



HISTORIC PRESERVATION COMMISSION MINUTES

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

MEETING DATE: September 27, 2018

MEETING TIME: 6:00 PM

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

1. CALL TO ORDER

The Historic Preservation Commission (HPC) convened for a regular meeting. Chair Neuman, Vice Chair Saad, and Commissioner Werner were present. Commissioner Berkowitz and Commissioner Whiles were absent. Secretary Chan was present.

2. APPROVAL OF AGENDA

The HPC unanimously approved the agenda by a voice vote.

3. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

No members of the public in attendance.

4. BUSINESS ITEMS

4.A. HISTORIC PRESERVATION COMMISSION PURPOSE STATEMENT

PROJECT: Review current statement and draft proposed statements and provide recommendations for revision, as necessary. Finalize the HPC purpose statement.

- The HPC reviewed the current statement and draft proposed statements and provided recommendations for revision.
- ACTION ITEM: Secretary Chan to clarify with the City Attorney if there is a legal difference between a purpose statement and mission statement. Ensure no HPC duties specified in the Sausalito Municipal Code are negatively affected by any re-write of the HPC's purpose/mission statement.
- ACTION ITEM: Secretary Chan will revise the draft purpose statement based on HPC feedback and present for discussion/adoption at next meeting.

4.B. HISTORICAL RESOURCE DETERMINATION INFORMATION PACKET

PROJECT: Review draft information packet (the new "50-Year Review Memo" to be completed by the applicant) and provide recommendations for revision, as necessary.

- The HPC reviewed the draft information packet and provided recommendations for revision.
- ACTION ITEM: Secretary Chan will revise the draft information packet based on HPC feedback and present for review at next meeting.

4.C. CERTIFICATE OF APPROPRIATENESS APPLICATION

PROJECT: Review draft application and provide recommendations for revision, as necessary.

- The HPC reviewed the draft application and provided recommendations for revision.
- ACTION ITEM: Secretary Chan will revise the draft application based on HPC feedback and present for review at next meeting.
- ACTION ITEM: Secretary Chan will explore City-sponsored public access to the California Historical Resources Information System (CHRIS) and Sonoma Northwest Information Center—requires a secured public-facing technology component (e.g. computer station, iPad).

4.D. SAUSALITO CITYWIDE HISTORIC CONTEXT STATEMENT

PROJECT: Review VerPlanck Historic Preservation Consulting's September 2015 Final Draft and provide recommendations for revision, as necessary. The finalization of this citywide historic context statement is necessary for the undertaking of a comprehensive citywide historic resources survey and resultant, updated Local Historic Resources Inventory.

CERTIFIED LOCAL GOVERNMENT (CLG) INFORMATION: Historic contexts and surveys are critical tools for understanding, identifying, evaluating, and protecting those resources which give each community its individual character and sense of place. Historic contexts provide the foundation for preservation planning. Historic resource surveys are performed to identify, record, and evaluate historic properties within a community, neighborhood, project area, or region. Surveys provide information needed to make informed planning decisions, prioritize preservation goals and objectives, develop and implement land use policies, perform environmental reviews pursuant to CEQA, develop adaptive reuse and heritage tourism initiatives, educate the public and increase the understanding of and appreciation for the built environment as a tangible reminder of the community's history. Surveys also assist in the identification of resources worthy of designation in a local register of historic resources, the California Register of Historical Resources, or the National Register of Historic Places, as well as properties potentially eligible for federal tax benefits or other state and local preservation incentives. [http://ohp.parks.ca.gov/?page_id=23317]

- The HPC reviewed the Sausalito Citywide Historic Context Statement and endorsed its adoption to support the future citywide historic resources survey.
- ACTION ITEM: HPC members to individually send edits for the draft document to Secretary Chan.
- ACTION ITEM: Secretary Chan to follow up with VerPlanck and the Community Development Director regarding the next steps necessary to finalize/adopt the Sausalito Citywide Historic Context Statement.
- The HPC recommended that within the future scope of work for finalizing/adopting the context statement, VerPlanck prepare a presentation summarizing the path for completing a citywide historic resources survey/inventory in Sausalito.
- ACTION ITEM: Chair Neuman to send list of requested data to complete the GIS analysis for estimating the number of structures in Sausalito ("the count") to Secretary Chan. Secretary Chan to reach out to other City departments to determine if the data is available.

5. OPEN HOUSE/CONTINUING EDUCATION

Review of California Preservation Foundation Webinar

Title: CEQA and Historic Resources: An Overview

- ACTION ITEM: As the full HPC was not present, it was decided that the review of the webinar training would be homework for the HPC to complete prior to the next meeting. Click [here](#) to access webinar.

6. APPROVAL OF MINUTES

The August 21, 2018 HPC Minutes were approved as submitted.

7. COMMUNICATIONS

- Chair Neuman encouraged the HPC to explore opportunities for involvement in the Sausalito General Plan Update.

8. ADJOURNMENT

The HPC unanimously approved meeting adjournment at 7:30 PM.

**SEPTEMBER 27, 2018 HPC MEETING MINUTES REVIEWED
AND APPROVED AT OCTOBER 11, 2018 HPC MEETING**