

**CITY OF CARMEL-BY-THE-SEA  
HISTORIC RESOURCES BOARD  
REGULAR MEETING AGENDA**

Monday, December 15, 2014  
3:30 p.m. Tour  
4:00 p.m. Open Session

City Hall Council Chambers  
East side of Monte Verde Street  
Between Ocean and Seventh Avenues

**A. CALL TO ORDER AND ROLL CALL**

BOARD MEMBERS:

ERIK DYAR, CHAIR  
GREGORY CARPER  
ELINOR LAIOLO  
KATHRYN GUALTIERI  
JULIE WENDT

**B. TOUR OF INSPECTION**

Shortly after 3:30 p.m., the Board will leave the Council Chambers for an on-site Tour of Inspection as noted on “applications” section of the agenda. The public is welcome to follow the Historic Resource Board on its tour of the subject sites. The Board will return to Council Chambers at 4:00 p.m., or as soon thereafter as possible.

**C. PLEDGE OF ALLEGIANCE**

**D. APPEARANCES**

Anyone wishing to address the Board on matters within the jurisdiction of the Board may do so now. Please state the matter on which you wish to speak. Matters not appearing on the Board’s agenda will not receive action at this meeting, but may be referred to staff for a future meeting. Presentations will be limited to three minutes, or as established by the Board. Persons are not required to give their name or address, but it is helpful for speakers to state their name in order that the Secretary may identify them.

**E. CONSENT AGENDA**

1. Consideration of the minutes of October 20, 2014 Historic Resources Board Meeting

**F. APPLICATIONS**

- |   |   |
|---|---|
| 1. DR 14-35 (Hirst)<br>Mike Hirst<br>NW corner of Ocean and San Carlos<br>Block: 71, Lot: 2<br>APN: 010-134-011 | Consideration of a Design Review (DR 14-35)<br>for alterations to a historic building located in<br>the Central Commercial (CC) Zoning District |
|---|---|

**G. DIRECTOR'S REPORT**

1. Update from the Director
2. Goals and Departmental Work-Plan for 2015

**H. SUBCOMMITTEE REPORT**

1. Report on Sub-Committees

**I. DISCUSSION ITEMS**

**J. BOARD MEMBER ANNOUNCEMENTS**

**K. ADJOURNMENT**

Any writings or documents provided to a majority of the Historic Resources Board regarding any item on this agenda will be made available for public inspection in the Planning and Building Department located at City Hall, on Monte Verde between Ocean and 7<sup>th</sup> Avenues during normal business hours.

The next regular meeting of the Historic Resources Board is scheduled for Monday, January 19, 2015.

3:30 p.m. – Tour of Inspection

4:00 p.m. – Regular Agenda

The City of Carmel-by-the-Sea does not discriminate against persons with disabilities. The City of Carmel-by-the-Sea Telecommunication's Device for the Deaf/Speech Impaired (TDD) number is 1-800-735-2929

The City Council Chambers is equipped with a portable microphone for anyone unable to come to the podium. Assisted listening devices are available upon request to the Board Secretary. If you need assistance, please advise the Board Secretary what item you would like to comment on, and the microphone will be brought to you.

**AFFIDAVIT OF POSTING**

*I, Robert A. Mullane, AICP, Community Planning and Building Director, for the City of Carmel-by-the-Sea, DO HEREBY CERTIFY, under penalty of perjury under the laws of the State of California, that the foregoing notice was posted at the Carmel-by-the-Sea City Hall bulletin board, posted at the Harrison Memorial Library on Ocean and Lincoln Avenues and the Carmel Post Office and distributed to members of the media on December 12, 2014.*

Dated this 12<sup>th</sup>, day of December 2014 at the hour of 4:00 p.m.

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Robert A. Mullane, AICP  
Community Planning and Building Director

**MINUTES  
CITY OF CARMEL-BY-THE-SEA  
HISTORIC RESOURCES BOARD  
October 20, 2014**

City Hall Council Chambers  
East side of Monte Verde Street  
Between Ocean and Seventh Avenues

**A. CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair Erik Dyar at **4:00 p.m.**

**PRESENT:** Erik Dyar, Chair  
Gregory Carper  
Elinor Laiolo  
Kathryn Gualtieri

**ABSENT:** Julie Wendt

**STAFF PRESENT:** Rob Mullane, AICP, Community Planning and Building Director  
Marc Wiener, Senior Planner  
Lori Frontella, Acting Deputy City Clerk

**B. TOUR OF INSPECTION**

The Board left to tour the following project site: MA 14-01 (Whittington), SW corner of Ocean and Forest Avenue Carmelo.

The Board returned to City Hall to begin the regular meeting at 4:00 p.m. Chair Dyar reconvened the meeting and called for all roll call. Board Members Dyar, Carper, Laiolo, and Gualtieri were noted as present; Board Member Wendt was noted as absent.

**C. PLEDGE OF ALLEGIANCE**

Members of the audience joined the Board in the Pledge of Allegiance.

**D. APPEARANCES**

There were no appearances.

**E. CONSENT AGENDA**

1. Consideration of the minutes of May 19, 2014 Historic Resources Board Meeting.

Chair Dyar noted a typo on page three of the draft minutes. Mr. Mullane noted that he would amend the minutes accordingly.

**Board Member Carper moved to approve the draft minutes from the May 19, 2014 Historic Resources Board Meeting. Motion seconded by Commissioner Laiolo and carried by the following roll call vote:**

AYES:	COMMISSIONERS: CARPER, LAIOLO, & DYAR
NOES:	COMMISSIONERS: NONE
ABSENT:	COMMISSIONERS: WENDT
ABSTAIN:	COMMISSIONERS: GUALTIERI

**F. APPLICATIONS**

1. MA 14-01 (Whittington)  
Charles Whittington  
SW corner of Ocean and Forest Avenue  
Block: 83, Lot: 1 APN: 010-041-001  
Consideration of a recommendation to the City Council to adopt a Mills Act (MA 14-01) Contract for an existing historic residence located in the Single Family Residential (R-1) Zoning District and a request to place the residence on the Carmel Register of Historic Resources

Marc Wiener, Senior Planner, presented the staff report and summarized the project.

Chair Dyar opened the public hearing.

Speaker #1: Kent Seavey, Historic Preservation Consultant, summarized his review of the subject building. He noted that it is a California ranch with its original use a studio, and that it was the first modern building to be listed in the City's inventory. He noted his support for the inclusion of this property in the Register and the approval of the Mill's Act contract.

Speaker #2: Charles Whittington, owner, spoke on the porch and the reasons for the repair. Mr. Whittington stated that he plans on keeping the house in good shape and not making alterations to its historically-significant components.

Seeing no other speakers, Chair Dyar closed the public hearing.

Chair Dyar asked that Staff more closely monitor proposed repairs done to Historic Properties to make sure they are adhering to the scope of work set forth in the contract.

Mr. Mullane noted a minor correction was needed to the stated property location in the contract.

Carper noted several recommended alterations to the contract, and distributed a handout with these revisions indicated.

Chair Dyar reopened the public hearing

Speaker #2: Charles Whittington, home owner, spoke on the existing fence.

The Chair asked the applicant if he had any issues with the contract and was told that if so he can bring them up when the item goes to City Council.

Seeing no more speakers, Chair Dyar closed the public hearing.

Chair Dyar asked about the vinyl solarium bay component and asked if the applicant would be willing to include restoration of this component as part of the list of maintenance projects for the house.

Chair Dyar reopened the public hearing.

Speaker #2: Mr. Whittington stated that he was willing to put something more complimentary into the maintenance plan.

Speaker #3: Stephanie Kirz, resident, stated her support for the project.

Seeing no more speakers, Chair Dyar closed the public hearing.

**Commissioner Carper moved to add the property in question to the Historic Register and approve the Mills Act agreement as amended by the Board and for the bay window in the kitchen be replaced by some fashion to be more consistent with the historic nature of the property and staff being further directed to complete onsite inspections of exterior work. Motion seconded my Commissioner Gualtieri and carried by the following roll call vote:**

AYES:	COMMISSIONERS: CARPER, LAIOLO, GUALTIERI, & DYAR
NOES:	COMMISSIONERS: NONE
ABSENT:	COMMISSIONERS: WENDT
ABSTAIN:	COMMISSIONERS: NONE

**G. SUBCOMMITTEE REPORT**

1. Establishment of a joint subcommittee to consider a historic survey of Mid-Century Modern buildings in the City

Mr. Mullane provided some information on the background for the formation of this sub-committee, which would also involve two members of the Planning Commission.

**Commissioner Carper moved to establish a joint Sub-Committee to consider mid-century modern buildings in the City for possible recognition and inclusion to Historic Inventory with the nomination of Chair Dyar and Commissioner Gualtieri to this sub-committee. Motion seconded by Commissioner Laiolo and carried by the following roll call vote:**

AYES:	COMMISSIONERS: CARPER, LAIOLO, GUALTIERI, & DYAR
NOES:	COMMISSIONERS: NONE
ABSENT:	COMMISSIONERS: WENDT
ABSTAIN:	COMMISSIONERS: NONE

2. Historic Home of the Month Committee

Chair Dyar gave a report on the sub-committee's progress. The Harmony House and the Bark House were identified as future candidates for articles.

**H. DISCUSSION ITEMS**

No items.

**I. BOARD MEMBER ANNOUNCEMENTS**

No discussion.

**J. DIRECTOR'S REPORT**

Mr. Mullane announced that Board Member Carper was re-appointed to the HRB by the City Council. Mr. Mullane also announced that a City Council work-study session on the Forest Theater repairs project was scheduled for tomorrow at 4:00 pm, and that the Halloween Parade was scheduled for Saturday, October 25<sup>th</sup>. He also updated the Board on recent staff activities and staff recruitments.

**K. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 5:14 p.m.

SIGNED:

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Erik Dyar, Chair

ATTEST:

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Rob Mullane, AICP, Community Planning and Building Director





CITY OF CARMEL-BY-THE-SEA

Historic Resources Board

December 15, 2014

**To:** Chair Dyar and Board Members

**From:** Rob Mullane, AICP, Community Planning and Building Director RM

**Submitted by:** Ashley Hobson, Contract Planner

**Subject:** Consideration of a Design Review (DR 14-35) for alterations to a historic building located in the Central Commercial (CC) Zoning District

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**Recommendation:**

Issue a Determination of Consistency with the Secretary of the Interior's Standards

**Application:** DR 14-35

**APN:** 010-134-011

**Block:** 71

**Lot:** 2

**Location:** NW Corner of Ocean Avenue & San Carlos

**Applicant:** Mike Hirst (Coast Central)

**Property Owner:** Leidig Draper Properties

**Background:**

This project site is located at the northwest corner of Ocean Avenue and San Carlos and is developed with a one-story building that was original built between 1902 and 1903. In 2001, the building was added to the City's Historic Inventory. The building, which is known as the Carmel Realty Co. Building, is historically significant under Criterion #1 in the area of history, as the first and oldest commercial business block in Carmel. It is also significant under Criterion #3, in the area of architecture, for its method of construction as the first "fireproof" concrete block building in Carmel.

Staff notes that the storefront windows, entry, awning, and building colors have been modified several times over the years, as shown in the photographs included in Attachment C. Although multiple modifications to the façade have occurred over time, the historic integrity of the property remains intact.

The building will be occupied by a new retail business named Coast Carmel. The business owner is proposing to make some façade changes, including a new black awning, new wood planters below the windows, and new paint on the structure. As an alternative to the black awning, the applicant would also like the option of adding a wood panel above the front entry that would match the planters.

The proposed alterations are depicted in the plan set included as Attachment D. Staff notes that material samples will be available at the meeting for the Historic Resources Board (HRB) to review. The following is a summary of the proposed alterations:

North (Front) and East (Side) Elevation Changes:

- Existing adobe blocks to be repainted white
- All trim to be painted black (Farrow and Ball “Railings” #31)
- Addition of wood planters below existing windows (five planters total). All wood paneling to be Terra Mai “Lost Coast Redwood” with Fog finish, and planters to be filled with succulents and short grass. The planters will be made of stained redwood and will not extend beyond the building envelope. Dimensions of the proposed planters are included with the plan set.
- Replacement of existing awning on the north (front) elevation with a new black awning that includes the business name.
- As an alternative to the black awning, the applicant is proposing an option to install wood paneling with the business name above the front entry.

**Staff analysis:**

***Facade Alterations:*** The Secretary of the Interior (Secretary) Standard #2 recommends that *“The historic character of a property shall be retained and preserved.”* The Secretary Standards also recommend that *“new additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.”*

The proposed alterations would retain and preserve the historic integrity of the building. The awning and planters are considered temporary features that can easily be removed without impacting the integrity of the building, and are clearly differentiated in color and material from the historic elements of the building.

While staff supports the limited scope of the work, staff is concerned with the compatibility of the proposed new wood elements, including the planter boxes and wood panel above the entry. Secretary Standard #9 states that new work shall be differentiated from the old, but should also be compatible with the historic materials to protect the historic integrity of the building. The proposed wood elements and their associated color would have a Contemporary-style appearance and may not be compatible with the style of this building. In staff's opinion, the black awning would be more compatible with the building and would better preserve the historic character than the proposed wood panel above the entry.

Staff could support wood planter boxes if painted to match the building, or possibly painted a darker color such as black or brown. In addition, staff notes that the proposed planter boxes are 9-inches wide, and would project approximately 4-5 inches beyond the building walls. The HRB should consider the proposed planter box color and design.

**Planning Commission Review:** This Design Review (DR 14-35) application will be reviewed by the Planning Commission, following the issuance of a Determination of Consistency by the HRB. The Commission may require design revisions. Staff will refer this application back to the HRB if the revisions are substantial or potentially inconsistent with the Secretary's Standards.

**Environmental Review:** The California Environmental Quality Act (CEQA) requires environmental review for alterations to historic resources that are not consistent with the. If the alterations are consistent with the standards, potential historic resource impacts under CEQA do not require further analysis. Staff concludes that the proposed alterations would be consistent with the Secretary of the Interior's Standards and therefore, do not require additional environmental analysis.

**Alternatives:** The staff recommendation is to issue a Determination of Consistency with the Secretary's Standards. Alternatively, the Board could direct additional changes to the plan to achieve consistency with the Secretary's Standards, in which case, the Board may need to continue the item to allow the applicant to return with further-revised plans. Finally, the Board could find the application inconsistent with the Secretary's Standards, which would result in either the applicant withdrawing the project or require additional CEQA analysis to evaluate impacts on historic resources.

**ATTACHMENTS:**

- Attachment A – DPR 523 Form
- Attachment B – Secretary of the Interior Standards
- Attachment C – Photographs and Previous Elevations
- Attachment D – Project Plans

**PRIMARY RECORD**

Primary #	_____
HRI #	_____
Trinomial	_____
NRHP Status Code	5S1/5D1

Other Listings Review Code	_____	Reviewer	_____	Date	_____
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Page of Resource Name or #: (Assigned by recorder) *Carmel Development Co. Bldg.*

**P1. Other Identifier:**

**P2. Location:**  Not for Publication  Unrestricted a. County *Monterey*

and (P2b and P2c or P2d. Attach a Location Map as necessary.)

b. USGS 7.5' Quad Date T ; R ; 1/4 of 1/4 of Sec ; B.M.

c. Address: City *Carmel by-the-Sea* Zip *93921*

d. UTM: (Give more than one for large and/linear resources) ; mE/ mN

e. Other Locational Data (Enter Parcel #, legal description, directions to resource, elevation, etc., as appropriate)

*NW Cr. San Carlos & Ocean (Blk 71, Lots 2, 3 & pt of 1)*

Parcel No. *010-134-011*

**P3. Description** (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries)

A one-story, concrete block commercial bldg., square in plan, resting on a concrete foundation. The exterior wall cladding is a hollow-core concrete block, faced as rusticated stone. The building is characterized by three enframed window walls, w/ a ribbon band of smaller fixed transom lights running the full width of the building front, over three separate store fronts, w/large, plate glass show windows and recessed central entries. Decoration is limited to a narrow, continuous molded trim above the show windows, which exhibits a slight return on the east side elevation of the building, and slightly raised, cement stucco-clad bases below the windows. A plain concrete block parapet wraps the perimeter of the building just above the roof line. The roof is covered w/tar & gravel. The base of the Carmel Duug Store, the oldest remaining business in the block, was faced w/black marble panels in the early 1920s. Three new windows were cut into the east side-elevation in 1989. The transom windows are still visible below the Carmel Drug Store sign board, while the eastern two shops have added cloth awnings over these features. The building fronts the sidewalks along San Carlos & Ocean, partially screened by street trees along San Carlos.

**b. Resource Attributes:** (List attributes and codes)

**P4. Resources Present**  Building  Structure  Object  Site  District  Element of District  Other (Isolates, etc.)

**P5a. Photograph or Drawing** (Photograph required for buildings, structures, and objects)



**P5b. Description of Photo:** (View, date, accession #)  
(View toward ). Photo No: 3006-.

**P6. Date Constructed/Age and Sources:**  
 Prehistoric  Historic  Both  
*1902-1903 Monterey Co. Assessor's records*

**P7. Owner and Address**  
*Theodore R. Leidig, et. al. Trust*  
*P.O. Box 221634*  
*Carmel, CA 93922*

**P8. Recorded by:** (Name, affiliation, and address)  
*Kent L. Seavey, Preservation Consultant, 310*  
*Lighthouse Ave., Pacific Grove, CA 93950*

**P9. Date Recorded:** *2/17/2003*

**P10. Survey Type:** (Describe)  
*Carmel Historic Resource Inventory - 2001*

**Report Citation:** (Cite survey report and other sources, or enter "none")  
*Carmel by-the-Sea Survey 1989-1996*

<b>Attachments</b>	<input type="checkbox"/> NONE	<input type="checkbox"/> Continuation Sheet	<input type="checkbox"/> District Record	<input type="checkbox"/> Rock Art Record	<input type="checkbox"/> Other: (List)
	<input type="checkbox"/> Location Map	<input type="checkbox"/> Building, Structure, and Object Record	<input type="checkbox"/> Linear Feature Record	<input type="checkbox"/> Artifact Record	
	<input type="checkbox"/> Sketch Map	<input type="checkbox"/> Archaeological Record	<input type="checkbox"/> Milling Station Record	<input type="checkbox"/> Photograph Record	

**BUILDING, STRUCTURE, AND OBJECT RECORD**

HRI #

Primary #

je of

NRHP Status Code

5S1/5D1

Resource Name or #: (Assigned by recorder)

Camel Development Co. Bldg.

- B1. Historic Name: *Camel Realty Co. Bldg.*  
 B2. Common Name: *Camel Development Co., T.A. Work Co., Pobel's Grocery*  
 B3. Original Use: *commercial* B4. Present Use: *commercial*  
 B5. Architectural Style: *commercial -enframed window wall*

B6. Construction History: (Construction date, alterations, and date of alterations)  
*Constructed 1902-1903 (Mo. Co. Assessor's records); add. to rear 1922 (CBP# 468); build shed, rear of lot 1, 1928 (CBP# 1974); build storage shed, pt of lot 3 (CBP# 1984); remodel, pt of lot 1 1931 (CBP#2388); demo structures in rear (north) of lots 1,2,3 1957 (CBP# 3013); remodel & reroof lot 1, 1988 (CBP# 88-280); Interior remodel 1996 (CBP# 96-4);*

B7. Moved?  No  Yes  Unknown Date: Original Location:

B8. Related Features:

B9a. Architect:

b. Builder:

B10. Significance: Theme: *Arch. & Econ. Development* Area: *Camel by-the-Sea*

Period of Significance: *1903-1940* Property Type: *commercial* Applicable Criteria: *CR 1,*  
 (Discuss importance in terms of historical or architectural context as defined by theme, period and geographic scope. Also address integrity.)

The Camel Development Co. Bldg. is significant under California Register criterion 1, in the area of history as the first and oldest commercial business block in Carmel by-the-Sea. It is significant under criterion 3, in the area of architecture for its method of construction, as the first "fireproof" concrete block building in Carmel.

Constructed in 1902-1903, the three bay commercial block originally housed the Camel Development Co. of Frank Powers & Franklin Devendorf, the T.A. Work Hardware Store, and the Poebel Grocery, lined up from west to east, respectively. The grocery store continued in that capacity until 1973, under at least three separate ownerships. The middle shop housed at least three hardware stores, over time, and the shop at the west end is the oldest drug store in Carmel. Originally called the Palace Drug Store, the Carmel Drug Store has operated under that name since 1910, and still maintains its historic interior, much as it looked in the 1920s.

The building housing the three business spaces is constructed of hollow core cement block, w/a "rock face whole block pattern" in a running bond. It may have been fabricated w/a Wizard Face Down Concrete Block Machine, sold by the Sears Roebuck & Co. prior to 1910 for \$42.50. It was probably the same machine used by hardware store owner T.A. Work to build his own commercial block, on the north side of Lighthouse Ave., between Grand and Forest Aves. in Pacific Grove, between 1905 & 1906. The "Fireproof" building presented three identical shop fronts to the street, large plate glass affairs w/recessed central entries, tied together by a continuous ribbon of small, fixed transom lights, above the bays. Artie Bowen has been identified as one of the original builders. The original signage was gold lettered on the plate glass, at the same viewing level for each storefront (see photo cont. sheet). According to available historic photographs, cloth awnings and their mechanical apparatus appeared on the building in the early 1920s, to shade the display windows from the direct southern afternoon light. Cloth awnings are present today.

B11. Additional Resource Attributes: (List attributes and codes) *HP6 - 1-3 story Commercial*

B12. References:

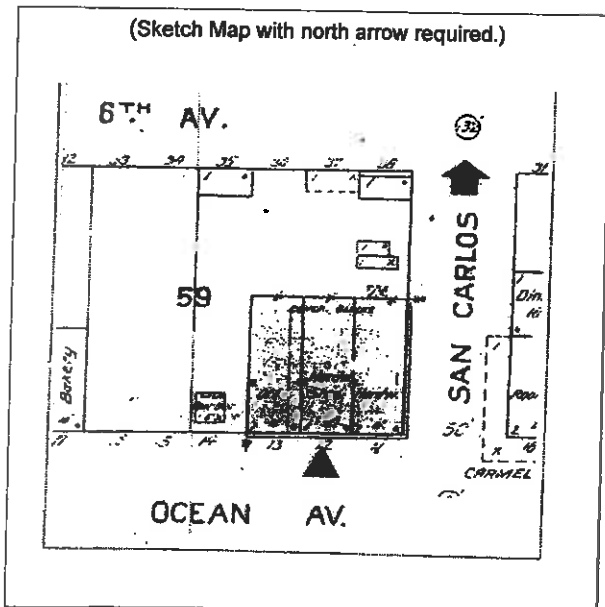
- Carmel bldg. records, Carmel Planning Dept., City Hall, Carmel
- Carmel Historic Context Statement 1997
- Hale, Sharron, *A Tribute to Yesterday*, Valley Pub: Santa Cruz, 1980
- Sanborn insurance maps of Carmel, 1910, 1924, 1930-69
- Sunset Telephone Co. Directory for Carmel, 1906

B13. Remarks: *Zoning C-1-C  
CHCS (AD/ED)*

B14. Evaluator: *Kent L. Seavey*

Date of Evaluation: *2/17/2003*

(This space reserved for official comments.)



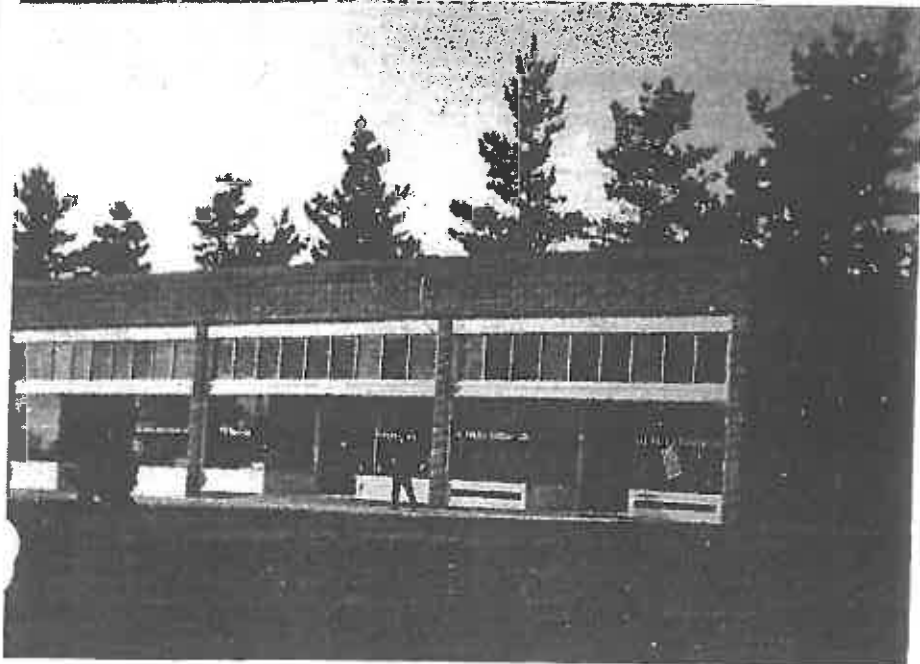
**CONTINUATION SHEET**

Name of Resource Name or #: (Assigned by recorder) Carmel Development Co. Bldg.  
Recorded by: Kent L. Seavey Date 2/17/2003  Continuation  Update

B6. three display windows added along San Carlos St. elevation 1996 (Cbp #96-20)

B10. The most noticeable change in the original building are three fixed display windows, cut into the east side elevation in 1989, and the replacement of the veneering of the storefront bases w/black marble panels on the Carmel Drug Store, cobblestone in the middle bay, and wood paneling on the Dansk storefront. Otherwise, the building looks much as it did when constructed in 1902-1903. The Carmel Drug Store on the west has maintained its current facade, signage and interior since the 1920s, including the oldest example of exterior electric lighting in Carmel, acquiring historic significance in its own right as the oldest pharmacy in Carmel operating out of its original location. This listing only includes the original footprint of the 1902-1903 concrete block building. The Carmel Development Co. Building is a very significant structure in Carmel's downtown commercial core. It qualifies for inclusion in the historic survey under California Register criterion 1 in the area of history, due to its age, association with the founders of the community, and its importance to the economic development of early Carmel. It also qualifies under criterion 3 in the area of architecture, due to its unusual method of construction. The Carmel Development Co. Building clearly reflects the findings of, and is consistent with, the 1997 Carmel Historic Context Statement under the themes of architectural and economic development.

Supplemental Photograph or Drawing



Description of Photo: (View, date, accession#)  
(View toward ). Photo No: 3007-.

**SECRETARY OF THE INTERIOR'S STANDARDS FOR THE TREATMENT OF  
HISTORIC PROPERTIES**

1. "A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment."
2. "The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
3. "Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken."
4. "Most properties change over time; changes that have acquired historic significance in their own right shall be retained and preserved."
5. "Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
6. "Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, and pictorial evidence."
7. "Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
8. "Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken."
9. "New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment."
10. "New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired."





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NOV 15 2014

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Planning & Building Dept



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APR 23 2014  
City of Cambridge  
Planning & Building Dept.

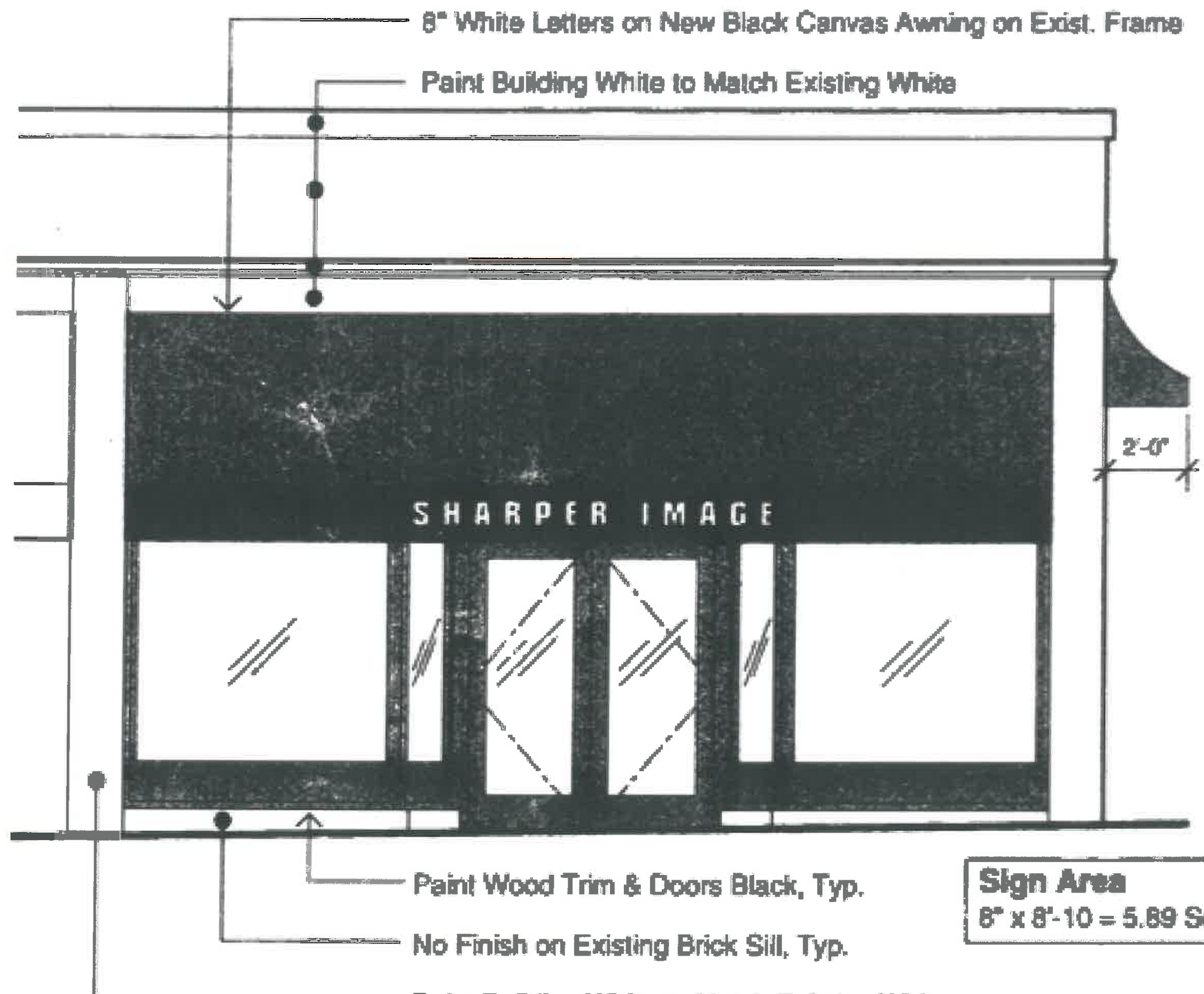


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NOV 05 2016

City of Carmel-by-the-Sea  
Planning & Building Dept.

# **B) North Interior Elevation** 1/4"=1'-0"



8" White Letters on New Black Canvas Awning on Exist. Frame

Paint Building White to Match Existing White

2'-0"

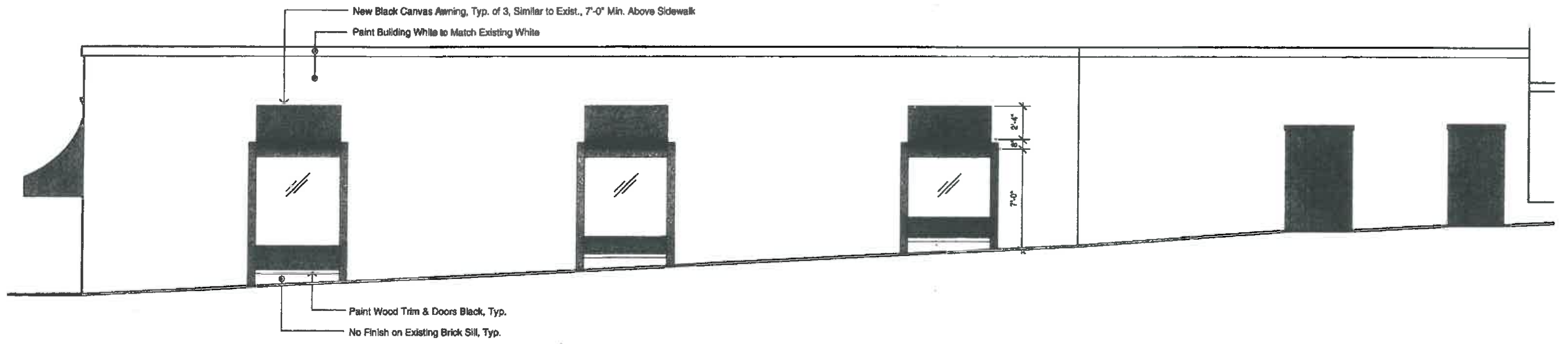
SHARPER IMAGE

Paint Wood Trim & Doors Black, Typ.

No Finish on Existing Brick Sill, Typ.

**Sign Area**  
8" x 8'-10" = 5.89 Sq. Ft.

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NOV 14 2017  
City of Carmel-by-the-Sea  
Planning & Building Dept.



**E) San Carlos Street Elevation**

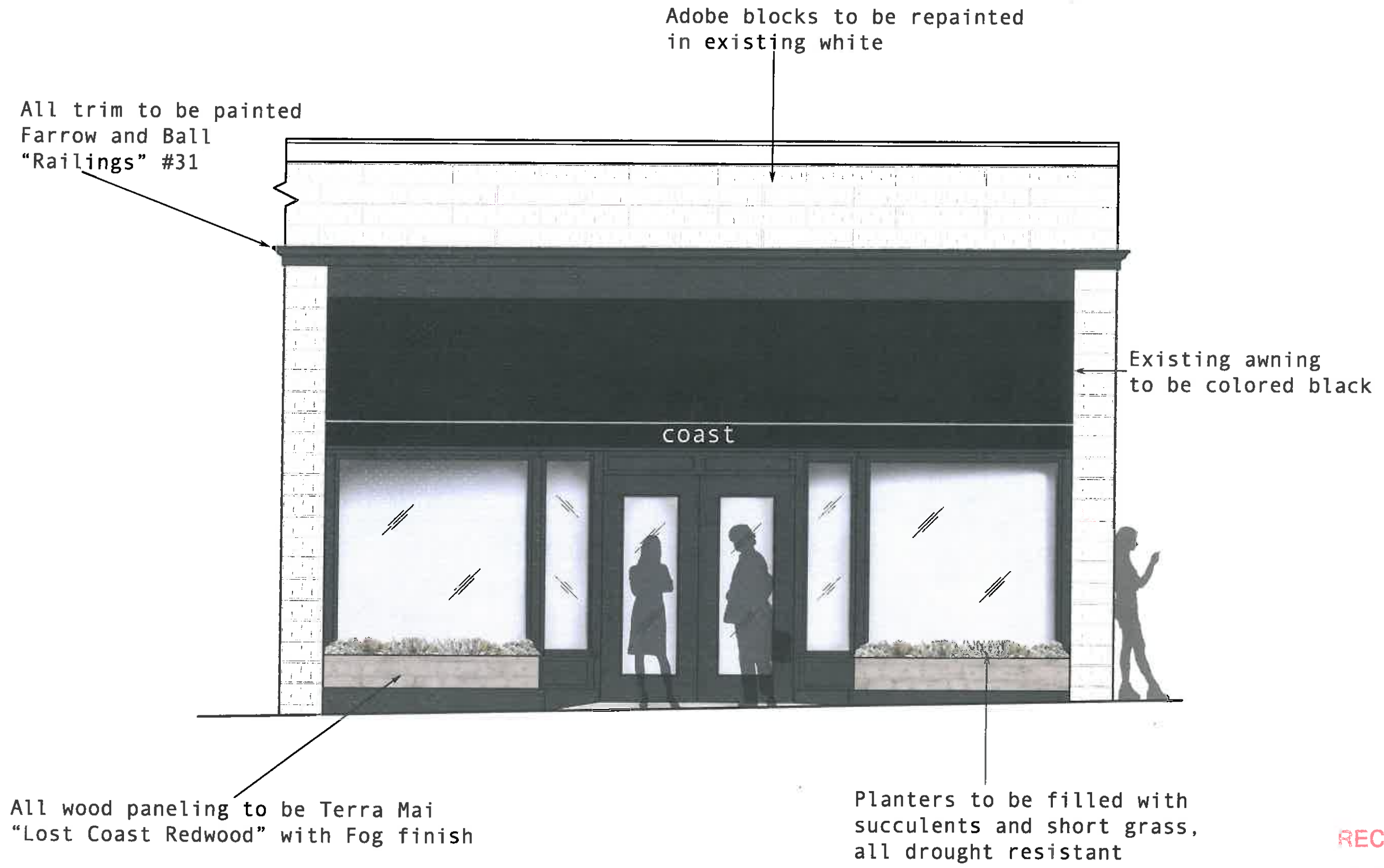
0 1 2 4 1/4"=1'-0"

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NOV 05 2014

City of Carmel-by-the-Sea  
Planning & Building Dept

Alternative 1 - Awning Proposal



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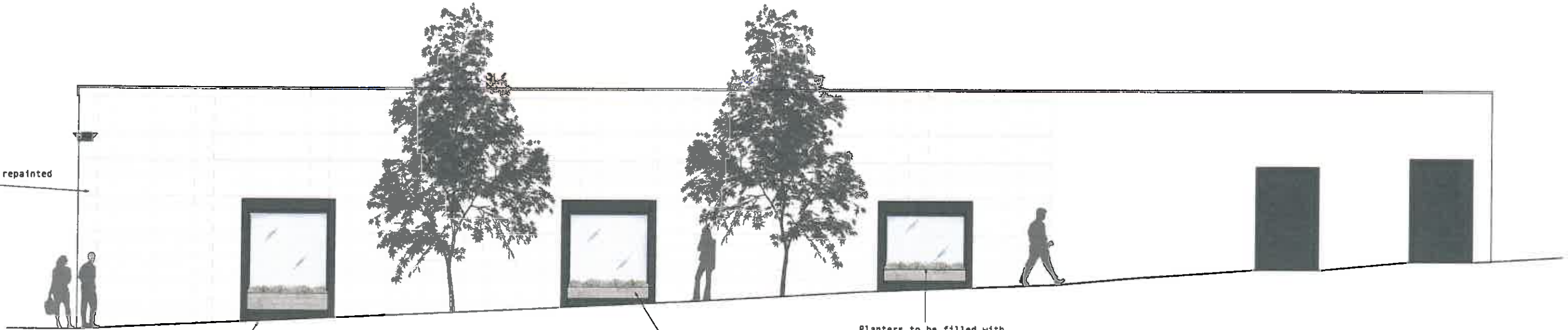
NOV 05 2014

City of Carmel-by-the-Sea  
Planning & Building Dept.

Alternative 2 - Wood Paneling Proposal



Adobe blocks to be repainted  
in existing white



All trim to be painted  
Farrow and Ball "Railings" #31

All wood paneling to be Terra Mai  
"Lost Coast Redwood" with Fog finish

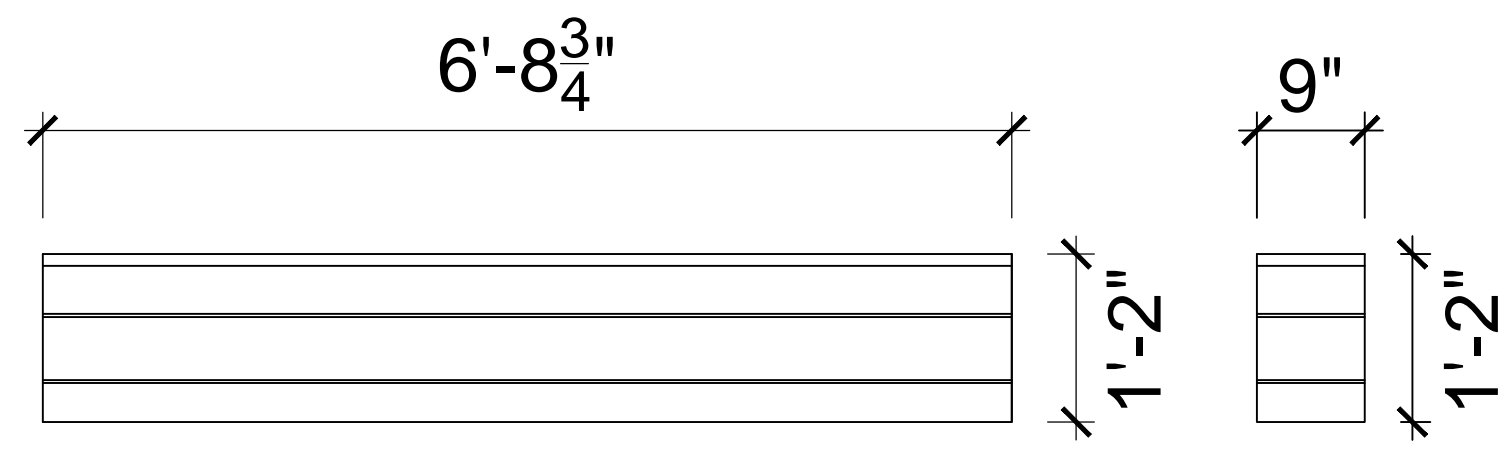
Planters to be filled with  
succulents and short grass,  
all drought resistant

RECEIVED

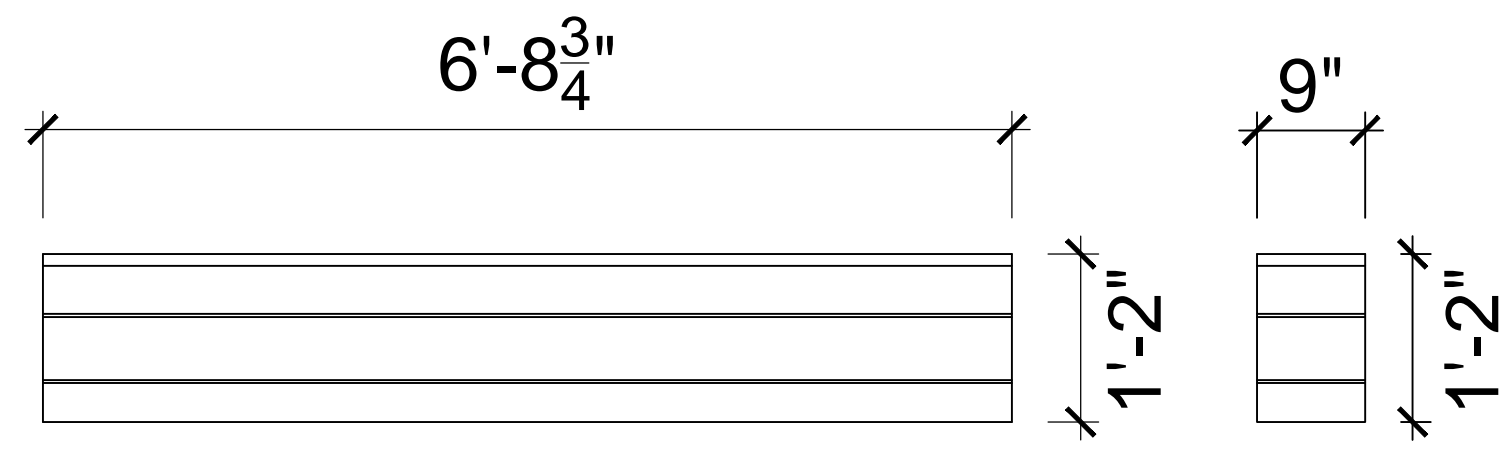
NOV 05 2014

City of Carmel-by-the-Sea  
Planning & Building Dept.



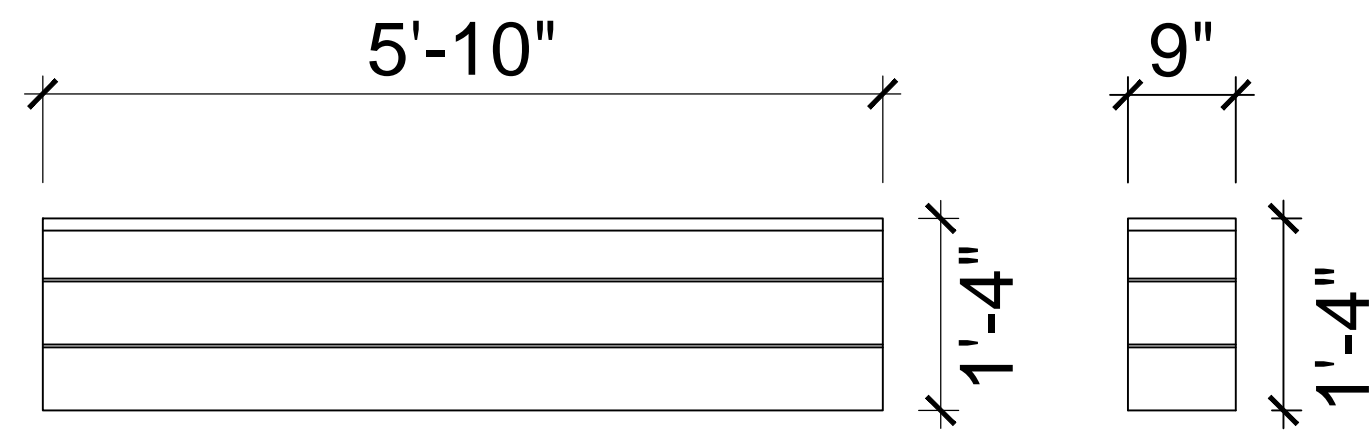


1 FRONT LEFT PLANTER ELEVATIONS Scale: 3/4" = 1'

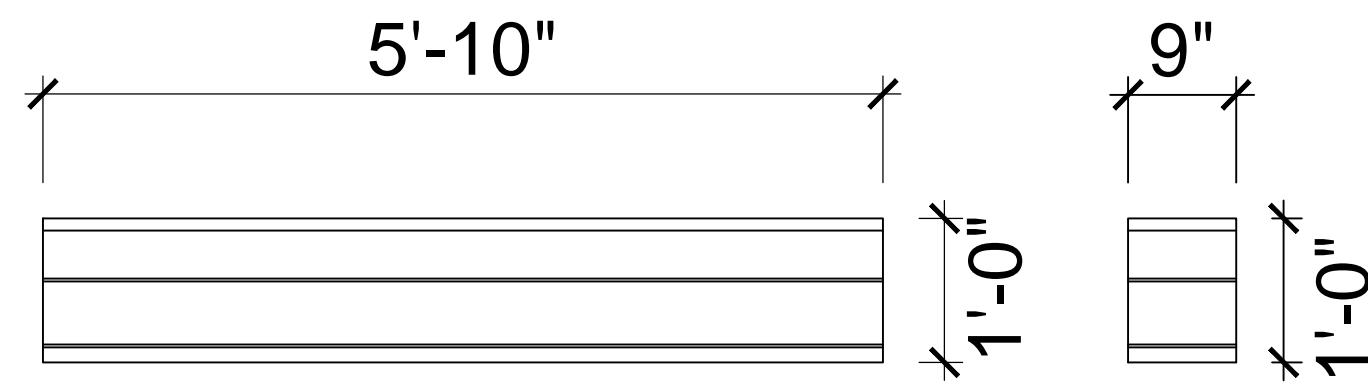


1 FRONT RIGHT PLANTER ELEVATIONS Scale: 3/4" = 1'

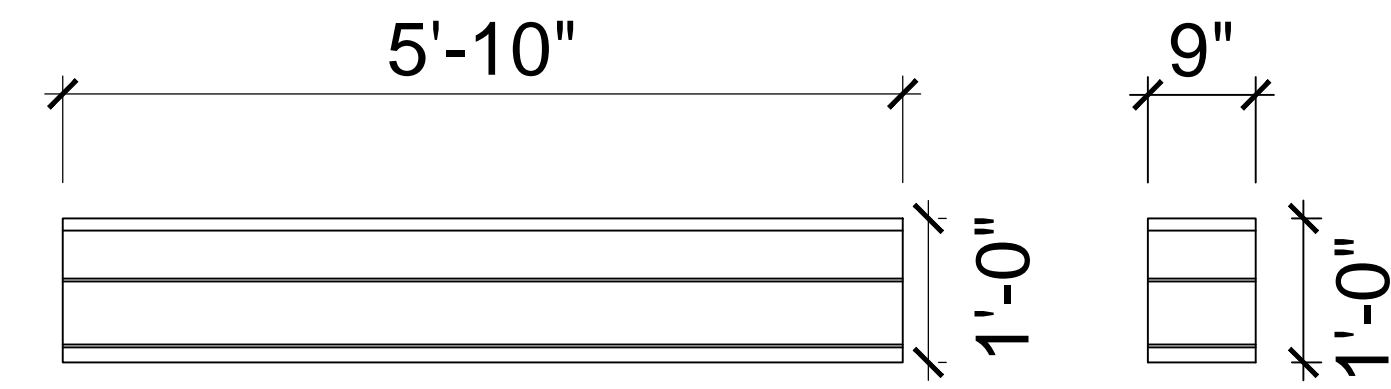
\* ALL PLANTERS TO BE MADE OF TERRA MAI "LOST COAST REDWOOD" PANELS WITH FOG FINISH



1 SIDE PLANTER 1 ELEVATIONS Scale: 3/4" = 1'



1 SIDE PLANTER 2 ELEVATIONS Scale: 3/4" = 1'



1 SIDE PLANTER 3 ELEVATIONS Scale: 3/4" = 1'



CITY OF CARMEL-BY-THE-SEA

Historic Resources Board

December 15, 2014

**To:** Chair Dyar and Board Members  
**From:** Rob Mullane, AICP, Community Planning and Building Director  
**Subject:** City Council Goals and Departmental Work-Plan for 2015

RM

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**Recommendations:**

- 1) Review recent input on City Council Key Initiatives for 2015 and provide any appropriate input or recommendations to the City Council, and
- 2) Review and comment on the Community Planning and Building Department's Work-Plan.

**Background and Discussion:**

Each year, the City Council develops a set of Key Initiatives for City staff to work on over the course of the calendar year. In developing these Key Initiatives, the Council seeks input from City staff, the community, and the Commissions and Boards. The Council conducted a public workshop on the Key Initiatives for 2015 on December 1, 2014, and will be further discussing Key Initiatives at the January 6, 2015 meeting. As such, input from the Historic Resources Board is sought at this time. The Planning Commission provided their input on December 10, 2014.

This annual review of the City goals is also an opportunity for the Board to review the Community Planning and Building Department's work-plan and help staff prioritize which long-range planning activities the Department should be addressing. With our current heavy current planning and building case load, the Department has limited capacity to work on long-range planning projects. The Department is seeking additional staff, and will continue to assess the staffing needs of the Department.

One Historic Preservation-related project that has been raised by the Board as a possible new work-plan item is applying for State Landmark status for the Forest Theater. The Board also has two active sub-committees: the Historic Home of the Month Sub-Committee and the recently-

established Mid-Century Modern Homes Sub-Committee, both of which will require some level of staff support.

Staff will present a summary of the discussion thus far on 2015 Key Initiatives for the City Council, as well as a summary of the Department's priorities and current work-plan. Staff requests review of the Key Initiatives and the CPBD Work-Plan and input on these efforts by the Board.

To facilitate the discussion, staff has included several attachments relevant to the City Council's Key Initiatives and to the Departmental Work-Plan.

**ATTACHMENTS:**

- Attachment A – FY 2014/2015 Capital Improvement Project List with Status
- Attachment B – City Council Key Initiatives from October 2014 Workshop
- Attachment C – City Council Key Initiatives – 12/1/14 Workshop Results
- Attachment D – CPBD Work-Plan

**CIP FY 2014-15**

<b>Vehicles and Equipment</b>	<b>Completed or Underway</b>	<b>No Action To Date</b>
Digital Tree Database	Beach Stair Maintenance	Beach Fire Baskets
F550 Chipper	Del Mar Sidewalk Replacement	Bikeway Projects
Fire Engine Lease Purchase	Forest Theater Renovation	City Hall Cistern
GPS & License Plate Recognition	Mission Trail Entrance	City Hall Renovations
Hydraulics Stretcher	MTNP Invasive Tree Management	Del Mar Pathway
Kenswood Radio Purchase & Encryption	Parking Management Study	Dunes Restoration
Park Branch Library Return	PD/PW Roof and Patio Replacement	Fourth Ave Irrigation
Parking Scooter	Scenic Road Restrooms	IT Plan
Patrol Vehicles	Shoreline Assessment	Ocean Ave Median
Sunset Center Lighting Console	Street and Road Projects	Park Branch Basement
	Sunset Center Door Replacement	Piccadilly Park Restroom
	Sunset Center Railings Replacement	Rio Park
	Sunset Center Roof	Shoreline Signage
	Tennis Court Renovation	Sidewalk Repair (Spring)
	Trash Can Refurbishment	Sunset Center Planter
	Urban Forest Rehab	Sunset Center Ramp
		Water Conservation Projects

***The following key initiatives derive from the four organizational objectives above. These initiatives have a beginning and an end and are designed to provide continuity from the 2013 key initiatives and be completed or have substantial progress made during 2014 and 2015.***

**Key Initiatives through December 2014**

- **Water:** Maintain a leadership role in developing a long-term solution to the region's water supply and develop additional local water conservation and water supply alternatives.
- **Shoreline Management Plan and Forest Management Plan:** Implement the plans focusing on beach fires and the key priorities and including the Del Mar Master Plan and Mission Trail Nature Preserve Master Plan.
- **IT Plan:** Implement year 1 of the Information Technology Strategic Plan.
- **Forest Theater:** Complete the plan for the Forest Theater repairs to enable bid documents to be circulated in late 2014 and construction early 2015.
- **Beautification:** Focus on community beautification projects including trash can replacement, median beautification, and signage updates; adopt a new waste hauler franchise agreement. (completed)
- **PG&E:** Seek resolution of investigation following March 3<sup>rd</sup>, 2014 house explosion and associated events. Ensure PG&E fully addresses the needs of the affected neighborhoods and the whole community.
- **Community Outreach:** Ensure senior staff has time to get out into the community to listen and ensure we are providing high quality customer service.
- **Facilities Use Plan:** Adopt a Facility Use Plan and consider long-term best use of the City's facilities. (completed)

**Key Initiatives through December 2015**

- **Parking Management:** Implement solutions in accordance with Parking Management Plan priorities and goals including Ocean Avenue pilot program in 2014. Bring data and experience from pilot program to City Council in early 2015 for possible action on a full program. **Trails:** Revitalize the Scenic Pathway and improve Rio Park and Rio Road entrance to the Mission Trail Nature Preserve and begin development of a regional trail plan.
- **Sunset Center:** Coordinate a campus plan and transition corridor with the update of the Sunset Center's strategic plan.
- **Flanders:** Continue marketing and bringing viable proposals to the City Council for consideration.
- **Forest Theater:** complete necessary repairs in early 2015 with the goal of re-opening for the 2015 summer season. Be prepared to complete other necessary repairs in the 2015/2016 off season.

## SUMMARY OF WORK STUDY

DECEMBER 1, 2014

COUNCIL GOALS 2015

GOAL DESCRIPTION	VOTES	PLACEMENT
DAY-TO-DAY OPERATIONS (PERSONNEL)	11	1 <sup>ST</sup>
BEAUTIFICATION	11	1 <sup>ST</sup>
SHORELINE MANAGEMENT/FOREST PLAN	10	2 <sup>ND</sup>
TRAILS – PEDESTRIAN SAFETY, RIO PARK, SCENIC PATH	10	2 <sup>ND</sup>
IT PLAN	7	3 <sup>RD</sup>
FOREST THEATER PLAN	6	4 <sup>TH</sup>
SUNSET CENTER – THEATER DISTRICT CAMPUS PLAN	6	4 <sup>TH</sup>
PARKING MANAGEMENT	5	5 <sup>TH</sup>
EMERGENCY PLAN	4	6 <sup>TH</sup>
100 <sup>TH</sup> ANNIVERSARY PLANNING	4	6 <sup>TH</sup>
COMMUNITY OUTREACH – COMMUNICATIONS	1	7 <sup>TH</sup>
CIP	1	7 <sup>TH</sup>
COMMERCIAL ZONING & GUIDELINES	1	7 <sup>TH</sup>
WATER	0	
PG&E	0	
FLANDERS	0	
NEW PROJECTS	0	
VOLUNTEERISM	0	
FACILITIES USE PLAN	0	

CARMEL COMMUNITY PLANNING & BUILDING DEPARTMENT  
DEPARTMENTAL WORK-PLAN

As Revised by the Planning Commission on 12/10/14 and by Staff on 12/11/14

## 2014 Achievements

### 1. Departmental Operations

- Operational Assessment and Improvements
- Staffing the Department and Training – currently 7.0 FTE
- File Documentation - Interim Permit Tracking System and Digital Records
- File Storage (Office Remodel)
- Additional Work Spaces
- Review/Simplification of Permit Application Forms
- New Checklists for Clearer Forms
- More Detailed Review of Planning and Building projects – more certainty, less neighbor disputes
- Improved PC and HRB Agenda Packets
- Review of Permit Fees (CPI Adjustment July 2014, Major Revision Deferred)
- Improved Tracking and Follow-up for Code Compliance Issues

### 2. Current Planning and Building Project Activity (Jan. – Nov. 2014)

- Approximately 400 Planning Permits
- Approx. 350 Building Permits
- Approx. 150 Plan Revisions
- Approx. 120 Encroachment Permits
- Approx. 400 Code Compliance Cases
- Several Key Municipal Projects (Scenic Restroom, Forest Theater, Scout House, ASBS Work, Beach Signage, Piccadilly Park, etc.)

### 3. Long-Range Planning Projects and Initiatives

- Assisted in the review of progress on Shoreline Management Plan and Forest Management Plan
- Revision of Wine Tasting Room Policy (in progress)
- Median Lighting Subcommittee (in progress)
- Rio Park Trail (Rio Road to Lasuen Drive connector; in progress – outside consultant)
- **Historic Home of the Month Sub-Committee - established**

## 2015 Work-Plan – Long-Range Planning

### Operational Items

1. Obtain and Incorporate Permit Tracking System
2. Recruit and Train Assistant/Associate Planner
3. Continue to update/simplify permit application forms
4. Update Planning and Building Fees

### Current Planning and Building Projects

1. Handle case load and adjust staffing as necessary
2. Shorten Turn-around times (Planning, Building, and Encroachment Permits)
3. Forest Theater Building Plan Review
4. Wildcards (Eastwood/Odello Water Petition, Carmel Resort Inn, CIP support, etc.)

### Long-Range Planning Projects

#### *Highest Priorities - next 6 months*

1. Initiate Housing Element update - retain consultant and commence work on draft HE update
2. Wine Tasting Room Subcommittee
3. Median Lighting Subcommittee
4. Mid-Century Houses Subcommittee
5. Rio Park Trail Permitting
6. **Roofing Subcommittee Work**
7. **Historic Home of the Month Work**

#### *Next Highest Priorities - next 6 to 18 month time-frame*

1. Housing Element Update
2. ~~Roofing Subcommittee Work~~
3. Restaurant Definitions Zoning Code Amendment
4. North Dunes Restoration CDP – Assist Dept. of Public Services
5. Beach Signs Program – support consultant
6. Assist Library and Community Services with Special Events Permits and Commercial Activity on the Beach
7. **North Dunes Subcommittee Work**
8. **Forest Theater Landmark Designation**

#### *Longer Term Priorities - >18 months out*



1. Short Term Rentals – Possible Municipal Code Change
2. Signage Subcommittee Work
- ~~3. North Dunes Subcommittee Work~~
4. Awning Subcommittee Work
5. Revise Single-Use Plastic Carryout Bag Ban – Add per-bag fee
6. Review of Lighting Regulations and Compliance
7. Zoning Ordinance Clean-up and Update
8. Zoning Ordinance Review
9. Review and Update of the Commercial Design Guidelines
10. Review and Update of the Residential Design Guidelines
11. Review and Update of the Public ROW Design Guidelines
12. Sunset Center and Theater Districts to Downtown Corridor - retain design consultant
13. Shoreline Management - Provide assistance for annual shoreline assessments and maintenance projects
14. Shoreline Management – Provide assistance with establishing a beach volume monitoring program
15. Participate in MPWMD technical advisory group and provide support for regional water conservation and supply efforts (may get moved up)
16. Establishment of a Historic District
17. Flanders Mansion - Process Flanders Lot Line Adjustment
18. Rio Park Redesign
19. Other Trail Connections