

HERITAGE PRESERVATION BOARD

April 25, 2016

(Re-scheduled from April 14, 2016)

ROLL CALL

Chair Culhane called the meeting to order at 7:06 p.m.

Present: Board Members: Vice Chair Dirk Mueller, Richard Cunningham, Chair Hillary Culhane, Lelia Lanctot, Sallyanne Wilson, Scott Wilson, John Knorpp

Absent: Board Members: None

Staff: Senior Planner/Recording Secretary Kristin Teiche

PUBLIC COMMENT

Retired Board Member Helen Heitkamp provided an update on her book project "Larkspur Then and Now". She presented examples of the picture format she is considering, a draft survey she will distribute to residents of Larkspur, and answered questions posed by the Board Members.

PLANNING STAFF'S ORAL REPORT

Planner Teiche reported on the following:

- General status of the City Hall remodeling/rehabilitation. The City Manager has authorized the restoration of the railings and cap on the front balcony, consistent with the historic photographs. It is not clear if the trim work on the arch columns, shown in the pictures, will be installed at this time, or be budgeted for future maintenance/repair work. Painting of the building will take place sometime after the rehabilitation is complete. Staff will inform the Board Members when the date is set.
- Per the direction provided during the March 10th meeting, a memo was drafted to the City Manager requesting:
 - 1) To install a TV in the second floor lobby to play the Board's collection of video interviews and photos. *City Manager Schwarz approved this request and noted there may be a flat screen TV available for this purpose.*
 - 2) To allow the Board to organize a party to celebrate the rehabilitation of the City Hall and re-installation of the buildings cornerstone. *City Manager Schwarz approved this request. The date will have to be set once the painting schedule is known.*

PUBLIC HEARING ITEMS

There were none.

BUSINESS ITEMS

1. Review of Board Initiatives for 2016

The Board reviewed the list of initiatives but focused the discussion on the future update of the Historic Resources Inventory. It was determined that the process would be tackled incrementally, on a neighborhood by neighborhood basis. Sr. Planner Teiche will pull together a data base of all

properties greater than 50 years in age that are located in the historic Madrone (Baltimore) Canyon neighborhood. The Board will be provided with the list at the May 12, 2016 HPB meeting.

2. Heritage Award Program. Discuss nominees for the 2016 Heritage Award

The Board discussed the processes previously employed in hopes of receiving nominations from Larkspur residents. Staff has previously mailed out a request for nominations to other historic property owners, and ran advertisements in the paper. To date, this process has not led to a nomination. It was determined that since the Board was the Body most aware of approved projects to rehabilitate historic structures, the Board would provide the nominations. It was also agreed that due to the number of approved projects currently under construction, the Board may organize more than one award ceremony in a given year.

M/s Lanctot/Wilson moved to nominate, and the Board approved 7-0-0 to approve the nomination of the structures at 234 Magnolia Avenue (Perry's Restaurant) and 232 West Baltimore Avenue for a Historic Preservation award.

Board Member Cunningham will make arrangements for the award plaques. Sr. Planner Teiche will request a date for the award ceremony with the City Council.

M/s Wilson/Knorpp moved and the Board approved 7-0-0 to authorize payment of up to \$400.00 for the fabrication of the award plaques.

3. Proposed Restoration and Preservation of historic maps displayed in second floor lobby.

Board Members Lanctot and Cunningham presented their findings with regard to having the historic maps inspected and possibly cleaned and preserved. Zukor Art Conservation, who was initially being considered, is not available for this task.

M/s Knorpp/Culhane moved and the Board approved 7-0-0 to authorize payment of \$440.00 to have Beth Szuhay inspect the maps and provide a full estimate.

4. Board Member Reports_ Board members to share and discuss information and attachments related to historic preservation.

Board Member Cunningham announced he is offering the downtown walking tour on April 30, 2016. The format will focus largely on Larkspur City Hall, its history and the rehabilitation.

APPROVAL OF MINUTES *M/s Knorpp/Mueller moved and approved 7-0-0 the March 10, 2016 meeting minutes as amended*

NEXT MEETING DATE: May 12, 2016

Adjourn: *M/s Wilson/Morgan moved and the Board approved 7-0-0 to adjourn the meeting of the Heritage Preservation Board at 9:48 PM*

Respectfully submitted,

Kristin Teiche, Senior Planner/Recording Secretary

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted during the May 12, 2016 meeting of the Heritage Preservation Board.

Kristin Teiche

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