. ROLL CALL.

II. APPROVAL OF MINUTES. October 28, 2009 Historic & Design Review Commission Minutes and Actions.

III. ORAL COMMUNICATIONS. This item is provided for people to address the Commission on matters not on the agenda. Any requests that require action will be set by the Commission to a future agenda or will be referred to Staff.

IV. HEARINGS.

NOTE: Public comments relating to projects on the hearings agenda may be given until the closure of public comment period as indicated by the Historic and Design Review Commission Chair. No public comment is allowed during project deliberations, motion, or vote by the Commission.

A. Consent Projects

All matters on the Consent Calendar are considered to be routine by the Commission and are enacted on one motion. There is no separate discussion on any of these items. If a discussion is required, that item is removed from the Consent Calendar and considered separately. At the end of the reading on the Consent Calendar, Commissioners or members of the public can request that an item be removed for separate discussion.

- 1. Project. Northwest Forestry & Marine building.** Review and take action on proposed construction of an approximately 2,536 square foot (sf) industrial building located in the West End Road light industrial area. The proposed metal building, approximately 25 feet in height, would have a warehouse/shop floor area of about 1,786 sf, and an office floor area of about 750 sf. Proposed site improvements include off-street parking, 4 indoor bicycle parking spaces, paved parking and access areas, drainage infrastructure including a swale/detention area, solid waste and recycling enclosure, and associated landscaping. Access to the property is via a 25-foot wide easement that extends along the north property lines of adjacent properties to West End Rd. At the October 28, 2009 HDRC Preliminary Design Review project hearing, the Commission requested further detail on the following items: provide additional windows on the building's west elevation; location and type of outdoor security lighting; proposed drainage infrastructure to contain possible hazardous materials stored inside the building, and; overhead weather protection for pedestrian doors. Revised plans received October 2, 2009 addressed the above Commission requests and recommendations.

Location: West End Road

Assessor's Parcel Number: 507-121-049

Owner/Applicant: Rob Nelson

Agent: Wes Marshall/Ray Wolfe Construction

File Number: 090-028-DR

Zoning & General Plan: Limited Industrial (IL)

Environmental: A §15303 New Construction, Class 3, California Environmental Quality Act (CEQA) exemption may be considered for the project.

Staff Recommendation: Staff recommends that the project be approved with conditions, or as proposed by the Commission. The Commission may wish to consider providing an additional skylight or translucent roof panel over the office area to improve natural daylight and passive solar access for this portion of the building.

Recommended Findings: None.

Recommended Conditions: That the Commission considers approving the project with the following conditions of approval:

1. Drainage facilities and other utility infrastructure associated with this project shall meet city standards and be approved by Arcata's Director of Public Works prior to issuance of the building permit. This includes provision of pollution control devices, as applicable.

Recommendation: As an option, additional skylight(s) or translucent roof panel(s) may be provided for the office portion of the building to improve natural daylight and passive solar access.

2. **Project. Hensel's Master Sign Plan (Seely-Titlow building).** Review and take action on a proposed Master Sign Plan for the Seely - Titlow Building, a designated Landmark Historic Preservation structure (File # LHP-88-05). The property qualifies for a Master Sign Plan because it is located on two street frontages and contains a multi-tenant space building. Project proposes eight (8) wall signs totaling about 204 square feet (sf), including: two (2) illuminated Hensel's business signs with logo, centrally located on the building's east and north fascias (32 sf and 72 sf each in area, respectively); and six (6) similar-sized, non-illuminated wall signs (totaling about 80 sf) that would be located on the building's north fascia and east-facing awning. Sign materials would consist of wood board with vinyl sign design and lettering. Proposed illuminated signs would use exterior floodlights directed onto the sign area. Two signs included in this Master Sign Plan were previously approved by the Commission on October 28, 2009. Property is located in the "Central" Neighborhood Conservation Area.

Location: 823 10th Street

Assessor's Parcel Number: 021-103-007

Property Owner: Jerry King & Pete Hess

Applicant: Ceva Courtemanche

Agent: Richard Betournay/Expo Art

File Number: 090-026-DR

Zoning: Commercial Central with Historic Landmark (:HL) and Neighborhood Conservation Area (:NCA) Combining Zones (CC: HL:NCA)

General Plan: Commercial Central (CC); LHP-88-05

Environmental: A §15311 Accessory Structures (on-premise signs), Class 11, California Environmental Quality Act (CEQA) exemption may be considered for the project.

Staff Recommendation: Staff recommends that the project be approved as presented, or with conditions as proposed by the Commission and based on findings made by the Commission. Staff recommends that details be provided for exterior lighting used for the two illuminated signs, in terms of light locations and proposed fixtures on the building. Staff suggests that shielded, low wattage up-lights trained onto the sign area may be considered, given the building's architectural elements such as the awning.

Recommended Findings: The Commission finds that the proposed signage will be compatible in style, materials, size and placement with the existing historical character, materials and distinctive architectural "features to be preserved" of the Seely-Titlow Building, a designated Landmark Historic Preservation structure (File #LHP-88-05), and that the project would not destroy, or have significant adverse change in the significance of the historical or architectural character of the Landmark Historic Preservation resource. The Commission also finds the project to be visually compatible with other commercial signs and structures found in the surrounding "Central" Neighborhood Conservation Area.

Recommended Conditions: None, or with conditions as recommended by Staff. Staff recommends that the Commission consider approving the project with the following conditions of approval:

Prior to issuance of building permit, the applicant shall provide the following information:

1. Provide details of proposed number, location, and type of lighting fixtures to be used for illuminated Signs #1 and 2. Recommend the use of up-lights for the illuminated signs. Lighting shall be shielded and directed onto the sign face. Lighting shall be low wattage and energy efficient to meet city standards.

B. Continued Projects.

1. **Project: Tea Gardens Apartments. 2nd Preliminary Design Review.** Preliminary project review, comments and recommendations for proposed construction of a new three-story, 9-unit/36-bedroom, residential apartment building at the Tea Gardens Apartments. Proposed 9-unit building would be organized as 3 dormitory-style “quads” units per floor, and located on an existing open space area to the west and south of five (5) apartment buildings. Each quad unit would consist of four bedrooms with private bathroom, with each bedroom opening onto a communal kitchen/living and entrance area. Access to units would be via an exterior walkway, with stairs to upper floors. Proposed total building floor area would have a combined floor area of about 13,158 square feet (sf), and be about 33 feet in height. Property is located in the “Central” Neighborhood Conservation Area. Property is located within the Alquist Priolo Earthquake Hazard Area and is subject to Natural Hazards (:NH) Combining Zone regulations. The applicant seeks a waiver from Arcata Land Use Code (LUC) §9.36 off-street parking and open space/development standards due to the property’s proximity to downtown, public transit stops and close proximity to Humboldt State University. Seven (7) off-street parking spaces constructed of permeable paving materials (turf block) are proposed along the building’s north and west side. Existing 3-story apartment buildings currently have 4 parking spaces located at first floor level with four-plex apartments located above on second and third floors. Project would require demolition of an existing laundry/utility building on the site. Additional project submittals for the project’s second Preliminary Design Review include a landscape plan for open space off-site improvements on Caltrans-owned property south of the project site, and an Initial Study and checklist prepared by the applicant.

The project presents a number of issues for Commission review and comment: off-street vehicle parking and proposed waiver of standards; bicycle parking; vehicle access and circulation; parking lot design and screening; development standards including site coverage/open space; building and solar design and access; visual compatibility with the Neighborhood Conservation Area, and; site improvements, including solid waste/recycling areas, outdoor lighting, utilities, and fencing.

The HDRC should review the findings for the Arcata Heights Neighborhood Conservation Area and determine if additional information is required, such as a scaled neighborhood context drawing/visual representation of the proposed project that includes existing buildings on-site, provides potential streetscape views of the project, and demonstrates project compatibility with the neighborhood, similar to that requested for other infill projects in Neighborhood Conservation Areas. The HDRC should review the project for compliance with solar efficiency and access, and although not required because the project is not a subdivision, the HDRC may wish to consider Arcata LUC §9.56.040 B standards that require that at least 80 percent of units have adequate solar access, and that project design consider solar orientation, alignment and access as much as possible. Applicable Arcata LUC standards, and General Plan: 2020 Design Element policies include: D-1a (1) (2) (3) community design character - scale and articulation of building, wall and roof mass and planes; D1c quality and diversity in building appearance; D-1e solar access/siting and energy efficiency; D1g transit design; D1i green building, and; D-5, residential design policies, Multi-family design 5a (1) to (10). Property is located in the Arcata Heights Neighborhood Conservation Area.

Location: 1120 “F” Street/Tea Gardens Apartments

Assessor’s Parcel Number: 021-087-002

Owner/Applicant: Stephen Moser

Agents: Pat MacDonald/Pacific Builders, and Sarah Atkins/Atkins Drafting

File Number: 090-015 PRDR

Zoning: Residential High Density (RH) with Natural Hazards (:NH) and Central Neighborhood Conservation Area (:NCA) Combining Zones (RH :NH :NCA)

General Plan: Residential High Density (R-H)

Environmental: No environmental review or findings required for Preliminary Design Review. However, Staff recommends review of the Initial Study and proposed mitigations prepared by the applicant for project environmental review, with emphasis on noise attenuation, transportation/traffic circulation, building accessibility, geologic, soils engineering and public safety (Alquist Priolo), and services/utilities. A project review checklist and applicable city policies and standards are provided to assist the Commission and applicant in project review.

2. **Project. Muddy's Hot Cup.** Review and take action on revised site plans for Muddy's Hot Cup café. Revised project plans received October 30, 2009 propose the following: relocated 6-foot high fence for the existing residence; revised locations for the solid waste and recycling enclosure and storage area; relocated driveway gates, and; removal of the existing vending area structure and replacement with a sculpture. No off-street parking spaces are proposed for this project. A Minor Use Permit will be required for proposed exemptions to Arcata Land Use Code off-street parking and development standards, including encroachment of the deck into the front setback area. The property is referenced as the Shano House in Susie Van Kirk's publication "Reflections of Arcata's History: eighty years of architecture". Project is located in the Arcata Heights Neighborhood Conservation Area.

Location: 1603 G Street

Assessor's Parcel Number: 020-092-003

Applicant/Owner: Corey Stevens

Agents: Mickey Vuksinich/Muddy's Hot Cup, and Stanley Elcock, P.E.

File Number: 090-027-DR-Amend (previous files: 089-025-DR; 078-064-DR; 978-041-VCW; 978-040-V; 978-031-DR)

Zoning: Commercial General (CG) with a Neighborhood Conservation Area (:NCA) Combining Zone (CG:NCA).

General Plan: Commercial-General (C-G)

Environmental: A §15301 Existing Facilities, Class 1, California Environmental Quality Act (CEQA) exemption may be considered for the project. Note: CEQA §15300.2(f) Historic Resources - a categorical exemption shall not be used for a project that may cause a substantial adverse change in the significance of an historical resource.

Staff Recommendation: Staff recommends that the project be approved with conditions of approval as proposed by the Commission, and based on findings made by the Commission. Staff recommends approval on condition that the applicant provides revised plans that reflect Commission recommendations from the 10-28-09 HDRC hearing, and that HDRC project approval is conditional on the applicant obtaining a Minor Use Permit for the project.

Recommended Findings: The Commission finds that the revised project, received and date stamped November 2, 2009, and with conditions as approved by the Historic and Design Review Commission, will be compatible with existing potential historic resources on the property, and with other commercial buildings and structures located in the surrounding Arcata Heights Neighborhood Conservation Area.

Recommended Conditions: That the Commission consider approving the project with the following conditions of approval:

The applicant shall submit revised plans, for review and approval by the Commission, that reflect Commission recommendations from the October 28, 2009 HDRC hearing, and include the following:

1. Locate the rear yard fence for the existing residence in a straight line from north to south property boundaries;
2. Locate the solid waste and recycling enclosure, and storage area to the south and along the east side of the revised rear fence location per HDRC recommendations;

3. Solid waste and recycling enclosure shall be setback (minimum 3-5-feet) to meet Arcata Land Use Code side yard setback requirements;
4. Replace the front vending structure with a landscaped planter per HDRC recommendations.
5. The applicant shall apply for a Minor Use Permit for proposed exemptions to Arcata Land Use Code development standards relating to off-street parking and encroachment of the deck into the front setback area. Project approval for Design Review Permit Amendment (File # 090-027-DR-Amend) shall be conditional on the applicant receiving a Minor Use Permit within four (4) months from the effective date of approval of this Design Review Permit Amendment. If the Minor Use Permit is not approved within four (4) months, this Design Review Permit Amendment # 090-027-DR-Amend will be considered void.

3. Project. Parker industrial building. Review and take action on proposed construction of an approximately 6,000 square foot (sf), metal industrial building located in the West End Road industrial area. Proposed 25 foot tall building would comprise about 5,000 sf for light manufacturing use, and an office area of about 1,000 sf. Several buildings, structures and materials exist on the property: a 4000 sf, 25-foot high metal building and a 2,400 sf building used for light manufacturing; a 1,080 sf office building; a canopy structure; tank, and; large stockpiled dirt area. Applicant has provided off-street parking for 14 vehicles and landscaping plant list. The project was referred to the city's Public Works (PW) department for review of existing drainage/flooding issues on the property and surrounding industrial area. The applicant submitted a preliminary drainage plan and R2 Soils Report for City Engineer review and comments. Any approval of this project would be conditional on the applicant satisfactorily complying with the city's PW requirements and standards. Staff also recommends that project review include: solar access/efficiency; bicycle parking facilities; lighting; solid waste/recycling area; landscaping; paving, and; future signage.

Location: 4701 West End Road

Assessor's Parcel Number: 507-121-025

Owner/Applicant: Rich Parker

Agents: Sarah Atkins/Atkins Drafting, and Josh McKnight, P.E.

File Number: 090-002-DR

Zoning & General Plan: Limited Industrial (IL)

Environmental: A §15303 New Construction, Class 3, California Environmental Quality Act (CEQA) exemption may be considered for the project.

Staff Recommendation: Staff recommends that the project be approved, or with conditions as proposed by the Commission. Staff recommends that the Commission consider the following: bicycle parking facilities; provision of skylights and/or translucent panels to improve the building's passive solar access and meet city solar access/energy efficiency policies and standards; outdoor security lighting, solid waste/recycling area; future signage, and; review of existing and proposed landscaping and screening on the property. Extent of paving on the site should be clearly defined. Staff recommends that approval should be conditioned on project compliance with city Public Works department requirements, including stormwater and utility infrastructure, erosion control/pollution device measures as applicable, and circulation.

Recommended Findings: None.

Recommended Conditions: None, or with recommended conditions of approval as proposed by the Commission that may be as follows:

That the Commission approve the project with the following conditions of approval:

1. Project shall comply with city of Arcata Public Works Department requirements, conditions of approval and city and state standards relating to drainage/stormwater infrastructure, utilities and public services, erosion control and pollution control measures, and parking and circulation.

2. Prior to issuance of building permit, revised plans shall be submitted and include the following:
 - a) Provide skylights and/or translucent roof panels in the building, including for the office area, to improve the building's natural daylight and passive solar access, in accordance with city solar access and energy efficiency policies and standards.
 - b) Provide bicycle parking facilities to meet Arcata Land Use Code (LUC) §9.36.060 Parking and Loading standards. The number of bicycle parking spaces shall comply with LUC §9.36.060 standards (50 percent of vehicle parking spaces).
 - c) Paving and screening for parking lot and site shall meet Arcata LUC §9.36 parking and loading standards, including parking lot screen landscaping and LUC §9.34 landscaping standards. Extent of paving on the site should be clearly defined. Areas of paving/parking should be constructed of permeable materials where applicable and meet city standards.
 - d) Provide details of security lighting including locations, height and wattage. Lighting shall be shielded, low wattage and energy efficient in accordance with city lighting and energy efficient standards.
 - e) Future locations for signage if applicable shall be noted on the plans.

B. New Projects.

1. **Project. Arcata Liquors siding.** Review and take action on proposed new siding for the east-facing wall of the Arcata Liquors building on the Arcata Plaza. Project proposes to install 4 by 8-foot Hardipanel siding on the building's first floor level, up to the level of second floor windows, and 1 by 8-foot Hardi-plank lap siding on the second floor portion of the wall. Project proposes to use faux-wood grained Hardiplank "select Cedarmill" lap siding and Hardipanel "Sierra 8 Vertical siding panels, and painted to match the existing building. Project would replace existing composite shingle/tar paper siding materials. A portion of the east wall surrounding an outdoor structure on the Everett's Club property consists of the Hardipanel material that is the proposed siding for the building's first floor. Project proposes no change to existing vertical hung windows located on the east wall of the building's second floor. Property is located in the local Arcata Plaza Historic District.

Location: 789 9th Street

Assessor's Parcel Number: 021-106-001

Owner/Applicant: Todd Notham

Agent: Pat McDonald/Pacific Builders

File Number: 090-029-DR

Zoning: Central Commercial (CC) with a Plaza Area (:PA) Combining Zone (CC: PA).

General Plan: Commercial Central (CC); Arcata Plaza Area Historic District

Environmental: A §15301, Existing Facilities, Class 1, California Environmental Quality Act (CEQA) exemption may be considered for this project. Note: CEQA §15300.2(f) Historic Resources - a categorical exemption shall not be used for a project that may cause a substantial adverse change in the significance of an historical resource.

Staff Recommendation: Staff recommends that the project be approved with conditions of approval as proposed by the Commission and based on findings made by the Commission. Staff recommends that the project uses smooth finish siding materials, particularly for siding on the second floor level, and include a belt course or band of boards with trim detailing, located at the building's second floor level (not at window sill level) to provide a transition between different siding materials. An alternative may be to provide smooth finish Hardipanel, or other recommended material per the Commission, for the upper floor to match the existing building. Clean up and/or consolidation of existing utility infrastructure located on the east wall is also recommended.

Recommended Findings: The Commission finds that the proposed project, with conditions, will be compatible with the existing building on the property and other commercial buildings and structures located in the surrounding Plaza Area Historic District. The Commission finds that the proposed siding, with conditions relating to materials and building detailing will be appropriate in design, materials and character with the existing building and other structures on the property and with the character of buildings in the surrounding local historic district.

Recommended Conditions: None, or with conditions as recommended by Staff. Staff recommends that the Commission consider approving the project with the following conditions of approval:

Prior to issuance of building permit, the applicant shall provide the following:

1. Replacement siding for the east wall of the building shall consist of smooth Hardiplank materials. Siding materials, for the building's second floor, shall not have a faux-wood grained or grooved finish.
2. As an alternative to condition 1 and per Commission recommendations, provide smooth-finish (not faux-wood grain or grooved) Hardipanel siding at the second floor level to match siding materials found elsewhere on the building. Trim detailing and paint shall match the existing building.
3. Provide a belt course or band of boards with trim detailing located at the building's second floor level to define building floor levels and provide a finished transition between different siding treatments.
4. Retain and maintain the existing window surround trim of upper floor windows.
5. Recommend clean up and/or consolidation of existing utility infrastructure located on the east wall of the building.

VII. BUSINESS ITEMS.

VIII. CORRESPONDENCE.

IX. ATTENDANCE FOR 2009 HDRC MEETINGS.

	1-14-09	1-28-09	2-11-09	2-25-09	3-11-09	3-25-09	4-08-09	4-22-09	5-12-09 (S)	5-13-09	5-27-09	6-10-09	6-24-09	7-08-09	7-14-09 (S)	7-22-09	8-12-09	8-26-09	09-09-09	09-23-09	10-14-09	10-28-09					
CH: John Barstow	X	X	X	X	X	X	X	X	X	X	X	X	X	X	O	X	X	X	X	X	X	X	O				
Wayne Hawkins	X	X	X	X	X	X	X	O	X	X	X	X	X	X	X	O	X	X	O	X	X	X					
V-CH: Janette Heartwood													X	X	X	X	X	X	X	X	X	X					
Stephen Layton	X	X	X	X	O	X	X	X	X	X	X	O	X	X	X	X	X	X	X	X	X	X	O				
Susan McPherson	X	X	X	X	X	X	X	X	X	X	X	X	X	X	O	X	X	X	X	X	X	X	X				
Jeff Nagan								X	X	X	X	X	X	O	X	X	X	X	X	O	X	X					

Note: CH = Chair John Barstow; V-CH = Vice Chair Janette Heartwood. Staff Liaison: Michael Mullen
 X = present; O = absent; * = no meeting; S = special meeting (not considered regular attendance).
 Per Section 2204.B of the Arcata Municipal Code, "If any member of a commission is absent for four regularly scheduled meetings in a calendar year, the secretary to the commission shall certify that fact to the Council and the Council shall thereafter declare the position on the commission to be vacant."

X. COMMISSION / STAFF COMMUNICATIONS.

- A. Continued discussion regarding HDRC meeting format.

XI. ADJOURNMENT.