

DRAFT
MEETING MINUTES OF THE
HERITAGE PRESERVATION BOARD
September 23, 2021

ROLL CALL

Vice Chair Culhane called the meeting to order at 6:30 p.m.

Present: Board Members: Richard Storek, Lelia Lanctot, Sonia Gallant, Vice Chair Culhane, Carol Goldberg

Absent: Board Member(s): None

Staff: Kristin Teiche, Senior Planner/Recording Secretary

PUBLIC COMMENT

None

PLANNING STAFF'S ORAL REPORT

Senior Planner Teiche reported on the following:

- Planning remains short staffed. Recruitment so far has been unsuccessful. Planner Teiche is hopeful that upcoming interviews in the following week will result in new staff.
- Planning Director will be retiring in December and Planner Teiche will be retiring approximately March of 2022. Recruitment has begun for the new Community Development Director.
- With all the housing sales and turnover, including historic residences, the City is currently processing several proposals to extensively remodel historic homes. These should come to the board in the near future. Meetings will be scheduled as the applications become complete.

Vice Chair Culhane asked if Planner Teiche would be willing to provide consulting services to continue staffing the Heritage Board. Planner Teiche indicates she would be open to discussing this possibility with the City Manager if they express an interest in retaining her services. The Board members discussed a proposal to draft written request that Planner Teiche be retained as a heritage board consultant after her retirement.

PUBLIC HEARING ITEM

1. **H 21-28; 15 Rice Lane; APN: 021-263-07; Eric Schmitt, Marin Investment Partners 1, LLC, Applicant/Owners; SD (Storefront Downtown) Zoning District.** The applicants are requesting the Heritage Preservation Board recommend the removal of 15 Rice Lane from Larkspur's Inventory of Historic Resources due to its having been severely altered and modified over the years from its original form and design.

Vice Chair Culhane introduced the hearing item.

Vice Chair Culhane clarified that the Board's action would be a recommendation to the City Council on whether to remove or retain the structure on the Inventory. Senior Planner Teiche confirmed this.

Senior Planner Teiche presented the staff report. She concluded that the Historic Architect has supported the removal of the structure from the inventory.

Board Members asked several clarifying questions of Senior Planner Teiche regarding the remainder of the property.

Applicant Eric Schmitt was then invited to speak. Mr. Schmitt explained the reason for his request, provided a general time-line for when they may proceed with a future application. He also provided some short-term ideas for the commercial portion of the property so that it would better contribute to the downtown, particularly on weekends.

Board Member Lanctot clarified that the purpose of this meeting was solely to provide a recommendation as to whether or not 15 Rice Lane should be delisted from the inventory. Senior Planner Teiche confirmed this is the case. She added that any future application for the property would be presented to the Board for review.

Vice Chair Culhane closed the public hearing portion of the meeting and brought the discussion to the Board.

Board Member Lanctot indicated she would rely on the expertise of the consulting historic architect.

Vice Chair Culhane noted it was originally listed as a D and has little architectural merit.

Board Member Storek indicated that there was little to discuss and recommended the Board agree to de-list. There was general agreement among the Board Members. Vice Chair Culhane asked for a motion.

M/S Storek/Galant moved and the Board approved 5-0 to recommend 15 Rice Lane be de-listed from Larkspur's Inventory of Historic Resources.

BUSINESS ITEMS

1. Election of Officers. Due to the resignation of Board Member Hobbel, a new Chair, and potentially a Vice Chair must be elected.

M/S Storek/Lanctot moved and the Board approved 5-0 to appoint Board Member Culhane as Chair and Board Member Gallant as Vice Chair.

2. Board Member Reports.

Board Member Lanctot informed the Board of the on-going efforts of past Board Members and the Larkspur Community Foundation to identify projects that should be funded and implemented. Progress has been made on the proposal to install informational signs at key locations in Larkspur addressing details about Larkspur history at various public points. The Committee working on this will be addressing the Board in the future to present the proposed sign design and locations.

Chair Culhane and Board Member Gallant also discussed other ideas the Board may wish to support.

APPROVAL OF MINUTES May 27, 2021, Heritage Preservation Board Meeting

M/s Lanctot/Storek and board approved 4-1 (Board Member Goldberg abstain) to approve the minutes of May 27, 2021.

NEXT MEETING DATE: TBD (Meetings are scheduled either quarterly or on an as-needed basis to review proposed development plans that impact a structure listed on Larkspur's Inventory of Historic Resources.)

M/s Storek/Lanctot moved, and the Board approved 5-0 to adjourn the meeting.

Respectfully submitted,

Kristin Teiche, Senior Planner/Recording Secretary

I HEREBY CERTIFY that the foregoing minutes of the October 28, 2021 meeting were duly and regularly adopted during the October 28, 2021 meeting of the Heritage Preservation Board.

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

Kristin Teiche, Senior Planner/Recording Secretary