



HISTORIC LANDMARKS BOARD MINUTES

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

Approved on March 21, 2018

MEETING DATE: January 25, 2018

MEETING TIME: 6:30 PM

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

CALL TO ORDER

The Historic Landmarks Board (HLB) convened for the regular meeting at 6:30 PM. Chair Brown, Vice Chair Neuman, and Board Member Saad were present. Community Development Director Danny Castro and Senior Planner Chan were present. From M-Group, Heather Hines and Lilly Bianco were present.

APPROVAL OF AGENDA

Vice Chair Neuman motioned for approval of the Agenda. Board Member Saad seconded the motion. The motion was unanimously approved by a voice vote.

PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA

Member of the public including Eric Torney, Tony Badger, Margaret Badger, Shelby Van Meter and Bill Hynes (Sausalito Beautiful), and Peter van Meter provided public comment regarding the HLB's important role in historic preservation alongside the General Plan Update.

APPROVAL OF MINUTES

Board Member Saad motioned for approval of the HLB Meeting Minutes for December 20, 2017. Vice Chair Neuman seconded the motion. The motion was unanimously approved by a voice vote.

OLD BUSINESS – None

NEW BUSINESS

1. GENERAL PLAN UPDATE – HLB STAKEHOLDER MEETING

Staff: Heather Hines and Lilly Bianco from M-Group, the City of Sausalito's General Plan Update Consultant

DESCRIPTION: With City Council and the Sausalito Planning Commission, the Historic Landmarks Board is the primary governing body involved in implementing the Community Design and Historic Preservation Element of the City's General Plan. Sausalito's General Plan dates to 1995, and the City is undertaking a strategic General Plan Update with assistance from M-Group. To inform a background conditions report on historic preservation, M-Group has conducted several outreach activities and met with multiple "stakeholders." M-Group is seeking Historic Landmarks Board feedback and insight on historic preservation issues as a major stakeholder on this topics in the community.

DISCUSSION TOPICS/QUESTIONS:

- A. What is working well and what is not working well in the Historic Preservation process?
 - Does the Board have the tools to effectively and efficiently review projects?
 - Are there project types that could warrant concept review?
 - Are there suggestions for streamlining review and achieving better outcomes?
- B. Policy CD-7.2 and CD-7.3 of the City's existing General Plan Community Design and Historic Preservation Element relate specifically to the HLB and historic preservation in Sausalito. See Attachment 2 within the memorandum for a summary of these policies and the associated implementation programs with a status update provide by staff. Provide input on the validity of existing policies and highlight new policies that may be missing.
- C. Have the 2011 Historic District Design Guidelines appropriately addressed concerns related to size and massing of new development? Is more attention to this issue needed?

- D. A major challenge for Sausalito is retaining the "feel" or sense of place in the Historic District due to the pressures from tourism-oriented (i.e. visitor-serving) activities. Are there ways to improve the mix of uses (local versus visitor-serving) that would facilitate a more well-rounded preservation program.
- E. The Downtown Historic District historical development pattern includes second story residential uses, yet this was removed from the City's development requirements. Is this appropriate? Are there other historic development patterns that are not appropriately or adequately reinforced by current development standards and design guidelines?
- F. The Downtown Historic District stands to be substantially impacted by sea level rise. How has the City considered responding to this risk – what recommendations does the HLB have for addressing this issue?
- G. The City is currently undertaking a Historic Preservation Regulations Update. Are there additional considerations to add to the items currently contained in the HPR Update?
- H. A citywide historic context statement is planned as part of the establishment of a Local Historic Resources Inventory, a proposed feature of the Historic Preservation Regulations Update. Does the HLB have comments or issues to raise to inform the preparation of the context statement?

PROJECT:

1. Review the materials presented in the memorandum in preparation for the meeting.
2. Review the discussion topics/questions prepared for the Board in preparation for the meeting.
3. Provide feedback on the discussion topics/questions.
4. Highlight other issues related to historic preservation that may have been overlooked in the discussion topics/questions list.

Heather Hines and Lilly Bianco from M-Group led the Stakeholder Meeting. Below are major "takeaway" points provided in notes from Lilly Bianco.

- *Emphasize relationship to water/working waterfront*
 - *Give due consideration to Marinship*
- *Acknowledge/protect cultural landscape elements*
 - *Recognize importance of topographical, spatial organization (relation to water/trees)*
 - *Conduct heritage tree inventory*
- *Design Review Guidelines*
 - *Details what to preserve, but now how*
 - *Guidelines need more technical guidance*
- *Resiliency*
 - *Historic District/Marinship at risk for inundation*
 - *Fire danger also a concern*
 - *Need to be more proactive*
- *HLB Role*
 - *HLB currently underutilized*
 - *Would welcome more continuing education – once/year?*
 - *Working towards updating HLB guidelines- going forward onus to be placed on property owners to determine historic significance of property*
 - *Would benefit from more members who have greater level of knowledge/expertise in historic preservation or related disciplines*
 - *Would like to develop some sort of statement of procedure to help properties/staff? Understand potential for a property to be historic*

General Observations:

- *Recognize cultural landscapes*
- *Complete the historic survey/context which is already in progress*
- *Adopt Mills Act*
- *Recognize MCM architecture*
- *Institute continuing education for HLB at regular intervals*

- Consider how tourism is treated and directed
- Need to differentiate between “historic character” and “community character” both important, but require different understanding and approach

2. 2016-2017 CERTIFIED LOCAL GOVERNMENT ANNUAL REPORT

Staff: Calvin Chan, AICP – Senior Planner

DESCRIPTION: The City of Sausalito is a Certified Local Government (CLG). The CLG Program encourages local governments to integrate local historic preservation interests and concerns into local planning and decision-making processes. As part of CLG reporting requirements, each year, CLGs submit an annual report to the California Office of Historic Preservation to assist in the tracking of ongoing local preservation program activities.

PROJECT: Review and approve the 2016-2017 CLG Annual Report, with revisions as necessary, for submission to the California Office of Historic Preservation.

Senior Planner Chan provided an overview of the 2016-2017 CLG Annual Report. The HLB reviewed the document and provided feedback. The HLB approved the 2016-2017 CLG Annual Report for submission to the California Office of Historic Preservation.

3. 2018 HISTORIC LANDMARKS BOARD MEETING CALENDAR

Staff: Calvin Chan, AICP – Senior Planner

DESCRIPTION: The Community Development Department has prepared a draft Historic Landmarks Board meeting calendar for 2018.

PROJECT: Review and adopt the 2018 Historic Landmarks Board meeting calendar, with revisions as necessary.

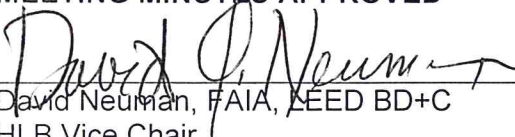
Senior Planner Chan provided an overview of the 2018 HLB meeting calendar. The HLB reviewed the calendar and provided feedback. Each member will review their personal calendars for potential conflicts and contact Staff. Staff will revise the meeting calendar for adoption at the next meeting.

COMMUNICATIONS

Staff and the HLB discussed the scheduling of continuing education/historic preservation training opportunities at regularly scheduled HLB meetings—in addition to regular business items. Vice Chair Neuman to work with Staff to identify possible training opportunities.

ADJOURNMENT

Chair Brown motioned to adjourn the meeting. The motion was unanimously approved by a voice vote. The meeting adjourned at 8:45 PM.

MEETING MINUTES APPROVED	
	5/9/18
David Neuman, FAIA, LEED BD+C HLB Vice Chair	DATE