



HISTORIC LANDMARKS BOARD AGENDA

REGULAR MEETING

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

MEETING DATE: Wednesday, November 14, 2012
MEETING TIME: 6:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

Morgan Pierce, Chair, Vicki Nichols, Secretary, Carolyn Kiernat, and John McCoy

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA

3. APPROVAL OF AGENDA

4. NEW BUSINESS- None

5. OLD BUSINESS-

A. NOTEWORTHY STRUCTURES LIST

PROJECT: On-going discussion regarding the preparation of DPR 523 forms regarding structures listed on the City's Noteworthy Structures List.

6. APPROVAL OF MINUTES- July 25, 2012; September 12, 2012; September 26, 2012; October 1, 2012; October 4, 2012; October 9, 2012; October 15, 2012; October 24, 2012

7. COMMUNICATIONS-

- A. 50-Year Review Memo Distribution**
- B. Staff Communications**
- C. HLB Communications**

**ADJOURNMENT OF MEETING TO WEDNESDAY, NOVEMBER 28, 2012
IN THE CONFERENCE ROOM**

APPEALS: Any decision of the Historic Landmarks Board may be appealed by filing an appeal form and the required appeal fee with the Community Development Department within ten (10) calendar days of the date of the decision. If you challenge a decision of the Historic Landmarks Board in court you may be limited to raising only those issues you or someone else raised at the hearing or on appeal to the Planning Commission and City Council.

SPECIAL NEEDS: In compliance with the Americans with Disabilities Act (29 CFR 35.102-35.104 ADA Title 11), if you need special assistance to participate in this meeting, please contact the Community Development Department at 289-4128. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

AGENDAS are available on the Friday prior to the Historic Landmarks Board meeting at the City Hall entrance at 420 Litho Street.



City of Sausalito
Community Development Department
420 Litho Street
Sausalito, CA 94965
(415) 289-4128
www.ci.sausalito.ca.us



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **Draft**

MEETING DATE: Wednesday, July 25, 2012
MEETING TIME: 5:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 5:32PM. Board members McCoy, Nichols, Kiernat, and Flavin. Board member Pierce was absent. Assistant Planner Burns and Thornberry-Assef were also present. Members of the public included Eric Long and Ryan Moore.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. NEW BUSINESS

A. WELLS FARGO/ 715 BRIDGEWAY

The HLB conducted a study session to review the proposed ATM replacement at the Wells Fargo bank. The HLB concluded that they support the ATM replacement. The project will be scheduled for a joint HLB-Planning Commission public meeting.

5. OLD BUSINESS-

A. HORIZONS/ 558 BRIDGEWAY

The HLB conducted a study session to review the proposed project modifications to the Horizons building. The HLB provided direction to the applicant to provide plans which show the evolution of the building throughout its time and how the proposed changes compare to the original approval.

6. APPROVAL OF MINUTES- None

7. COMMUNICATIONS- None

Meeting Minutes Approved:

Secretary

Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **Draft**

MEETING DATE: Wednesday, September 12, 2012
MEETING TIME: 6:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:34PM. Board members McCoy, Nichols, and Kiernat were present. Board member Pierce was absent. Associate Planner Burns was also present. Members of the public included Cheryl Pop, Tom Campagna, Chris Gallagher, Tom Demonte, and Oonagh Kavanagh.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. NEW BUSINESS-

A. CHAMBER KIOSK/ FOOT OF EL PORTAL

The HLB conducted a study session regarding the installation of a new ATM within the Chamber of Commerce Information Kiosk. The HLB concluded that they support the ATM replacement. The project will be scheduled for a joint HLB-Planning Commission public meeting.

B. GALANTE ADDITION/ 30 EXCELSIOR AVE.

The HLB conducted a 50-year review for the property at 30 Excelsior Avenue. The HLB concluded their review by stating that based on the information available to the HLB, the building is not considered to be historically significant. As such, the HLB made the following findings:

1. Is the structure associated with events that have made a significant contribution to the broad patterns of the history, culture, or heritage of Sausalito, California, or the United States? Such structures may include but are not limited to civic structures, properties featured in publications, and sites where significant events occurred.

The board finds No Significance under this criterion.

2. Is this structure associated with the life or lives of one or more people important in our past? Such structures may include but are not limited to homes of prominent persons and places referenced by prominent persons.

The board finds No Significance under this criterion.

3. Does the structure embody the distinctive characteristics of a type, period, region, or method of construction, or represent the work of an important creative individual, or possess high artistic values? Such structures may include but are not limited to exceptional examples of architecture or an architect's work; more ordinary examples of such work are emblematic of a particular style or era; and any works by prominent creative individuals.

The board finds Low Significance under this criterion.

4. Has the structure yielded, or may it be likely to yield, information important in prehistory or history? Such structures may include but are not limited to archeological sites.

The board finds **No Significance** under this criterion.

Based on the findings, the HLB determined that the existing residence is not considered to have historic significance.

5. OLD BUSINESS-

A. HISTORIC PRESERVATION REGULATIONS UPDATE

Staff planner Burns presented a copy of the updated RFP for a consultant to update the City's Historical Preservation Regulations. The HLB provided comments that will be reflected in the final RFP.

B. NOTEWORTHY STRUCTURES LIST

The HLB continued the review of this item to a future date.

6. APPROVAL OF MINUTES-

May 30, 2012 minutes approved as amended
June 4, 2012 minutes approved as amended
June 25, 2012 minute approved
July 11, 2012 minutes approved

7. COMMUNICATIONS

A. Future Agenda Items & Special Meetings(i.e., CEQA Update, Noteworthy Structures Project)

The HLB requested a future agenda item regarding the expectation of reporting regarding the 50-year review process, including but not limited to timelines, thresholds for review, options for allowing applicants to hire a consultant, etc.

B. Staff Communications- None

C. HLB Communications- None

Meeting Minutes Approved:

Secretary

Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **Draft**

MEETING DATE: Wednesday, September 26, 2012
MEETING TIME: 6:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:30. Board members Nichols, Pierce, and Kiernat were present. Board member McCoy was absent. Associate Planners Burns and Schinsing were present. Members of the public included Edward Llora and Chris Henry.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- *The agenda was unanimously approved to be modified to allow Old Business Agenda Item 5.B to be reviewed first.*

4. NEW BUSINESS- None

5. OLD BUSINESS-

B. THE BARREL HOUSE/660 BRIDGEWAY

The HLB conducted a study session regarding modifications to a previously approved commercial project located in the Downtown Historic Overlay Zoning District. Staff Planner Schinsing gave a brief presentation regarding the proposed modifications, primarily related to the relocation and screening of mechanical equipment. Project architect Edward Llora and property owner Chris Henry also provided additional project information and responded to HLB member questions.

The HLB study session review of the project was continued to a special meeting scheduled for Monday, October 1, 2012 to review the story poles and materials.

A. PLAZA VINA DEL MAR

The HLB conducted a study session regarding the previously continued accessibility improvements for the Plaza Vina Del Mar. Staff Planner Burns provided a brief background on the Plaza Vina Del Mar accessibility improvement project. The HLB reviewed the project, project alternatives, and materials. The HLB generally suggested that they were concerned with the proposed brick and suggested a materials that had a larger texture, such as concrete, which was more similar to the original materials used for the Plaza and the bandstand.

The joint HLB-Planning Commission meeting was scheduled to be reviewed on October 3, 2012.

C. NOTEWORTHY STRUCTURES LIST

The HLB agreed to review the DPR 523 forms prepared for O'Connell's Seat, the Silva House, and the Tyrell Cottage and provide comments at the next regularly scheduled HLB meeting.

6. APPROVAL OF MINUTES- None

7. COMMUNICATIONS

There was no special communications.

Meeting Minutes Approved:

Secretary

Date

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **Draft**

MEETING DATE: Monday, October 1, 2012
MEETING TIME: 7:45AM
LOCATION: 660 Bridgeway

1. CALL TO ORDER

The HLB meeting convened at 7:50am. Board members Nichols, Pierce, McCoy and Kiernat were present. Associate Planner Lilly Schinsing was present. Members of the public included Edward Llorca and Chris Henry.

A. HENRY COMMERCIAL BUILDING RENOVATIONS STUDY SESSION

The HLB conducted a field visit study session regarding modifications to a previously approved commercial project located in the Downtown Historic Overlay Zoning District. The HLB discussed the proposed rooftop modifications include the proposed extension of the northern and southern screens. Project architect Edward Llorca and property owner Chris Henry provided additional project information and responded to HLB member questions. The HLB directed the applicant to install mock-up screens to demonstrate the proposed positioning of the mechanical screens.

The HLB study session review of the project was continued to a special meeting scheduled for Thursday, October 4, 2012 to continue the review of the mock-ups.

Meeting Minutes Approved:

Secretary

Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **Draft**

MEETING DATE: Thursday, October 4, 2012
MEETING TIME: 7:45AM
LOCATION: 660 Bridgeway

1. CALL TO ORDER

The HLB meeting convened at 7:45am. Board members Nichols, Pierce, and McCoy were present. Board member Kiernat was absent. Associate Planner Lilly Schinsing was present. Members of the public included Chris Henry.

A. HENRY COMMERCIAL BUILDING RENOVATIONS STUDY SESSION

The HLB conducted a field visit study session regarding modifications to a previously approved commercial project located in the Downtown Historic Overlay Zoning District. The HLB discussed the proposed rooftop modifications include the proposed extension of the northern and southern screens. Property owner Chris Henry described the mock-up screens pursuant to the HLB direction at the October 1, 2012 HLB meeting and responded to HLB member questions. The HLB directed the applicant to reposition the mock-up screens so that the north and south screens were symmetrical. The HLB indicated that they would independently inform staff if the screens were positioned to their satisfaction. If any HLB member had concerns regarding the screens the HLB would reconvene to discuss the positioning.

Meeting Minutes Approved:

Secretary

Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **Draft**

MEETING DATE: Tuesday, October 9, 2012
MEETING TIME: 7:45AM
LOCATION: 660 Bridgeway

1. CALL TO ORDER

The HLB meeting convened at 7:50am. Board members Nichols, Pierce, McCoy and Kiernat were present. Associate Planner Lilly Schinsing was present. Members of the public included Edward Llorca and Chris Henry.

A. HENRY COMMERCIAL BUILDING RENOVATIONS STUDY SESSION

The HLB conducted a field visit study session regarding modifications to a previously approved commercial project located in the Downtown Historic Overlay Zoning District. The HLB discussed the repositioning of the northern and southern screens and directed the applicant to re-position the screens in the field.

The project will be scheduled for a joint HLB-Planning Commission public meeting.

Meeting Minutes Approved:

Secretary

Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **Draft**

MEETING DATE: Wednesday, October 15, 2012
MEETING TIME: 7:30PM
LOCATION: Plaza Vina Del Mar- 700 Block of Bridgeway

1. CALL TO ORDER

The HLB meeting convened at 7:35AM. Board members Pierce and Nichols were present. Board members McCoy and Kiernat were absent. Planning Commissioners Werner, Graef, Keegin, and Cox were present. Planning Commissioner Bair was absent. Associate Planner Heidi Burns and Staff Engineer Andy Davidson were also present.

A. PLAZA VINA DEL MAR MATERIALS AND COLORS STUDY SESSION

Members of the Historic Landmarks Board and the Planning Commission met at the Plaza Vina Del Mar to review colors and materials regarding the accessibility improvement project currently under consideration. No formal action was taken and the meeting was continued to a Special meeting scheduled for October 17, 2012.

Meeting Minutes Approved:

Secretary

Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **Draft**

MEETING DATE: Wednesday, October 17, 2012
MEETING TIME: 6:30PM
LOCATION: Council Chambers, 420 Litho Street

The meeting was cancelled due to a lack of Historic Landmarks Board quorum.

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128 **Draft**

MEETING DATE: Wednesday, October 24, 2012
MEETING TIME: 6:30PM
LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:30. Board members Pierce, McCoy, and Kiernat were present. Board member Nichols arrived at 6:32. Associate Planner Burns and Assistant Planner Thornberry-Assef were present. Members of the public included Gordon Atkinson.

2. PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- None

3. APPROVAL OF AGENDA- Approved

4. NEW BUSINESS

A. NEW ACCESSIBLE ENTRY/ 589 BRIDGEWAY (HLB 12-067)

The HLB conducted a study session regarding accessibility improvements for to a contributing building located within the Downtown Historic Overlay Zoning District. The project was proposing to demolish what appears to be an original clinker-brick wall located on the property line fronting the building. The HLB requested the project architect provide project alternatives in order to eliminate or reduces the need to impact the existing wall. The HLB also directed the project architect to refer to National Park Service Preservation Brief regarding accessibility, as well as other resources which may aid in determining project alternatives.

5. OLD BUSINESS-

A. NOTEWORTHY STRUCTURES LIST

The HLB agreed to review the DPR 523 forms prepared for O'Connell's Seat, the Silva House, and the Tyrell Cottage and provide comments at the next regularly scheduled HLB meeting.

6. COMMUNICATIONS-

Staff Planner Burns requested the HLB to prepare 50-year memo for 140 Bulkley and 68 Central Avenue. Board members Pierce and Nichols agreed to prepare the memo for 140 Bulkley and Board members Kiernat and McCoy agreed to prepare the memo for 68 Central Avenue. Both memo's will be due to staff on Wednesday, November 21, 2012.

Staff Planner Burns also handed out a deliverable schedule for 50-year memos as it relates to regularly scheduled HLB meeting dates (see attached).

Meeting Minutes Approved:

Secretary

Date

**CITY OF SAUSALITO
2012 HISTORIC LANDMARKS BOARD
50-YEAR MEMO PACKET SCHEDULE**

MEETINGS CONVENE IN CITY HALL CONFERENCE ROOM AT 420 LITHO STREET, SAUSALITO CA 94965

	50-YEAR MEMO DUE DATE		HLB MEETING DATE	
NOVEMBER	Thursday November 8	Wednesday November 21	Wednesday November 14	Wednesday November 28
DECEMBER	Thursday December 6		Wednesday December 12	