



HISTORIC LANDMARKS BOARD MINUTES

Community Development Department | 420 Litho Street | Sausalito, CA 94965 / 415-289-4128

MEETING DATE: Wednesday, January 22, 2014

MEETING TIME: 6:30 PM

LOCATION: City Hall Conference Room, 420 Litho Street, Sausalito

JOINT MEETING WITH PLANNING COMMISSION

Historic Landmarks Board Chair Pierce called the meeting to order at 6:33 p.m.

Present: Chair Morgan Pierce, Secretary John McCoy, Board Member Bernard Feeney,
Board Member Carolyn Kiernat

Absent: Board Member Natascha Frasier

Public Hearings

Declarations of Planning Commissioner Public Contacts

Commissioner Nichols disclosed that she visited the site regarding Palmira Investments (Item 3).

- 1. DR 13-322, Design Review Permit, Levin, 168 Harrison Avenue.** Design Review Permit for a 6 foot high, black metal, vertical rail fence on the perimeter of the residential property (aka Tanglewood) on the City's Local Historic Register at 168 Harrison Avenue (APN 065-091-10).

The public hearing was opened.

Contract Planner Padovan provided a PowerPoint presentation on the project.

Planning Commission and HLB questions for staff followed.

The public testimony period was opened.

The applicant's representative, Mark Hulbert of Preservation Architecture, made a presentation.

Planning Commission and HLB questions for Mr. Hulbert and applicant Asriel Levin followed.

Staff comments followed.

Public Comments:

Proponents:

Stan Deck

Opponents:

None.

The public testimony period was closed.

Planning Commission and HLB comments followed.

HLB Chair Pierce moved and Board Member McCoy seconded a motion to approve a Design Review Permit for 168 Harrison Avenue, subject to the following amended Conditions of Approval:

- **A landscape plan for the replacement of shrubs that are removed along the perimeter of the property shall be submitted to the Community Development Department for review and approval. The replacement landscape plan shall be based upon the Master Landscape Plan**
- **All planting along the fence line shall be installed within 60 days of completion of the fence.**
- **The gates on Bulkley and Harrison shall be retained. Variable fencing shall be permissible along Harrison and the rest of the property shall be encircled with a consistent height fence.**

The motion passed 4-0.

Commissioner Cleveland-Knowles moved and Vice-Chair Werner seconded a motion to approve a Design Review Permit for 168 Harrison Avenue, subject to the same amended Conditions of Approval approved by the HLB.

The motion passed 5-0.

The public hearing was closed.

- 2. DR/NC 10-377, Design Review Permit, Non-Conformity Permit, CMSC Ventures, LLC, 801 Bridgeway.** Design Review Permit to allow the after-the-fact demolition of an outbuilding and modification of the previously approved landscape and hardscape plan for the Casa Madrona Hotel at 801 Bridgeway (APN 065-063-46).

The public hearing was opened.

Associate Planner Heidi Scoble provided a PowerPoint presentation on the project.

Planning Commission and HLB questions for staff followed.

The public testimony period was opened.

The applicant, Scott Maas of Safdie Rabines Architects, made a presentation.

Planning Commission and HLB questions to Mr. Maas followed.

Public Comments: **None.**

The public testimony period was closed.

Planning Commission and HLB comments followed.

HLB questions to staff followed.

The public testimony period was reopened.

The applicant, Scott Maas of Safdie Rabines asked questions of the HLB.

The public testimony period was closed.

The Planning Commission determined an after-the-fact Variance from building height is required to address the connection of the William Barrett House and the Villa Madrone.

HLB Board Member Kiernat moved and Chair Pierce seconded a motion to continue the public hearing to a date uncertain in order to allow the applicant to update the National Register Nomination form for the William Barrett House to evaluate the following:

- Demolition of the accessory outbuilding;
- Project modifications of the William Barrett House; and
- New landscape features.

The motion passed 4-0.

Vice-Chair Werner moved and Chair Cox seconded a motion to continue the public hearing to a date uncertain, consistent with the direction stated by the HLB.

The motion passed 5-0.

The public hearing was closed.

HLB Member McCoy moved and Member Kiernat seconded a motion to adjourn the HLB meeting.

The motion passed 4-0.

Meeting Minutes Approved:

Secretary John McCoy

Date

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HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

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

MEETING DATE: Wednesday, February 12, 2014

MEETING TIME: 6:30PM

LOCATION: Conference Room, 420 Litho Street, Sausalito

1. CALL TO ORDER

The HLB meeting convened at 6:30PM. Board members Pierce, Feeney, McCoy, and Fraser were present. Board member Kiernat was absent. Associate Planner Scoble was also present. Members of the public included Tara Sullivan, Martha Miller, Brian Ricklings, Scott Maas, Mike Monsef, representatives of the Venice Gourmet, Angelino's, and the Bridgeway Bakery.

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

3. APPROVAL OF AGENDA- Approved

4. OLD BUSINESS-

A. HISTORIC PRESERVATION REGULATIONS UPDATE

The City's historic preservation consultants, Dyett and Bhatia, as represented by Martha Miller and Tara Sullivan, conducted a discussion with the HLB regarding the City's current historic preservation regulations and recommendations regarding modifications to the regulations.

B. PARKLETES

The HLB conducted a study session regarding the proposed parklets. The HLB suggested the use of the proposed metal rail should be reconsidered and that landscape planters be considered as an alternative.

5. OLD BUSINESS-

A. CASA MADRONA/ 801 BRIDGEWAY

The HLB provided the following direction to the applicant:

1. The National Register Nomination forms for the William Barrett House will need to be submitted to the California Office of Historic Preservation for review prior to listing the information in the California Historic Resources Information Systems data base. The use of Continuation Forms may be utilized for the purposes of returning back to a joint HLB-Planning Commission public hearing.
2. The HLB will consider the proposed condensing units provided the information regarding the condensing units is shown on the plans to be reviewed by the HLB and the Planning Commission. The plans shall include the location of adjacent residences, the location of the proposed condensing units, screening details, material details, and specification sheets for the condensing units. Staff further directed the applicant to utilize the State of California noise standards when analyzing any noise impacts associated with the condensing units and its impacts on adjacent properties.

6. APPROVAL OF MINUTES- Approved as amended.

7. COMMUNICATIONS- Staff planner Scoble distributed a request for a 50-year memo for 608 Locust Road. Chair Pierce and Board member Fraser agreed to prepare the memo.

Meeting Minutes Approved:

Secretary

Date

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HISTORIC LANDMARKS BOARD MINUTES

Community Development Department | 420 Litho Street | Sausalito, CA 94965 / 415-289-4128

MEETING DATE: Wednesday, February 26, 2014

MEETING TIME: 6:30 PM

LOCATION: City Hall Conference Room, 420 Litho Street, Sausalito

JOINT MEETING WITH PLANNING COMMISSION

Historic Landmarks Board Chair Pierce called the meeting to order at 6:32 p.m.

Present: Chair Morgan Pierce, Board Member Bernard Feeney,
Board Member Natascha Fraser

Absent: Secretary John McCoy, Board Member Carolyn Kiernat

Public Hearings

Declarations of Planning Commissioner Public Contacts

None.

1. **DR/SP 13-197, Design Review Permit, Sign Permit, City of Sausalito.** Design Review Permit and Sign Permit for the installation of six Wayfinding signs located within the public right-of-way at the following locations:
 - . Bridgeway/Princess Street
 - a. Ferry Landing
 - b. Bridgeway/Johnson Street
 - c. Bridgeway/Ensign St./San Carlos Avenue/Caledonia Street
 - d. Ice House – Bridgeway/Bay Street
 - e. Dunphy Park – Bridgeway/Napa Street

The public hearing was opened.

Associate Planner Scoble provided a PowerPoint presentation on the project.

Planning Commission and HLB questions for staff followed.

The public testimony period was opened.

The applicants, Jonathan Goldman, City of Sausalito Public Works Director, and Oonagh Kavanaugh, City of Sausalito Chamber of Commerce Chief Executive Officer, made a PowerPoint presentation.

Planning Commission and HLB questions to Ms. Kavanaugh and Mr. Goldman followed.

Public Comments:

Proponents:

Kim Huff
Christopher Holbrook
Female (unintelligible name)
Adam Krivatsy
Yoshi Tome
Farid Najibi (phonetic)
Adam Driver
Michaela Jump
Peggy Day
Brian Shayer (phonetic)
Bob Freeman
Aness Pogni
Katya Wittenstein
Daniel Howes
Lorna Newlin
Jeff Scharosch

Opponents:

None.

The public testimony period was closed.

Planning Commission and HLB comments followed.

Planning Commission and HLB questions to staff followed.

Planning Commission and HLB comments followed.

HLB Chair Pierce moved and Board Member Fraser seconded a motion to continue the public hearing regarding the Wayfinding Sign Program to a date uncertain at which time the applicant will present a refined sign design along with locations.

HLB questions to the Planning Commission and staff followed.

HLB comments followed.

The motion passed 3-0.

Commissioner Keegin moved and Vice-Chair Werner seconded a motion to continue the public hearing regarding the Wayfinding Sign Program to a date uncertain at which time the applicant will present refined sign design along with locations.

Planning Commission comments followed.

The motion passed 3-2 (No – Nichols and Cleveland-Knowles)

The public hearing was closed.

Chair Cox moved and Commissioner Keegin seconded a motion to continue the public hearings for 509 Johnson Street (Item 4) and 206 Third Street (Item 5) to the meeting of March 12, 2014.

The motion passed 5-0.

2. **CDD 13-117, Bridgeway Parklet, City of Sausalito, 621-633 Bridgeway.** Conversion of approximately 105 linear feet of public parking spaces within the public right-of-way on the west side of Bridgeway into a parklet with 18 dining tables fronting the existing restaurants and delicatessen at 621, 625, 629 and 633 Bridgeway (APNs 065-132-01, 02 and 03).

The public hearing was opened.

Contract Planner Padovan provided a PowerPoint presentation on the project.

Planning Commission and HLB questions for staff followed.

The public testimony period was opened.

The applicant, Mike Monsef, made a presentation.

Planning Commission and HLB questions for Mr. Monsef followed.

Public Comments:

Proponents:

George Homtalas
Pasquale Ancona

Opponents:

None.

The public testimony period was closed.

HLB questions for staff followed.

Planning Commission and HLB comments followed.

The public hearing was closed.

Chair Cox moved and Vice-Chair Werner seconded a motion to continue the public hearing for 755 Bridgeway (Item 3) to the next joint meeting of the Planning Commission and Historic Landmarks Board.

The motion passed 5-0.

HLB Chair Pierce moved and Board Member Fraser seconded a motion to continue the public hearing for 755 Bridgeway (Item 3) to the next joint meeting of the Planning Commission and Historic Landmarks Board.

The motion passed 3-0.

Old Business

None.

New Business

None.

Communications

- **Staff: Community Development Director Grayes reviewed items on the City Council's upcoming meeting agenda.**

HLB Chair Pierce moved and Board Member Fraser seconded a motion to adjourn the HLB meeting.

The motion passed 3-0.

Meeting Minutes Approved:

Secretary John McCoy

Date

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HISTORIC LANDMARKS BOARD MINUTES

Community Development Department | 420 Litho Street | Sausalito, CA 94965 / 415-289-4128

MEETING DATE: Wednesday, March 26, 2014

MEETING TIME: 6:30 PM

LOCATION: City Hall Conference Room, 420 Litho Street, Sausalito

JOINT MEETING WITH PLANNING COMMISSION

Historic Landmarks Board Chair Pierce called the meeting to order at 6:34 p.m.

Present: Chair Morgan Pierce, Secretary John McCoy,
Committee Member Barnard Feeney

Absent: Committee Member Carolyn Kiernat,
Committee Member Natascha Frasier

Public Hearings

Declarations of Planning Commissioner Public Contacts

Chair Cox disclosed that she had met with Martin Bernstein and conducted a site visit regarding the Figel Residence (Item 2).

Commissioner Keegin disclosed that he had met with Martin Bernstein and reviewed his plans regarding the Figel Residence (Item 2).

Commissioner Cleveland-Knowles disclosed that she had telephone contact with Martin Bernstein regarding the Figel Residence (Item 2).

- 1. Historic Preservation Regulations Update, City of Sausalito.** Discussion of *Issues and Options Memorandum* with representative from Dyett & Bhatia.

The public hearing was opened.

Community Development Director Graves provided a presentation.

Consultant Tara Sullivan of Dyett & Bhatia provided a PowerPoint presentation.

Planning Commission questions to Mr. Graves and Ms. Sullivan followed.

Planning Commission and HLB comments followed.

The public testimony period was opened.

Public Comment:

None.

The public testimony period was closed.

Planning Commission comments included.

- The regulations should be made easier to read, as noted in Recommendation 1.
- The recommendations should be prioritized.
- The parties responsible for implementation (e.g., applicant, staff, etc.) should be identified.
- Limitations of resources (e.g., funding and staff) should be considered and noted in the recommendations.
- A compendium of cross-references in the new regulations would be useful.
- Recommendation 1-D: the Planning Commission needs to continue to participate in the design review of historic properties.
- Recommendation 2-A: Support
- Recommendation 2-B: the applicant should be responsible for providing professionally-prepared research on potentially-historic resources.
- Recommendation 2-D: Opposed. Should be carefully reviewed.
- Recommendation 3-A: The Commission and HLB should be notified of staff administrative actions.
- Recommendation 3-B: Planning Commission should continue to review alterations to projects on the historic registers or located in historic overlay districts.
- Recommendation 3-C: City residency should continue to be required for HLB members. Training should be available at the member's expense.
- Recommendation 3-D: Reduced fees should not be provided.
- Recommendation 4-A: Who would conduct the surveys?
- Recommendation 4-C: This should be addressed outside of the regulation update.

The public hearing was closed.

The HLB meeting was adjourned at 8:00 p.m.

Meeting Minutes Approved:

Secretary John McCoy

Date



HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

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

MEETING DATE: Wednesday, May 14, 2014
MEETING TIME: 6:30PM
LOCATION: City Hall Conference Room, 420 Litho Street, Sausalito

CALL TO ORDER

The HLB meeting convened at 6:35 PM. Board Members Pierce, Feeney, McCoy and Fraser were present. Board member Kiernat was absent. Contract Planner Card, Assistant Planner Calvin Chan) were also present. Christopher Holbrook applicant for Studio 333 was also present.

PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- No public comments received

APPROVAL OF AGENDA- Approved, Vote: 4-0, 1 absent

1. NEW BUSINESS

- a. **MADRIGAL WINE TASTING /819 BRIDGEWAY (DR/SP 14-056) Pizza Trading Co. (Owner)** A Design Review Permit and Sign Permit to allow the use of an existing projecting sign at 819 Bridgeway (APN 065-063-24). This item was briefly discussed. It was noted the site is not within the Historic Overlay District, therefore no review by the HLB was warranted.
- b. **STUDIO 333 /803 BRIDGEWAY (DR/SP/13-162) Christopher Holbrook (Applicant) Casa Madrona (Owner)** A Design Review Permit and Sign Permit to allow a projecting sign and to allow two new wall signs for a business located at 803 Bridgeway (APN 065-063-15). The HLB conducted a study session, discussed the item and found the sign application is consistent with the Sign Ordinance regulations for the Historic Overlay Zoning District. However, it was noted that the applicant needs to provide more information regarding the sign materials and mounting hardware prior to the Planning Commission review

2. OLD BUSINESS

- a. **VALHALLA RESIDENTIAL CONDOMINIUMS / 201 BRIDGEWAY, 206 SECOND STREET (GPA/ZOA/PD/CC/EA 13-150) Alex Kashaf, DDS, MD (Applicant)** Review of the Valhalla Residential Condominiums memorandum prepared for HLB determining significance of Valhalla project design to determine compliance with the Secretary of Interior's Standards for Rehabilitation. It was noted by staff that the memorandum was not complete at this time. The item was continued to review the memorandum at the next HLB meeting.

3. COMMUNICATIONS

- a. **Appointment of Replacement HLB Member to Legislative Committee**
The HLB appointed Morgan Pierce to replace HLB member Kiernat to serve as the liaison for the HLB on the City's Legislative Committee
- b. **Approval of Minutes:** April 9, 2014; May 14, 2014 HLB meeting approved 4-0.
- c. **Staff Communication:** None
- d. **HLB Communications:** None

4. ADJOURNMENT: 7:50 PM

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

MEETING DATE: Wednesday, May 28, 2014

MEETING TIME: 6:30PM

LOCATION: City Hall Conference Room/ City Council Chambers , 420 Litho Street, Sausalito

The Joint Meeting of the Planning Commission and the HLB for the Wayfinding Sign Program was continued by the Planning Commission to the June 18, 2014 joint meeting.

CALL TO ORDER

The HLB meeting convened at 6:30 PM. Board Members Pierce, Feeney, McCoy and Fraser were present. Board member Kiernat was absent. Contract Planner Card, Assistant Planner Chan were also present.

PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA- *No public comments received*

APPROVAL OF AGENDA- *Approved, Vote: 4-0, 1 absent*

1. OLD BUSINESS

a. VALHALLA RESIDENTIAL CONDOMINIUMS / 201 BRIDGEWAY, 206 SECOND STREET (GPA/ZOA/PD/CC/EA 13-150) Alex Kashef, DDS, MD (Applicant) *Review of the Valhalla Residential Condominiums memorandum prepared for HLB determining significance of Valhalla project design to determine compliance with the Secretary of Interior's Standards for Rehabilitation. A brief presentation was made to HLB by the project applicant regarding the proposed changes to the project. At this time, the applicant is completing some minor changes to the project to conform to some of the recommendations of the HLB.*

2. COMMUNICATIONS

APPROVAL OF MINUTES- *None*

b. COMMUNICATIONS

- a.** *Staff Communication: None*
- b.** *HLB Communications: None*

3. ADJOURNMENT: 6:50 PM

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

MEETING DATE: Wednesday, June 11, 2014
MEETING TIME: 6:30 PM
LOCATION: City Hall Conference Room, 420 Litho Street, Sausalito

CALL TO ORDER

The HLB meeting convened at 6:30 PM. Chair Pierce, Secretary McCoy, Board Member Feeney, and Board Member Fraser were present. Board Member Kiernat has since resigned and her position is vacant. Assistant Planner Calvin Chan was present. Members of the public included Alex Kashef, project applicant for the Valhalla development application, representatives from Jazz Builders, Inc., project applicant for 19 Toyon's Design Review and Tree Removal Permit, and Tom Daniels, resident at 31 Toyon Lane.

PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA

No public comments received

APPROVAL OF AGENDA

Approved, Vote: 4-0

NEW BUSINESS

1. GRATTAN & McCURDY RESIDENCE – 19 TOYON (DR/TRP 13-273)

Jazz Builders, Inc. (Applicant)

Staff: Card

Christian Grattan & Lisa McCurdy (Owners)

DESCRIPTION: Design Review and Tree Removal Permit for the remodel of an existing single family residence into a two-story single-family residence

PROJECT: Conduct a 50-year review for the modification of a building that is older than 50-years

Chair Pierce recused himself from this portion of the meeting. Secretary John McCoy reviewed the 50-year memorandum prepared by the HLB for 19 Toyon. The project applicant corrected the owner's name to be "19 Toyon Partners LLC" instead of "Grattan & McCurdy." The HLB was provided with a correspondence from Tom Daniels, resident at 31 Toyon, in support of the determination that the building is historically significant. Mr. Daniels was concerned with the Design Review portion of the project and was advised by the HLB that the project's design aspects would be considered by the Planning Commission at a separate date. The HLB concluded their review by stating that based upon the information available, the building at 19 Toyon is not considered to be a significant local historic resource. As such, the HLB made the following findings for the building at 19 Toyon:

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. Vote: 3-0.

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. Vote: 3-0.

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 **Moderate Significance** under this criterion. Vote: 3-0.

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. Vote: 3-0.

Chair Pierce rejoined the HLB meeting at 7:00 PM.

2. CASA MADRONA – 801 BRIDGEWAY (DR 10-377) Modification

Safdie Rabines (Applicant)

Staff: Chan

DESCRIPTION: At the February 12, 2014 HLB meeting, the applicant was instructed by the HLB that the National Register of Historic Places Nomination Form must be revised and submitted to the California Office of Historic Preservation. The submission would require prior review by the HLB and upon approval, support from the HLB for the retroactive Demolition Permit for the Outbuilding would be granted. The final Occupancy Permit would also be conditioned on the proof of submittal of the Nomination Form to the California SHPO office.

RECOMMENDATION: Review revised Nomination Form and offer comments for edits, as necessary.

The HLB reviewed the Nomination Form and gave approval for the applicant to submit the revised form to the California Office of Historic Preservation. Vote: 4-0.

OLD BUSINESS

3. VALHALLA RESIDENTIAL CONDOMINIUMS – 201 BRIDGEWAY/206 SECOND STREET (GPA/ZOA/PD/CC/EA 13-150)

Alex Kashef, DDS, MD (Applicant)

Staff: Noble (PlaceWorks)

DESCRIPTION: Review of the Valhalla Residential Condominiums

RECOMMENDATION: Review memorandum prepared for HLB determining significance of Valhalla project design to determine compliance with the Secretary of Interior's Standards for Rehabilitation

The HLB reviewed the memorandum and approved it with the clarification that the text concerning the veranda brackets visible from the Bay could appear slightly less "curvy" stems from the Board's desire to see those elements be more reminiscent of the Valhalla's historical architecture wherein those brackets are more flat or rectilinear. This clarification is to be made before submittal of the memorandum to the Planning Commission. Vote: 3-0. Board Member Fraser abstained.

COMMUNICATIONS

STAFF COMMUNICATIONS

Staff requested an update on the status of several outstanding 50-year Memo requests to the HLB. The HLB provided dates for the completion of the memos.

HLB COMMUNICATIONS

The HLB discussed the potential to establish a Historic District Overlay for Toyon Terrace and other interest areas within the city. The HLB directed Staff to provide information regarding the procedures for establishing an overlay district.

ADJOURNMENT

The Meeting was adjourned at 7:30 PM. Vote 4-0.

Meeting Minutes Approved:

Secretary

Date

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HISTORIC LANDMARKS BOARD MINUTES

Community Development Department | 420 Litho Street | Sausalito, CA 94965 / 415-289-4128

MEETING DATE: Wednesday, June 18, 2014

MEETING TIME: 6:30 PM

LOCATION: City Hall Conference Room, 420 Litho Street, Sausalito

JOINT MEETING WITH PLANNING COMMISSION

Historic Landmarks Board Chair Pierce called the meeting to order at 6:36 p.m.

Present: Chair Morgan Pierce, Secretary John McCoy, Committee Member Bernard Feeney, Committee Member Natascha Fraser.

Absent: None.

Public Hearings

Declarations of Planning Commissioner Public Contacts – None

- 1. DR/SP 13-197, Design Review Permit, Sign Permit, Way-Finding Sign Program, City of Sausalito.** Design Review Permit and Sign Permit for the installation of six way-finding signs located within the public right-of-way at the following locations:
 - Bridgeway/Princess Street
 - Ferry Landing
 - Bridgeway/Johnson Street
 - Bridgeway/Ensign Street/San Carlos Avenue/Caledonia Street
 - Ice House – Bridgeway/Bay Street
 - Dunphy Park – Bridgeway/Napa Street

The public hearing was opened.

Contract Planner Card provided a PowerPoint presentation on the project.

Planning Commission and HLB questions for staff followed:

The public testimony period was opened.

The applicant made a presentation.

Planning Commission questions for the applicant followed.

Public Comments:

None.

The public testimony period was closed.

Planning Commission and HLB comments followed.

Planning Commission questions for staff followed.

HLB Committee Member McCoy moved and Committee Member Feeney seconded a motion to approve a Design Review Permit and Sign Permit with Option 2 for citywide locations in Sausalito, subject to the following amended and additional Conditions of Approval:

- **Language that the Public Works Director is charged with locating the signs so they are not a distraction to drivers shall be incorporated into the Conditions of Approval.**
- **Finding 2 under Design Review, which makes reference to the downtown Historic Overlay Zoning District, shall be corrected to show there are only one or two of the signs in the Historic District.**
- **The findings shall be corrected so they comport with the Zoning Ordinance and are internally consistent.**
- **An individual from the Planning Commission and HLB shall review the findings to ensure direction from the Planning Commission and HLB is accurately portrayed, with Chair Cox appointed from the Planning Commission and Committee Member McCoy appointed from the HLB.**
- **The pilot program shall return in 2 years for review with a report from staff the on success or failure of the program.**

The motion passed 3-1 (No – Fraser).

Commissioner Nichols moved and Commissioner Cleveland-Knowles seconded a motion to approve a Design Review Permit and Sign Permit with Option 2 for citywide locations in Sausalito, subject to the following amended and additional Conditions of Approval:

- **Language that the Public Works Director is charged with locating the signs so they are not a distraction to drivers shall be incorporated into the Conditions of Approval.**
- **Finding 2 under Design Review, which makes reference to the downtown Historic Overlay Zoning District, shall be corrected to show there are only one or two of the signs in the Historic District.**
- **The findings shall be corrected so they comport with the Zoning Ordinance and are internally consistent.**
- **An individual from the Planning Commission and HLB shall review the findings to ensure direction from the Planning Commission and HLB is accurately portrayed, with Chair Cox appointed from the Planning Commission and Committee McCoy appointed from the HLB.**
- **The pilot program shall return in 2 years for review with a report from staff on the success or failure of the program.**

The motion passed 3-2 (No – Keegin and Werner.)

The public hearing was closed.

HLB Committee Member Feeney moved and Committee Member McCoy seconded a motion to adjourn the HLB meeting.

The motion passed 4-0.

Meeting Minutes Approved:

Secretary John McCoy

Date

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HISTORIC LANDMARKS BOARD MINUTES

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

MEETING DATE: Wednesday, June 25, 2014
MEETING TIME: 6:30 PM
LOCATION: City Hall Conference Room, 420 Litho Street, Sausalito

CALL TO ORDER

The HLB meeting convened at 6:30 PM. Chair Pierce, Secretary McCoy, and Board Member Feeney were present. Board Member Fraser was absent and there is a vacancy on the Board. Assistant Planner Calvin Chan was present. Members of the public included Susan Stephenson, property owner at 403 Bonita.

APPROVAL OF AGENDA

Approved, Vote: 3-0

PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA

No public comments received

APPROVAL OF AGENDA

Approved, Vote: 3-0

NEW BUSINESS

1. STEPHENSON RESIDENCE – 403 BONITA (DR 13-303)

David Spurgeon, Architect (Applicant)
Susan Stephenson, (Owner)

Staff: Card

DESCRIPTION: Enlarge existing parking garage and add an upper floor bedroom and deck to an existing single-family residence.

PROJECT: Conduct a 50-year memo evaluating historical significance for the proposed project.

Chair Pierce reviewed the 50-year memorandum prepared by the HLB for 403 Bonita. The HLB concluded their review by stating that based upon the information available, the building at 403 Bonita is not considered to be a significant local historic resource. As such, the HLB made the following findings for the building at 403 Bonita:

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. Vote: 3-0.

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. Vote: 3-0.

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 **No Significance/Low Significance** under this criterion. Vote: 2 (No significance)-1 (Low Significance).*

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. Vote: 3-0.*

COMMUNICATIONS

STAFF COMMUNICATIONS

Staff requested an update on the status of several outstanding 50-year Memo requests to the HLB. The HLB provided dates for the completion of the memos.

HLB COMMUNICATIONS

The HLB requested Staff resend an electronic, sharable copy of the HLB Meeting Calendar.

ADJOURNMENT

The Meeting was adjourned at 7:00 PM. Vote 3-0.

Meeting Minutes Approved:

Secretary John McCoy

Date



HISTORIC LANDMARKS BOARD MINUTES

Community Development Department | 420 Litho Street | Sausalito, CA 94965 / 415-289-4128

MEETING DATE: Wednesday, July 23, 2014

MEETING TIME: 6:30 PM

LOCATION: City Hall Conference Room, 420 Litho Street, Sausalito

CALL TO ORDER

The HLB meeting convened at 6:30 PM. Chair Pierce, Secretary McCoy, Board Member Fraser, and Board Member Feeney were present. Assistant Planner Chan was present. There were no members of the public present.

APPROVAL OF AGENDA

Approved, Vote: 4-0

PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA

No public comments received

APPROVAL OF MINUTES

The HLB requested copies of Planning Commission agendas for the 2014 joint meetings to review minutes for approval. Minutes for February 12, 2014, May 14, 2014, May 28, 2014, June 11, 2014, and June 25, 2014 meetings to be reviewed on September 10, 2014.

NEW BUSINESS

1. 92/94 CAZNEAU AVENUE / MCREYNOLDS RESIDENCE (DR/LLA 12-295)

Cazneau LLC (Applicant/Owner)

Staff: Miranda

DESCRIPTION: Design Review Permit and Lot Line Adjustment to convert an existing carport into a garage and change the roof from a flat roof to a pitched roof at 92/94 Cazneau Avenue (APN 065-101-32).

PROJECT: Conduct a 50-year memo evaluating historical significance of the proposed project

Chair Pierce reviewed the 50-year memorandum prepared by the HLB for 92/94 Cazneau Avenue. The HLB concluded their review by stating that based upon the information available, the building at 92/94 Cazneau Avenue is not considered to be a significant local historic resource. As such, the HLB made the following findings for the building at 92/94 Cazneau Avenue:

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. Vote: 4-0.*

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. Vote: 4-0.*

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 **No Significance** under this criterion. Vote: 4:0*

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. Vote: 4-0.*

2. 158 EDWARDS AVENUE (DR 14-134)

Sagan Piechota Architecture (Applicant)
Grant Barbour (Owner)

Staff: Chan

DESCRIPTION: Design Review Permit for the remodel and addition to an existing structure at 158 Edwards Avenue (APN 065-269-04).

PROJECT: Conduct a 50-year memo evaluating historical significance of the proposed project

Secretary McCoy reviewed the 50-year memorandum prepared by the HLB for 158 Edwards Avenue. Chair Pierce motioned to continue this item and direct Staff to inform the applicant that a historical evaluation report completed by a qualified professional must be completed due to the lack of available historic information and scope of work. Vote: 4-0.

3. 171 HARRISON AVENUE (DR/VAR 14-085)

Archdiocese of San Francisco (Applicant)

Staff: Card

DESCRIPTION: Design Review Permit and Variance application to demolish the existing 1,704 square foot rectory building (residence and offices) to allow construction of a new 1,860 square foot rectory building at 171 Harrison Drive (APN 065-092-40).

PROJECT: Conduct a 50-year memo evaluating historical significance of the proposed project.

Board Member Feeney reviewed the 50-year memorandum prepared by the HLB for 171 Harrison Avenue. Secretary McCoy motioned to continue this item and direct Staff to inform the applicant that a historical evaluation report completed by a qualified professional must be completed due to the lack of available historic information and scope of work. Vote: 4-0.

COMMUNICATIONS

STAFF COMMUNICATIONS

Assistant Planner Chan requested additional information regarding challenges experienced by HLB members in conducting their research for 50-year memorandums. Board Member Feeney to email Assistant Planner Chan with additional information.

HLB COMMUNICATIONS

Secretary McCoy discussed the establishment of a procedural change between Staff and the HLB with regard to the handling of new 50-year memo memorandum requests. Secretary McCoy suggested the HLB conduct a preliminary review of new projects during the Communication portion of meetings and determine whether or not a complete historical resource evaluation completed by a qualified professional will be required. This procedure is intended to expedite the review process for the applicant and streamline the work conducted by the HLB.

ADJOURNMENT

The Meeting was adjourned at 8:00 PM. Vote: 4-0.

Meeting Minutes Approved:

Secretary John McCoy

Date

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HISTORIC LANDMARKS BOARD MINUTES

Community Development Department | 420 Litho Street | Sausalito, CA 94965 / 415-289-4128

MEETING DATE: Wednesday, November 12, 2014

MEETING TIME: 6:30 PM

LOCATION: City Hall Conference Room, 420 Litho Street, Sausalito

CALL TO ORDER

The HLB meeting convened at 6:30 PM. Chair Pierce, Board Member Fraser, and Board Member Feeney were present. Secretary McCoy was absent. Assistant Planner Chan and Community Development Director Castro were present.

Members of the public included: Gregg Graves (Bank of America), Steefenie Wicks (Galilee Harbor), Donna Bragg (Galilee Harbor), Doreen Gounard (Galilee Harbor), Carolyn Davis (605 Coloma Street), and Georgiana Funk (605 Coloma Street).

APPROVAL OF AGENDA

Chair Pierce moved and Board Member Fraser seconded a motion to approve the agenda. The motion passed 3-0.

PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA

Community Development Director Castro introduced himself to the Board and members of the public.

OLD BUSINESS

1. PILOT HOUSES AT GALILEE HARBOR – 300 NAPA STREET
Galilee Harbor Community Association, Inc. (Applicant) Staff: Chan
Steefenie Wicks (Project Coordinator)

DESCRIPTION: Nomination of the Issaquah Pilot Houses at Galilee Harbor for the Local Historic Register

RECOMMENDATION: Review materials, assign memo preparation, and identify date for public hearing

Assistant Planner Chan provided a summary of the proposed project.

Chair Pierce and Project Coordinator Wicks discussed the project. Chair Pierce and Board Member Fraser were identified as the subcommittee responsible for the preparation of the report to the Planning Commission.

Project Coordinator Wicks to contact Chair Pierce and Board Member Fraser to arrange meeting times for research and report preparation.

2. BENTLEY RESIDENCE – 605 COLOMA STREET (DR 14-233)
Carolyn W. Davis (Applicant/Architect) Staff: Kaufman

DESCRIPTION: Design Review Permit to allow a 487-square foot kitchen and bedroom addition to a single-family residential structure at 605 Coloma Street

RECOMMENDATION: Review 50-year memo evaluating historical significance of the proposed project and make determination of historic significance

Assistant Planner Chan provided a summary of the proposed project.

Chair Pierce and Board Member Feeney reviewed the research process for the 50-year memorandum prepared by the HLB for 605 Coloma Street.

The HLB concluded their review by stating that based upon the information available, the building at 605 Coloma Street is not considered to be a significant local historic resource. As such, the HLB made the following findings for the building at 605 Coloma Street:

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. Vote: 3-0.

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. Vote: 3-0.

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 **no significance** (1 vote: Fraser) and **moderate significance** (2 votes: Pierce, Feeney) 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. Vote: 3-0.

NEW BUSINESS

3. BANK OF AMERICA – 750 BRIDGEWAY (DR-SP 14-036)
Golden Gate Sign Company, Inc. (Applicant)

Staff: Chan

DESCRIPTION: Design Review Sign Permit to allow non-illuminated dimensional lettered signage on the Southern (Bridgeway) and Eastern (Anchor Street) elevations on the existing structure.

RECOMMENDATION: Review proposed project for adherence to the Secretary of Interior's Standards for Rehabilitation.

Assistant Planner Chan provided a summary of the proposed project.

Chair Pierce inquired whether or not the signage above the ATM machines is included in the total maximum-allowed sign square-footage. Staff directed to conduct further research.

Chair Pierce asked the applicant whether or not white lettered signage designs were explored. The applicant indicated that such design was not considered.

Board Member Fraser recommended that the proposed signage superimposed on photos of the existing structure be forwarded to the Planning Commission for review.

Chair Pierce recommended that photos of signage for Wells Fargo and Chase in the Downtown Historic District be forwarded to the Planning Commission for review.

The HLB concluded their review by stating that the proposed project is in adherence to the Secretary of Interior's Standards for Rehabilitation.

Although the submitted design is acceptable, the HLB requested that the applicant explore the possibility of signage that is more reflective of the historic mid-century design of the existing structure. Additionally, the applicant and Staff are directed to explore where previous signage was located and consider placement of new signage in a similar location. The applicant will return to the HLB with a decision of whether or not to pursue a new design or to proceed ahead with the submitted design. Should a new design be desired, the HLB will conduct further review. If not, the submitted design is in adherence to the Secretary of Interior's Standards for Rehabilitation and is ready for review by the Planning Commission—following project design confirmation from the applicant.

APPROVAL OF MINUTES

Board Member Feeney moved and Chair Pierce seconded a motion to approve the minutes of the October 22, 2014 meeting. The motion passed 3-0

Chair Pierce moved and Board Member Feeney seconded a motion to continue the Approval of Minutes for January 22, 2014; February 12, 2014; February 26, 2014; March 26, 2014; May 14, 2014; May 28, 2014; June 11, 2014; June 18, 2014; June 25, 2014; and July 23, 2014 to the next meeting. The motion passed 3-0.

COMMUNICATIONS

STAFF COMMUNICATIONS

Assistant Planner Chan described the new Historic Review, Authorization to Access Confidential Files Form for the Marin County Assessor

The HLB approved of the Form.

Assistant Planner Chan described the HLB Research Reports Procedures and Preparation and Distribution document.

Chair Pierce to review document, make edits, and present before the HLB at a later meeting.

HLB COMMUNICATIONS

Chair Pierce provided an update regarding the vacant seat on the Historic Landmarks Board—a new Board Member is expected shortly.

Chair Pierce informed the Board that he had been approached by an individual interested in nominating the structure at 603 Main Street for the Local Historic Register.

The HLB discussed the structure at 603 Main Street and its potential nomination for the Local Historic Register. The HLB decided it would not actively pursue this nomination but welcomed any individual or group to do so independently.

ADJOURNMENT

Board Member Feeney moved and Chair Pierce seconded a motion to adjourn the meeting.

The meeting was adjourned at 7:30 PM. Vote: 3-0.

The previously scheduled meeting of November 19, 2014 is cancelled due to the absence of a

quorum.

The next HLB meeting is on Wednesday, December 10 , 2014.

MEETING MINUTES APPROVED	
Secretary John McCoy	Date

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