



HISTORIC LANDMARKS BOARD MINUTES

Community Development Department | 420 Litho Street | Sausalito, CA 94965 | 415-289-4128

DRAFT

MEETING DATE: Thursday, May 12, 2016

MEETING TIME: 6:35 PM

LOCATION: City Hall Edgewater Room, 420 Litho Street, Sausalito

CALL TO ORDER

The Historic Landmarks Board convened at 6:35 PM. Board Member Richardson, Board Member Brown, and Board Member LeBaron were present. Chair McCoy and Board Member Mercado were absent. Assistant Planner Montemayor and Associate Planner Chan were present. Carl Jones on behalf of AT&T and Loren Umbertis on behalf of the City of Sausalito were present.

APPROVAL OF AGENDA

Acting Chair Brown motioned for approval of the agenda as submitted by Staff. Board Member LeBaron seconded the motion. Motion passed 3-0.

PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA – None

OLD BUSINESS – None

NEW BUSINESS

1. CITY HALL BREAKROOM – 420 LITHO STREET

City of Sausalito – Applicant/Property Owner

Staff: Joshua Montemayor

DESCRIPTION: The City of Sausalito requests an Administrative Design Review Permit for a Capital Improvement Project within City Hall for conversion of an existing bathroom/storage to a conference room and breakroom.

PROJECT: Review the proposed project for adherence to the Secretary of the Interior's Standards for the Treatment of Historic Properties in being a City of Sausalito Noteworthy Structure.

Assistant Planner Montemayor provided an overview of the project.

The Board reviewed the Historic Resource Evaluation and Project Evaluation prepared by Preservation Architecture.

Public Works Division Manager Loren Umbertis provided a brief description of the proposed work. Board Member LeBaron recommends that the design consistency of the new door and windows with the existing doors and windows of the building be maintained. Board Member LeBaron compared the south elevation to the east elevation where the proposed clerestory windows above the French doors on the east elevation are not in alignment with other existing windows on the same elevation. After brief discussion of the suggestions, Public Works Division Manager Umbertis asserts that the design features will be discussed with the architect. Board Member Richardson requests sconces to be included to illuminate the area outside the new French doors. Acting Chair Brown questions the removal of the restroom and if adequate number of restroom facilities are already provided in City Hall. Public Works Division Manager Umbertis affirms that the suggestions will be taken into consideration. Board Member Richardson inquired about the Capital Improvement Budget. Umbertis responds with a brief overview.

The Board concluded their review by making the following recommendations: (1) East elevation shall match the clerestory windows of the French doors to the same level of the other windows on the same elevation. (2) Provide sconces outside French doors to illuminate the exiting area.

2. AT&T UPGRADES TO WIRELESS FACILITY – 300 SPENCER AVENUE

AT&T – Applicant

Staff: Joshua Montemayor

City of Sausalito – Property Owner

DESCRIPTION: Shore 2 Shore Wireless, on behalf of AT&T, requests a Design Review Permit and Conditional Use Permit for modification to an existing wireless facility located on the rooftop of the City's Fire Station No. 2.

PROJECT: Review the proposed project against the recommendation made by the HLB on March 3, 2016 and for adherence to the Secretary of the Interior's Standards for the Treatment of Historic Properties. Provide project recommendations as appropriate.

Assistant Planner Montemayor provided an overview of the project and brief overview of the last HLB review conducted on the property.

Carl Jones, Project Manager on behalf of AT&T, provided a background on the project. Project Manager Jones stated that modifications to the existing antennas will be identical and the upgrades are for capacity demands.

Board Member Richardson asked if AT&T can be responsible for maintaining landscaping. Project Manager Jones responded stating that there is a rent increase from the City for AT&T's use of the City owned property. Staff clarified that the maintenance and upkeep of the 300 Spencer site is the City's responsibility.

The HLB concluded their review by stating that based upon the information available and presented, the HLB recommends to discuss landscape maintenance with the new lease between AT&T and the City, that with the increase in rent that some funds be earmark for repairing the structure, keep trash removed, and landscape restored (or closely similar) to Halprin's original design, with acknowledgement and compliance with current drought requirements.

APPROVAL OF MINUTES

Board member Richardson motioned for approval of the April 27, 2016 minutes as submitted by Staff. Board Member LeBaron seconded the motion. Motion passed: 3-0.

COMMUNICATIONS

STAFF COMMUNICATIONS

- Associate Planner Chan provided an overview to the HLB of the items to be reviewed at the next meeting.

HLB COMMUNICATIONS - None

ADJOURNMENT

Board Member LeBaron motioned to adjourn the meeting. Board Member Richardson seconded the motion. Motion passed 3-0. The meeting adjourned at 7:28 PM.

MEETING MINUTES APPROVED

Chair John McCoy or Signatory	Date
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