

# Mendocino Historical Review Board

c/o Planning & Building Services  
120 West Fir Street  
Fort Bragg, CA 95437  
964-5379



## MENDOCINO HISTORICAL REVIEW BOARD ACTION MINUTES – JANUARY 6, 2020

Before the Mendocino Historical Review Board Fair Statement of Proceedings (Pursuant to California Government Code Section 25150)

ADOPTED ACTION MINUTES – REGULAR MEETING January 6, 2020

These are action minutes. For a complete transcript of the meeting, please request a copy of the digital recording. Audio recording of this meeting is available at the Planning and Building Department upon request. There is a fee of \$10.00 per recording.

Minutes were approved, with modifications, at the October 5, 2020 MHRB meeting.

### 1. Call to Order.

The Review Board convened at 7:05 p.m. for its regularly scheduled meeting

### 2. Roll Call.

#### Present

Review Board Members: Kappler, Lamb, Roth, and Potash.

Planning and Building Services Staff: Chief Planner Acker Krog and Planner Juliana Cherry

### 3. Determination of Legal Notice.

Hearing was properly noticed.

### 4. Approval of Minutes.

4a. July 1, 2019

4b. September 9, 2019

4c. November 4, 2019

**REVIEW BOARD ACTION:** Review Board requested corrections to the July 2019 minutes. Upon motion by Board Member Kappler, seconded by Board Member Lamb, and carried by a unanimous voice vote (4-0), the minutes were approved with the exception of the July 1, 2019 minutes which were continued to the February agenda.

### 5. Correspondence.

No correspondence was received.



**6. Report from the Chair.**

The Chair inquired whether to change the order of the agenda and determined no adjustment was needed.

**7. Public Expression.**

Public expression was not given.

**8. Consent Calendar.**

8a. None.

**9. Public Hearing Items.**

**9a. CASE#:** MHRB\_2019-0011 (Continued from December 2, 2019)

**DATE FILED:** 10/15/2019

**OWNER:** SAVINGS BANK OF MENDOCINO COUNTY

**APPLICANT/AGENT:** DANIELLE COMPA

**REQUEST:** Mendocino Historical Review Board request to (1) remove and replace approximately 150 feet of concrete sidewalk along the south side of the building to bring into ADA compliance which includes a concrete driveway approach to connect the sidewalk on the south side of the building with the existing sidewalk along the parcels to the west of the site, (2) remove the existing planters along the east side of the building and replace with 50 feet of ADA compliant concrete sidewalk with asphalt placed along the edge where it leads into the existing on-street parking, and (3) replace existing ATM with a new ADA compliant machine. Associated improvements include truncated domes at the southeastern corner of the parcel where the sidewalks meet the crosswalk. Concrete finish will be either exposed aggregate or brush finish, as determined by the Review Board.

**ENVIRONMENTAL DETERMINATION:** Categorically Exempt

**LOCATION:** 10500 Lansing Street, Mendocino (APN 119-234-07)

**SUPERVISORIAL DISTRICT:** 5

**STAFF PLANNER:** JULIA ACKER KROG

**APPLICATION PRESENTED BY:** Danielle Compa of Swithenbank.

**PUBLIC COMMENT RECEIVED FROM:** Lee Edmundson, William Zimmer, and John Pisás.

**REVIEW BOARD ACTION:** Upon motion by Board Member Roth, seconded by Board Member Lamb, and carried by a 3-1 (Potash dissenting) voice vote, the permit request was approved adding Conditions 9 and 10 and amending Condition 8 to require the concrete sidewalk to be finished with exposed aggregate. Condition 9 requires that "If the concrete footing on the structure is exposed more than 10 inches then vertical skirting shall be installed to match existing." Condition 10 requires that "Truncated domes shall be gray or black in color."

**9b. CASE#:** MHRB\_2019-0004 (Continued from December 2, 2019)

**DATE FILED:** 5/8/2019

**OWNER:** WILLIAM & LYNETTE ZIMMER

**APPLICANT:** WILLIAM ZIMMER



**REQUEST:** Mendocino Historical Review Board request to (1) add a 55 inch by 72 inch “Bebe Lapin” sign to planted area fronting Ukiah Street and add redwood support structure for the relocated sign, (2) replace rotting door-frame and existing solid door with a wooden door to match all other doors on Ukiah Street side of building, (3) add exterior lighting to match existing lights on Ukiah Street side of building, (4) add an “eyebrow” of wood with black composition shingle and copper flashing above the door to match the two other entries on Ukiah Street, (5) add a display case facing north made of redwood, glass, metal, composition shingle and copper flashing, (6) add a new 9 inch by 36 inch plywood sign for “Bebe Lapin” above the entry door, (7) replace previous “Bebe Lapin” sign with a 36 inch by 19.5 inch “Barge North Company” sign, (8) add a new 9.5 inch by 36 inch plywood sign above entry saying “Barge North Company”, (9) Add a 24 inch by 36 inch painted plywood sign saying “Forever Young Skin Care Boutique”, (10) add a new redwood three-stair entry to the “Treasures” store on the south end of the entry patio with stanchions on each side of the staircase.

**ENVIRONMENTAL DETERMINATION:** Categorically Exempt

**LOCATION:** 10481 Lansing Street, Mendocino (APN 119-250-01).

**SUPERVISORIAL DISTRICT:** 5

**STAFF PLANNER:** JULIA ACKER KROG

**APPLICATION PRESENTED BY:** Chief Planner Acker Krog and William Zimmer.

Chief Planner Acker Krog introduced the item and noted the revised project description as follows:

Mendocino Historical Review Board request to (1) add a 55 inch by 72 inch “Bebe Lapin” sign to planted area fronting Ukiah Street and add redwood support structure for the relocated sign, (2) replace rotting door-frame and existing solid door with a wooden door to match all other doors on Ukiah Street side of building, (3) add exterior lighting to match existing lights on Ukiah Street side of building, (4) add an “eyebrow” of wood with black composition shingle and copper flashing above the door to match the two other entries on Ukiah Street, (5) add a display case facing north made of redwood, glass, metal, composition shingle and copper flashing, ~~(6) add a new 9 inch by 36 inch plywood sign for “Bebe Lapin” above the entry door,~~ (7) replace previous “Bebe Lapin” sign with a 36 inch by ~~19.5~~ 24 inch “Barge North Company” sign and relocate the sign to the center above the entry door, ~~(8) add a new 9.5 inch by 36 inch plywood sign above entry saying “Barge North Company”,~~ (9) Add a 24 inch by 36 inch painted plywood sign saying “Forever Young Skin Care Boutique”, (10) add a new redwood three-stair entry to the “Treasures” store on the south end of the entry patio with stanchions on each side of the staircase.

**PUBLIC COMMENTS WERE RECEIVED FROM:** Marilyn Henes, Lisa Hoffman, Kristin Young, Lee Edmundson, and Amy Collins.

**REVIEW BOARD ACTION:** Upon motion by Review Board Member Roth, seconded by Board Member Kappler, and carried by a unanimous voice vote (4-0), the permit application was approved as follows:

Denied components

- (1) add a 55 by 72-inch “Bebe Lapin” sign to the planted area front Ukiah Street; and
- (6) add a new 9 by 36-inch plywood sign for “Bebe Lapin” above the entry door; and
- (8) add a new 9.5 by 36-inch plywood sign above entry saying “Barge North Company.”

Approved components

- (2) Replace rotting door-frame and existing solid door with a wooden door to match all other doors on Ukiah Street side of building; and



- (3) Add exterior lighting to match existing lights on Ukiah Street side of building; and
- (4) Add an “eyebrow” of wood with black composition shingle and copper flashing above the door to match the two other entries on Ukiah Street; and
- (5) Add an exterior cabinet (display case) facing north made of redwood, glass, metal, composition shingle, copper flashing, and not internally illuminated; and
- (7) Replace previous “Bebe Lapin” sign with a 36 inch by 24 inch “Barge North Company” sign and relocate the sign to the center above the entry door; and
- (9) Add a 24 inch by 36 inch painted plywood sign saying “Forever Young Skin Care Boutique”; and
- (10) Add a new redwood three-stair entry to the “Treasures” store on the south end of the entry patio with stanchions on each side of the staircase.

Approved components added at the Meeting

- (11) A 6 square-foot sign over the retail store entrance (either flush or bracket mounted) with colors similar to the existing “Bebe Lapin” sign and to allow the existing sign to be relocated above the new entrance to the Bebe Lapin retail store.

**10. Matters from the Board.**

**10a.** ADA Compliance on Sidewalks.

Chief Planner Acker Krog provided a guidance sheet about types of pathway materials are appropriate for private and public areas. Concrete, asphalt, tile, or wood would likely be sufficiently firm for ADA access in public areas.

**10b. Discussion:** MCC Section 20.760.020 Establishment, Power, Duties and Responsibilities of the Historical Review Board.

Chief Planner Acker Krog distributed correspondence received from Mr. Edmundson about membership on the Review Board. Review Board Member Potash reviewed, previously discussed, six potential revisions to membership criteria. Board Member Roth will prepare a letter, for Review Board approval, from the Review Board to the Board of Supervisors. Mr. Edmundson spoke.

**10c. Discussion:** Preservation of tin roofs within the Town and possible direction to Staff.

Request to add item to the February meeting agenda and a request to consult with the Kelley House Museum staff about the history of tin roofs in Town.

**11. Matters from the Staff.**

**11a.** Authority over Lighting Display Cases.

Chief Planner Acker Krog distributed a memorandum regarding Review Board authority over lighting in display cases.

**11b.** Director’s Report, including guidelines to staff about distributing proposed projects to the Kelley House Museum for their comments.

Chief Planner Acker Krog briefly updated about consultations with the Kelly House Museum staff. Karen McGrath, Director-Curator of the museum, described the potential consultation cost.



**11c. Code Enforcement Update in the Town of Mendocino.**

A memo was prepared by the Interim Code Enforcement Manager. An update will be provided during the February Review Board meeting. Chair Potash requested that the report include a table or chart.

**12. Adjourn**

The meeting concluded at 9:20 p.m.