

**Heritage Preservation Board
Regular Meeting
May 16, 2005**

Miscellaneous Business

Call to Order

Sallyanne Wilson, Acting Chair called the meeting to order at 6:05 p.m.

Present: Board Members Sallyanne Wilson, Helen Heitkamp, Nancy Curley, Greyson Marshall, Planning Director Nancy Kaufman, Planner Kristin Teiche

Absent: Chair Jim Adams and Vice Chair Marilyn River, Kathy Kearley Green, Heather Steil.

Staff Report – Kristin Teiche:

- The Planning Department has signed off on the building permit for a new restaurant in the historic Brick Kiln.
- The building permit plans for a new residence at 15 Monte Vista are being reviewed by the City. The Board should be prepared for the demolition of the existing older residence.
- The County of Marin Auditors office has contacted staff regarding the status of the \$15,000 grant awarded to the City to pay for Phase II, an evaluation of potential additions to Larkspur's historic inventory. A copy of the letter, sent in response to their inquiry, is attached. With some prompting, the consultant Dan Petersen has produced a billing for his work to date.
- A thank you letter was sent to Bill Howard for the historic restoration of the retail façade at 465 Magnolia Avenue. The proposed new painting plan for all three buildings at this site will begin when construction on the rear building is complete.

1. New Business Item

City Council Resolution assigning the duties of the ReStore Committee to the Heritage Preservation Board.

Planning Director Nancy Kaufman presented a draft resolution proposing to appoint the Heritage Preservation Board to act as the ReStore Committee along with Finance Director Ernie Hutchings as an ex-officio member, and one additional appointment with a background in finance, lending etc. Planning

Director Kaufman noted that there has been inadequate interest in the ReStore loan program to justify the continued appointment of a separate committee.

Acting Chair Wilson noted that a primary duty of the ReStore Committee was marketing the program to downtown property owners. There was some additional discussion on what this might entail. Boardmember Curley noted that the maximum loan amount noted in the draft resolution was incorrect. The maximum had been increased several years back.

Boardmembers Marshall/Curley moved to recommend adoption of the draft resolution to the City Council.

All approved.

Regular Business Items

1. Re-Evaluation of Larkspur's Inventory of Historic Resources

Staff Planner Teiche informed the board that she had received training on the new database created by consultant Dan Petersen for Phase I, the re-evaluation of Larkspur's existing Inventory of Historic Resources. Final data input to complete the electronic DPR forms will begin soon.

Completion of Phase II of the inventory update has been delayed from May 31, to June 30th at the request of the consultant. Staff anticipates bringing the final evaluation report to the Board during the July 18, meeting.

2. Possible Expansion of Downtown Historic District

On Hold pending completion of the Inventory Update.

3. Items for Board Review and/or Comment and Action

HPB Participation in Food and Flower Festival

Boardmember Curley appraised the Board of her meeting with Bernice Biaza, President of the Lark Theatre regarding the possibility of showing the "Living In Larkspur" video at the theatre during the "Food and Flower Festival" June 12th. Bernice is asking the Board to assist in promoting the show by preparing and distributing the advertisement.

Boardmember Wilson noted that the Lark Theatre was not planning any movie showings during the festival, but intended to be open to allow the

public to see the restoration of the interior. Bernice is excited about showing the movie.

- Boardmember Wilson noted she had offered to write a press release.
- Boardmembers Curley and Heitkamp will search through their old files to see if they have any old advertisements for the movie from when it was first released.
- Staff Planner Teiche will investigate whether the Board may distribute a flyer about the upcoming movie showing at the May 25th CLASP meeting.
- Boardmember Curley will follow up with Chair Jim Adams regarding the progress of his daughter's film project to edit the Heritage Board's video interviews into a short movie. If available, this would be a good addition.
- The board will investigate setting up a table to sell historic photographs and the book, "Larkspur Past and Present" and offering a volunteer sign-up sheet for future projects. Boardmember Wilson will work on organizing a schedule for Boardmembers and volunteers to man the table.

Update on Alexander Street Bridge seismic retrofit

Boardmember Curley presented her comments on her attendance at the "kick-off" meeting for the upgrading and replacement of Larkspur's three bridges, including the historic Alexander Bridge. The consultant, Wood Rodgers, provided a report that addressed a variety of issues and discussed their intended approach toward the project. She expressed concern that the approach promotes replacement instead of restoration. She noted that the Alexander Street bridge is rated a 29 out of 100 for structural sufficiency. There are additional issues related to traffic safety, lack of pedestrian pathways etc. that are of concern.

- Staff Planner Teiche will copy the section of the report dealing with the Alexander Bridge and mail it to all Boardmembers.

Boardmember Curley asked Planning Director Kaufman when the Department of Public Works will be presenting the possible options for the bridge to the Board. Planning Director Kaufman stated that it was too soon to schedule a possible presentation. This will occur when the consultants work is further along.

- Staff Planner Teiche to draft a memo on behalf of the Heritage Preservation Board requesting that all possible effort be made to restore and retrofit the existing historic bridge as opposed to replacing it. Boardmember Wilson's memo on the history of previous meetings and decisions regarding the bridge shall be included as an attachment.

Main Entry door alteration for fire code compliance at Silver Peso

Staff Planner Teiche informed the Board that the City is authorizing a minor alteration to the primary entry door at the Silver Peso to improve safety in the event of an emergency. The original door frame and glass block will not be altered. The air conditioner above the door will be removed and the hole repaired to match.

CEQA and Historic Preservation

Boardmember Wilson shared a booklet "35 years of CEQA" with the Board and noted that one of the chapters covered how CEQA supports historic preservation.

- Staff Planner Teiche will copy the chapter on historic resources and mail this information to all Boardmembers for their review.

4. Update on CLASP

Next meeting will be held in St. Patrick's auditorium on May 25th.

5. Announcements and Attachments

Historic Walks

Boardmember Wilson updated the Board on the efforts that were taken to advertise the Canyon and Downtown Historic Walks offered through the Parks and Recreation Department. The result was a large turnout for both walks.

Picture Framing for Council Chambers

Boardmember Curley updated the Board on her efforts to frame the historic photographs displayed in the Council Chambers. She displayed several framed pictures for the Board. She noted that Mayor Joan Lundstrom has suggested an "Adopt a Photo" program where the picture will include a small note identifying who donated the framing costs. Mayor Lundstrom has also requested that Councilmembers personally donate toward the picture framing.

Boardmember Curley also noted she was pursuing other options such as requesting funds from the Daffodil Society.

- Helen Heitkamp offered to adopt a photo.

- The Board determined that the Council Chambers could accommodate a total of 8 large and 2 small photographs.
- As suggested by Boardmembers Curley/Wilson, moved to spend the funds, on account in the bank, from their historic book and picture sales to pay for picture framing.

All approve.

Updating HPB book “Larkspur Past and Present”

Boardmember Heitkamp announced that she has met with the publisher and is researching what is necessary to update the Boards book Larkspur Past and Present.

- The Board agreed that they would attempt to recruit volunteers to help with the book during the Food and Flower Festival.

6. Approval of Minutes of 3/20/05

Boardmembers Wilson/Curley moved to approve the minutes as prepared.

Approved (Heitkamp abstained)