

HERITAGE PRESERVATION BOARD

August 11, 2016

ROLL CALL

Chair Culhane called the meeting to order at 7:00 p.m.

Present: Board Members: Vice Chair Dirk Mueller, Lelia Lanctot, Scott Morgan, Charles Sink, Richard Storek, Chair Hillary Culhane

Absent: Board Members: John Knorpp

Staff: Senior Planner/Recording Secretary Kristin Teiche, Jerri Holand, Consulting Historic Architect.

PUBLIC COMMENT

There was none.

PLANNING STAFF'S ORAL REPORT

Planner Teiche reported on the following:

143 Madrone Avenue. Staff and the consulting historic architect completed a site inspection at 143 Madrone and noted some additional original materials, such as the sashes in the front windows, have been replaced.

Jr. Second Units. To help accommodate housing demand, and comply with the approved Housing Element, the Planning Commission has recently reviewed and recommended approval of new regulations permitting Jr. Second Units. These units are created within the existing residence by sectioning off a portion of the home and providing a bathroom, kitchenette and separate entrance. Often this is done by sectioning off the master bedroom. Owner occupancy is required. This ordinance will move on for consideration by the City Council.

285 Magnolia Avenue. Project is close to completion. The revised building color was approved by the Planning Commission as a discussion item.

PUBLIC HEARING ITEMS

There were none.

BUSINESS ITEMS

1. Update of Larkspur's Historic Resources Inventory.

Senior Planner Teiche presented a revised list of 189 structures located in Madrone Canyon built prior to 1965 (50 year benchmark per CEQA). Ms. Holan then discussed next steps and recommended the Board look first at pre-World War II homes as they would be more important to Larkspur. She indicated that it is likely the post-World War II tracts and homes are not as important architecturally, or to Larkspur history.

Chair Culhane asked about modern homes that would have been built after WWII but may be significant. Ms. Holan noted there is a group called Dokomomo who specializes in saving modern

buildings of significance. They may be able to help identify if there are any known significant modern homes in Larkspur.

Ms. Holan suggested some of the more qualified Board Members, with a background in architecture or history, may want complete the evaluation forms. She could then limit her work to only those identified as potentially significant. This would result in a cost savings. She also noted that the two sources of information that will aid in the initial review are the Sanborn Maps and the history book "Larkspur Past and Present". It was requested and agreed that Ms. Holan will also provide some direction for completing the initial evaluations.

Board Members then discussed appropriate procedure and it was agreed that after everyone has reviewed the homes they are assigned, the initial evaluations and pictures can be presented to the entire Board to determine if they should be further evaluated by the historic architect. Those that make this cut will be placed on a preliminary list of potential additions to the historic inventory. The historic architect will then complete a final review of the buildings historic and architectural merits. Those structures that score high enough to make 50 points or more on the NRHP forms, and an A or B on the local inventory scale, will then make the final list of proposed addition to the inventory.

Board Member Morgan expressed concern that when the Board creates a preliminary list this would obligate the City to impose historic review to protect the home. Staff confirmed that if a home on the preliminary list is proposed to be altered before the City's Historic Architect has evaluated it, then staff would require an historic evaluation, at the owners expense, to answer the question as to whether the home merits inclusion on the inventory or not. If not, that ends the discussion. If the home qualifies for inclusion, then the City will require historic review before the Heritage Board and work to insure the alterations do not negatively impact the historic aspects of the home.

The Board then debated how to manage the preliminary list so the City will not require historic review. It was suggested that some homes may have to be lost to protect private property rights, until the historic architect has completed a final review and a public hearing can be held. There was no final agreement on this, as other Board members expressed concern over the potential loss of structures that may otherwise have qualified for addition to the inventory.

After additional discussion, Board Member Culhane noted the Board has agreed that they would limit their review to structures built from 1942 and earlier that are not on the current inventory. Staff will amend the master list to remove newer homes. The list will also include all structures currently on the inventory, and those that pre-date 1942 that were previously evaluated but not added because they rated a C or lower.

Chair Culhane noted the Board may then want to contact Richard Cunningham to see if he wants to take on evaluating the buildings. If not, then the Board will divide up the list.

Board Member Sink volunteered to contact ex-Board Member Cunningham.

Vice Chair Mueller asked about the City issuing badges that identify them as a member of the Heritage Preservation Board. Staff will investigate this possibility.

2. Heritage Award Program.

The Board discussed the ceremony process and agreed that Chair Culhane and Vice Chair Mueller will speak about each property and then present the wooden plaques to the property owners. Board Member Morgan suggested the Chair coordinate the process with Mayor Way.

Board Member Lanctot updated the Board on her progress in designing and ordering exterior plaques for installation on the outside of prior Heritage Award winning properties. It was agreed she would order three more for the 2015-2016 award winners.

Board Member Reports.

- Board Member Lanctot discussed additional efforts being made by the Book Committee to sell the book "Larkspur Past and Present". She also suggested that the book price should be reduced to encourage additional sales. It was agreed that the price will be lowered to \$15.00 for soft cover, and \$20.00 for hard cover books.
- Board Member Lanctot also updated the Board on the progress of ex-Board Member Helen Heitkamp's new book "Larkspur Now and Then".
- Chair Culhane reminded the Board that school begins next week and the 3rd grade class will eventually receive an assignment that focuses on local history. She asked if she should move forward with offering free copies of the book to the schools. It was agreed that Chair Culhane should contact the school district and offer the book.
- Board Member Lanctot announced that the domain names the Board has secured for future internet use are up for renewal. Volunteer Deena Vandervere has paid the fee and Board Member Lanctot would like to repay her.

M/s Storek/Sink moved and approved 6-1-0 (Board Member Knorpp absent) to approve payment to Deena Vandervere, or appropriate person, for securing the website domain names.

- Chair Culhane discussed her conversation with Spencer, a local independent film maker regarding filming some short video clips of the walking tours and offering them on-line. The Board was in general agreement that Chair Culhane should pursue this possibility.
- The Board agreed to defer discussion regarding restoration of the historic maps and the Board Budget until September 8, 2016.

APPROVAL OF MINUTES May 12, 2016 and June 2, 2016

M/s Lanctot/Mueller moved, and approved 6-1-0 (Board Member Knorpp absent) to approved the minutes of May 12, and June 2, 2016, as revised.

NEXT MEETING DATE: September 8, 2016

Adjourn: *M/s Culhane/Mueller moved and the Board approved 6-1-0 (Knorpp absent) to adjourn the meeting of the Heritage Preservation Board at 9:25 PM*

Respectfully submitted,

Kristin Teiche, Senior Planner/Recording Secretary

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted during the October 13, 2016 meeting of the Heritage Preservation Board.

A handwritten signature in cursive script that reads "Kristin Teiche".

Kristin Teiche, Senior Planner/Recording Secretary