



# HISTORIC LANDMARKS BOARD MINUTES

CITY OF SAUSALITO

FINAL

COMMUNITY DEVELOPMENT DEPARTMENT / 420 LITHO STREET / SAUSALITO, CA 94965 / (415) 289-4128

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**MEETING DATE:** Wednesday, April 27, 2011  
**MEETING TIME:** 5:30 P.M.  
**LOCATION:** Conference Room, 420 Litho Street

## CALL TO ORDER / ROLL CALL

The HLB meeting convened at 5:34 PM. Board Members Nichols, Pierce, and Flavin were present. Board member Kiernat arrived at 5:55 PM. Associate Planner Burns was also present.

1. **APPROVAL OF AGENDA-** *No changes to agenda.*
2. **PUBLIC COMMENTS ON ITEMS NOT ON THIS AGENDA-** *None*
3. **NEW BUSINESS-**

### A. Historic Preservation Regulations

The HLB reviewed the draft scope of work for the update of the City's Historic Preservation Regulations. The HLB identified concerns regarding the "Compensation" section of the draft Request for Proposal (RFP). Specifically, the HLB did not like the use of the term "satisfactory" and would like the RFP to be completed on a fixed fee basis.

### B. FY 2011-12 Prioritized Project List

The Historic Landmarks Board identified the following four priorities for City Council consideration for the 2011-2012 Fiscal Year:

#### 1. **Marinship National Register Nomination.**

The Marinship Historical Context Statement and Inventory is nearing completion (2010-2011 priorities). Once completed, the Marinship may be eligible to become a National Register District. The HLB would like to pursue, as the top priority, the submittal of an application for the establishment of a National Register District, if eligible.

#### 2. **Education and Public Outreach Opportunities.**

With the Historic Design Guidelines nearing completion (2009-2010 priority), the Historic Preservation Regulations underway, and current HLB initiated projects such as placement of the Noteworthy Structures list onto the Local Historic Register, the HLB has identified a need to educate the community on what these historic preservation projects all mean. The HLB finds it important to educate the community on a variety of topics such as, the benefits of historic preservation, Historic Preservation and the Green Movement, What do I need to do to remodel my historic house?: A case study on the use of the Historic Design Guidelines and applicability of the Historic Preservation Regulations, and Historic Neighborhoods of Sausalito.

The HLB is requesting, as a second ranked priority, that the unused \$10,000 allocated for the CLG application be rolled over to create a public lecture series to educate our citizens on the importance of historic preservation in our community.

#### 3. **City-wide Historic Context Statement.**

The HLB would like, as a third ranked priority, the preparation of a Historic Context Statement for the entire City. The HLB determined the Historic Context Statement would be beneficial in identifying future priorities, as well as being utilized by other long range planning projects such as a General Plan Update, Central Waterfront Specific Plan, and/or Marinship Specific Plan Update.

**4. Downtown Historic Overlay Zoning District National Register Nomination.**

The HLB would like to pursue, as a last priority, the submittal of an application for the establishment of a National Register District for the Downtown Historic Overlay Zoning District.

**4. OLD BUSINESS-**

**A. Noteworthy Structures List Assessment**

In an effort to understand whether the City's existing noteworthy structures are eligible for nomination for the Local Historic Register, the HLB will prepare DPR 523 forms for the properties. It was further decided that the HLB would phase the preparation and completion of the DPR 523 forms by prioritizing the existing Noteworthy Structures List by groups of ten. The HLB determined to prepare the DPR 523 forms for the following group:

Tyrell Cottage	47 Miller Avenue	Kiernat & Pierce
Alta Mira Hotel	126 Harrison Avenue	Nichols & Flavin
Horn House	215 South Street	Kiernat & Burns
Rety House	323 Pine Street	Nichols & Flavin
Central School	420 Litho Street	Burns & Pierce
Schiller Haus	603 Main Street	Pierce & Nichols
Frost Residence	640 Sausalito Blvd.	Flavin & Pierce
O'Connell Seat	Harrison/Bulkley	Nichols & Flavin
Second Richardson School	Bridgeway/Litho	Kiernat & Burns

Further discussion on the existing Noteworthy Structures List was continued until such time as a special meeting can be scheduled for a training session on the requirements for preparing the DPR 523.

**5. APPROVAL OF MINUTES – Minutes continued to the March 11, 2011 meeting.**

**6. COMMUNICATIONS- None**

**ADJOURNMENT – The meeting was adjourned at 7:30 PM**

Meeting Minutes Approved \_\_\_\_\_  
*A. Nichols*  
Secretary 6-8-11  
Date