

**MEETING MINUTES OF THE
HERITAGE PRESERVATION BOARD
February 24, 2020**

ROLL CALL

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

Present: Board Members: Hobbel, Cappelletti, Lanctot, Storek

Absent: Board Member(s): Culhane, Knorpp

Staff: Aaron Mathews, Assistant Planner, Kristin Teiche, Senior Planner/Recording Secretary

PUBLIC COMMENT

None

PLANNING STAFF'S ORAL REPORT

Senior Planner Teiche introduced Assistant Planner Aaron Mathews to the Board.

- Council set aside proposed amendments the Municipal Code to reduce the HPB membership to five members. This amendment would make the Board membership consistent with other Boards and Commissions. They decided to wait until some of the Board Members terms expired and a member decides not to reapply and remain on the Board.
- Sr. Planner Teiche informed the Board of her meeting and site inspection of 116 and 126 Magnolia Avenue, both historic homes, owned by the same family. They will not be selling the homes but will rent them instead. The property owners are interested in ensuring the City accepts the second unit in the basement of 126 Magnolia Ave as a legal unit. Additionally, staff encourage a second unit at 116 in the basement, which is already partially finished.

PUBLIC HEARING ITEM

1. **DR/FAR/H #20-09; Jared Polsky, Polsky Perlstein Architects, Applicant; owners; 655 Magnolia Avenue, Larkspur; Assessor's Parcel No. 20-201-24; R-1 (First Residential) Zoning District.** The applicant is proposing a new two-story addition of 373 square feet at the rear elevation, rear covered porch, and rear yard improvements.

Assistant Planner Mathews presented the staff report. The applicant Jared Polsky described the existing conditions, roofline, and proposed improvements, and answered questions from the Board.

Board Member Lanctot indicated she was impressed that the front elevation would remain intact. The addition would make the house more livable. The front elevation was quite lovely.

Chair Storek closed the public hearing.

Board Member Hobbell noted that the home is quite prominent on the hillside, and visible from the streetscape, however, the addition would not be visible. Does not see any issue with the proposal.

Board Member Cappalletti noted the drawing provides the impression of more space than really exists around the home. He indicated he has no objection.

Board Member Lanctot stated she would go along with the opinion of the historic architect. But she did not agree a different roofline is necessary.

Stair Storek agreed with Board Member Lanctot. He asked if there was a motion.

Board Members Hobbell/Lanctot moved and the Board approved 5-0 (Board Member Knorpp absent) to approve the application.

BUSINESS ITEMS

2. Election of Officers.

Chair Storek/Lanctot nominated Vice Chair Hobbell for Chair, and the Board approved the motion 5-1 (Board Member Hobbell abstained, Board Member Knorpp absent)

Board Members Lanctot/Storek nominated Board Member Capalletti, and the Board approved the motion 4-1 (Board Member Cappellitti abstained, Board Member Knorpp absent).

3. Board Member Reports.

- Board Member Cappellitti reported that ex-Board Member Sallyanne Wilson has inherited a variety of documents and photographs in fourteen boxes from ex-Board Member Helen Heitkamp's estate. He has been asked to assist in going through these items to determine if any of them should be added to the Heritage Board's archival collection. He wanted to be sure that the other Board Members had no objection to his doing so. He noted that she collected some items, such as news clippings, that would be more appropriate to donate to the California room at the County of Marin. Other items, such as her drafts from the HPB book, staff reports, archeological reports he thought the City may want to keep. Senior Planner Teiche indicated that staff reports could be recycled, as the City would already have a record. Archeological reports and other documents can be brought to the City and staff will go through them.
- Bon Air Community History Day. Senior Planner Teiche indicated that the Board has a booth reserved at the event. Board Members discussed who was available to staff the table through the day and discussed ideas to promote Larkspur history.
- Board Member Cappelletti announced to the Board that the library would be permitting a series of history displays in the library cabinet and asked if the Board would like to participate. Board Members discussed items in the Boards archival collection that could be included in a display.

APPROVAL OF MINUTES September 5, 2019.

M/S Lanctot/Hobbel moved, and the Board approved 5-0 (Board Member Knorpp absent) the September 5, 2019 meeting minutes as drafted.

NEXT MEETING DATE TBD

Chair Storek adjourned the meeting at 6:34 PM

Respectfully submitted,

Kristin Teiche, Senior Planner/Recording Secretary

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted during the September 15, 2020 meeting of the Heritage Preservation Board.

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

Kristin Teiche, Senior Planner/Recording Secretary