



# HISTORIC PRESERVATION COMMISSION MINUTES

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

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**MEETING DATE:** February 7, 2019

**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, Commissioner Berkowitz, Commissioner Werner, and Commissioner Whiles were present. Secretary Chan was present.

## 2. APPROVAL OF AGENDA

Vice Chair Saad moved to approve the agenda as submitted by Staff, with the addition of two sections: "Public Comments on Items not on the Agenda" and "Communications." Commissioner Whiles seconded the motion. The motion was approved 5-0.

## 3. APPROVAL OF MINUTES

Commissioner Werner moved to approve the November 29, 2018 HPC Minutes as submitted. Vice Chair Saad seconded the motion. The motion was approved 5-0.

## 3. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

No public comments on items not on the agenda.

## 4. BUSINESS ITEMS

The HPC had no declarations to make regarding public contacts.

### 4.A. NOVEMBER 29, 2018 HPC MEETING MINUTES

**PROJECT:** Review draft Minutes from the November 29, 2018 HPC Meeting. Approve Minutes, as appropriate.

- Commissioner Werner moved to approve the November 29 HPC Minutes as submitted. Vice Chair Saad seconded the motion. The motion was approved 5-0.

### 4.B. 2019 HPC MEETING CALENDAR

**PROJECT:** Review draft 2019 HPC meeting calendar and provide Staff with direction for any edits. Adopt 2019 meeting calendar, as appropriate.

- Commissioner Werner moved to approve the 2019 HPC Meeting Calendar as submitted. Chair Neuman seconded the motion. The motion was approved 5-0.
- Commissioner Werner will be unable to attend on 5/23.
- Chair Neuman will be unable to attend on 6/27.
- Commissioner Werner will be unable to attend on 7/25.
- Commissioner Werner may be unable to attend on 12/19.
- ACTION: Secretary Chan to provide approved 2019 HPC meeting calendar.

### 4.C. 2017-2018 CERTIFIED LOCAL GOVERNMENT ANNUAL REPORT

**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 2017-2018 CLG Annual Report, with revisions as necessary, for submission to the California Office of Historic Preservation.

- The HPC reviewed the draft 2017-2018 CLG Annual Report and discussed goals for the next year. Edits to the CLG annual report were provided to Secretary Chan for incorporation prior to submission to the California Office of Historic Preservation.
- **ACTION:** Commissioner Whiles will draft a letter for the HPC to send to the City Council and City Manager requesting additional support for the HPC to accomplish its goals for the next year.

## **5. COMMUNICATIONS**

- Secretary Chan discussed a request for a special HPC meeting on March 14. The HPC agreed to conduct a special meeting on March 14.
- Secretary Chan and the HPC discussed potential training/outreach opportunities in partnership with the California Preservation Foundation (CPF).
  - Topic of Interest: Mills Act (benefits, concerns, sticks and carrots, getting involvement from the real estate community)
  - Level of Knowledge/Presentation: general public
  - Length: half day—potentially on a weekend

## **6. ADJOURNMENT**

Commissioner Werner moved to adjourn the meeting. Commissioner Whiles seconded the motion. The motion was approved 4-1 absent (Commissioner Berkowitz departed the HPC meeting early due to a prior engagement).

<p><b>FEBRUARY 7, 2019 HPC MEETING MINUTES REVIEWED AND APPROVED AT APRIL 25, 2019 HPC MEETING</b></p>
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