



# HISTORIC LANDMARKS BOARD MINUTES

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

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**MEETING DATE:** Thursday, April 14, 2016

**MEETING TIME:** 6:30 PM

**LOCATION:** Edgewater Room, 420 Litho Street, Sausalito

## CALL TO ORDER

The Historic Landmarks Board meeting began at 6:30 PM. Chair McCoy, Board Member Richardson, Board Member Brown, and Board Member LeBaron were present. Board Member Mercado was absent. Associate Planner Chan was present.

Members of the public in attendance included: Matthew Szeto (Veterans Affairs Facilities Planner).

## APPROVAL OF AGENDA

Board Member Brown motioned for approval of the agenda. Board Member Richardson seconded the motion. Motion passed 4-0.

**PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA – None**

**OLD BUSINESS – None**

## NEW BUSINESS

### 1. MACHINE SHOP – 25 LIBERTY SHIP WAY

U.S. Department of Veterans Affairs – Applicant/Property Owner

Staff: Chan

**DESCRIPTION:** The U.S. Department of Veterans Affairs is requesting a study session review for improvements to the Machine Shop property. Improvements include stabilization and rehabilitation of the Machine Shop structure and the addition of temporary modular office units.

**PROJECT:** Conduct a Study Session review of the project and provide feedback and/or recommendations.

Associate Planner Chan provided an overview of the project.

Veterans Affairs (VA) Facilities Planner Matthew Szeto provided an oral presentation including discussion on: project history, project scope, timelines, budget, and long-range plans. The HLB asked questions on: project materials, timeline, budget, and long-range plans. The project will improve the exterior envelope of the Machine Shop structure and install the temporary (time estimate: 0-5 years) modular office units. The proposed hardi-plank siding will mimic the plywood siding that currently exists. The designs have been reviewed by qualified structural engineers to be adequate. An adaptive reuse feasibility study has been prepared and resulted in a positive finding. The "mothball" efforts are scheduled to begin in September 2016. The mothball efforts are packaged together with the addition of temporary modular office units due to funding sources established by the VA. The mothball efforts will begin prior to installation of the modular units. In the event that a private developer is selected to redevelop the Machine Shop site, the modular units would be removed. The HLB recommended minor landscaping be considered for the perimeter fencing and encouraged neighborhood outreach when/if the time comes for securing a public/private partnership for redevelopment.

**APPROVAL OF MINUTES**

Board Member LeBaron motioned for approval of the March 3, 2016 minutes as submitted by Staff. Board Member Brown seconded the motion. Motion passed: 4-0.

**COMMUNICATIONS**

**STAFF COMMUNICATIONS**


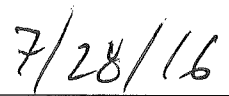
- Associate Planner Chan provided an update on upcoming HLB meeting items.


**HLB COMMUNICATIONS**

- The HLB discussed with Staff methods to increase communication efficiency regarding meeting attendance.

**ADJOURNMENT**

Board Member Brown motioned to adjourn the meeting. Board Member LeBaron seconded the motion. Motion passed 4-0. The meeting adjourned at 7:35 PM.

<b>MEETING MINUTES APPROVED</b>	
	
Chair John McCoy or Signatory	Date

  
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