DRAFT MEETING MINUTES

CITY OF PACIFIC GROVE
HISTORIC AND DESIGN REVIEW PROCESS EVALUATION COMMITTEE

Tuesday, June 30, 2015, 4:00 P.M.
Council Chambers – City Hall – 300 Forest Avenue, Pacific Grove, CA
(Audio recording of meeting is available at https://soundcloud.com/pg93950/5-26-15-historic-design-review-process-evaluation-committee-recorded-minutes)

1. **Call to Order at 4:00 pm**
   Meeting was called to order by the Chair at 4:00 p.m.

   Roll Call
   Committee Members present: Robert Huitt, Chair; Michael Gunby, ARB Representative; Maureen Mason, HRC Representative; Luke Coletti and Anthony Ciani, Public Members
   Members Absent: None

1. **Approval of Minutes**
   Minutes were approved with corrections.

2. **General Public Comment**
   None

3. **Report from City Planners on the process of historic design review**
   a. Ashley Hobson, City of Carmel
      Historic design review goes to the Historic Resource Board (HRB) for a recommendation to the Planning Commission.
      Staff makes a determination if a structure is eligible or ineligible for the Historic Resources Inventory. A notice is emailed to the HRB of the Staff decision and the HRB has a 10 day period to approve or request a hearing.
   b. Christy Hopper, City of Monterey
      Monterey has a Historic Review Commission that does design review for all historic structures.
      Public Comment
      Bill Peake, Council member spoke
      Jeff Becom, Pacific Grove resident spoke
      David Hines, PG HRC member spoke

4. **Consideration of alternative structures Staff report from Laurel O'Halloran**
   a. Attachment A
      Staff explained the current process for Pacific Grove design review and explained the two alternatives and how they would change the current process.
      Basically the current process requires all design review to go before the ARB and if a structure is 50 years or older the project will first go to the HRC to determine if it is eligible for the Historic Resources Inventory prior to going to ARB.

The first alternative would be 2 separate committees which would require all historic structures to have the design review to be determined by the HRC and all other structures would have design review determined by the ARB.

The second alternative would combine the HRC and the ARB and all design review would be determined by this committee as well as determining if a house that is 50 years or older is eligible for the HRI.

Public Comment
Jeff Becom, PG resident

Public comment was closed and the committee discussed.
Maureen Mason likes the idea of the two separate committees having the HRC do all design review for historic structures.
Anthony Ciani likes the two committees and would like Staff to be trained in the application of the Interior Standards.
Michael Gunby likes the two committees and would like Staff to make the first cut with historic determination.
Luke Coletti feels the two separate committees are the best choice.
Robert Huitt recommends the two committees and likes the description of the HRC requirements.

Public Comment
Jeff Becom, PG resident would like to allow the architect and contractors to be retired as part of the HRC requirements.
Rick Steres, ARB Chair would like the qualification to be recommendations not requirements.
Sally Moore, PG resident

Public comment closed

On a motion by Member Ciani, seconded by Member Mason, the board voted 5-0-0-0 to approve two separate committees.

On a motion by Member Mason, seconded by Member Ciani, the board voted 5-0-0-0 to approve two separate committees will be made up of 7 members.

Member Coletti expressed that we need to have faith in the process not in the particular Staff person.

Chair Huitt expressed that a well trained Staff will perform better. The qualifications for the HRC should be guidelines not requirements.

On a motion by Member Ciani, seconded by Member Coletti, the board voted 5-0-0-0 to have the City Council address the recommendations from the Historic Context Statement.

5. **Next Meeting: July 22, 2015 4:00 pm**

6. **Adjournment 5:45 pm**

APPROVED BY HISTORIC AND DESIGN REVIEW COMMITTEE:

_____   _____

             Robert Huitt, Chair   Date