



ATTACHMENT B

COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES
860 NORTH BUSH STREET · UKIAH · CALIFORNIA · 95482
120 WEST FIR STREET · FT. BRAGG · CALIFORNIA · 95437

JULIA KROG, DIRECTOR
TELEPHONE: 707-234-6650
FAX: 707-463-5709
FB PHONE: 707-964-5379
FB FAX: 707-961-2427
pbs@mendocinocounty.gov
www.mendocinocounty.gov/pbs

November 21, 2023

PUBLIC NOTICE OF PENDING ACTION AND SITE VIEW
MENDOCINO HISTORICAL REVIEW BOARD PERMIT

The Mendocino Historical Review Board, on Monday, December 4, 2023, will perform a site view of the proposed project, beginning at 4:30 PM, or as soon as the Board may assemble. Concluding the site view, the Board will convene for their regular meeting in the Mendocino Community Center, 10525 School Street (the corner of School and Pine Streets), Mendocino, California, at 7:00 p.m. or as soon thereafter as the item may be heard, for the below described project that is located in the Town of Mendocino.

CASE#: MHRB_2023-0019

DATE FILED: 11/16/2023

OWNER: MICHAEL & MARILYN HUTTLESTON

APPLICANT: REDWOOD ROOFERS

AGENT: COASTLINE MANAGEMENT, INC.

REQUEST: Mendocino Historical Review Board Permit to install black composition shingles to replace failing metal roofing. Note: The site is listed as a Category I historic resource in Appendix 1 of the Mendocino Town Plan, the Shell Garage 1923.

ENVIRONMENTAL DETERMINATION: Categorically Exempt

LOCATION: 10450 Lansing Street, Mendocino; APN: 119-236-05

SUPERVISORIAL DISTRICT: 5 (Williams)

STAFF PLANNER: MARK CLISER

The staff report and notice will be available 10 days before hearing on the Department of Planning and Building Services website at: <https://www.mendocinocounty.gov/government/planning-building-services/meeting-agendas/mendocino-historic-review-board>.

As you are an adjacent property owner and/or interested party, you are invited to appear at the hearing and provide comments. Written comments should be submitted by mail to the Department of Planning and Building Services Commission Staff, at 860 North Bush Street, Ukiah, or 120 West Fir Street, Fort Bragg, California. In order to minimize the risk of exposure, the public may participate digitally in meetings by sending comments to pbscommissions@mendocinocounty.gov by December 3, 2023, orally via telecomment in lieu of personal attendance. All correspondence should contain reference to the above noted case number. All public comment will be made available to the Board, staff, and the general public as they are received and processed by staff, and can be viewed as attachments to this meeting agenda at <https://www.mendocinocounty.gov/government/planning-building-services/meeting-agendas/mendocino-historic-review-board>

The decision of the Mendocino Historical Review Board shall be final unless a written appeal is submitted to the Board of Supervisors with a filing fee within 10 calendar days thereafter. If appealed, the decision of the Board of Supervisors to approve the project shall be final. If you would like to be notified of the Mendocino Historical Review Board action, please submit a written request to this office.

If you challenge the above case in court, you may be limited to raising only those issues described in this notice or that you or someone else raised at the public hearing, or in written correspondence delivered to the Mendocino Historical Review Board Secretary at or prior to, the public hearing.

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AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE. Mendocino County complies with ADA requirements and upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternate formats (pursuant to Government Code Section 54953.2). Anyone requiring reasonable accommodation to participate in the meeting should contact the Department of Planning and Building Services by calling (707) 234-6650 or (707) 964-5379 at least five days prior to the meeting.

Additional information regarding the above noted case may be obtained by calling the Planning and Building Services Department at 964-5379, Monday through Friday.

JULIA KROG, Director of Planning and Building Services


**MENDOCINO HISTORICAL REVIEW BOARD
STAFF REPORT**
**DECEMBER 4, 2023
MHRB_2023-0019**

OWNER: MICHAEL & MARILYN HUTTLESTON
2155 BRENNAN
NEWCASTLE, CA 95658

APPLICANT: REDWOOD ROOFERS
17851 N. HWY 1
FORT BRAGG, CA 95437

AGENT: COASTLINE MANAGEMENT, INC.
PO BOX 1142
ROSS, CA 94957

PROJECT DESCRIPTION: A Mendocino Historical Review Board Permit to install black composition shingles to replace failing metal roofing. Note: The site is listed as a Category I historic resource in Appendix 1 of the Mendocino Town Plan, the Shell Garage 1923.

STREET ADDRESS: 10450 Lansing Street, Mendocino; APN: 119-236-05

PARCEL SIZE: 0.3± Acres

ENVIRONMENTAL DETERMINATION: Categorically Exempt

HISTORIC STRUCTURES:
On Site: Category I, Shell Garage (facing Lansing Street)
North: None
South: Category I, Kelley Water Tower APN: 119-238-16
East: Category I, Lemos Barber Shop APN: 119-250-03
Category I, Jacob Stauer House APN: 119-250-01
West: Site of Kelley Barn APN: 119-236-12

PAST MHRB PERMITS: 85-33 remodel, 86-53 signs, 87-04 sign, 87-27 remodel, 87-34 sign, 88-43 sign, 89-23 change roof to asphalt shingles, 89-33 re-roof, sign permits: 89-44, 89-49, 90-30, 90-39, 90-40, 91-06, 92-06, 92-21; 93-44 chase blower, vent, signs, 95-03 sign, 98-15 sign, 98-36 handrails, 06-36 signs, 2016-21 sign, 2018-0016 boardwalk, 2021-0004 sign, and 2022-0004 Sign "GNAR BAR-Raw Bar Energy"

HISTORIC ORDINANCE STANDARDS: The Mendocino Historical Preservation District Ordinance provides standards for the MHRB to consider when reviewing applications. Relative to this application, the following issues are raised and should be addressed:

- | | | |
|---|---|--------------------|
| Building Size, Height, Proportions and Form | ✓ | Roof Shape |
| Relationship of Building Masses and Open Spaces | ✓ | Color(s) |
| ✓ Relationship to Surrounding Structures | | Sign Size |
| ✓ Materials and Textures | | Number of Signs |
| ✓ Architectural Details and Style | | Placement/Location |
| Facade Treatment | | Lighting |
| Proportions of Windows and Doors | | Paving/Grading |
| Landscaping | | |

APPLICABLE SECTIONS OF MHRB GUIDELINES: VIII –Non-Structural Guidelines, 6c – Roof Materials
(Page 9)

STAFF NOTES: The Mendocino Town Zoning Code Section 20.760.040(K) – Exemptions - notes the following:

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STAFF REPORT FOR MHRB PERMIT

MHRB_2023-0019
MHRB-2

Changes to existing roofing materials provided that the Planning and Building Services Department has determined that the roof is to be of wood shingles, or composition or other fire retardant material, which gives the appearance of wood.

The Applicant is proposing composition shingles with the appearance of wood. However, on November 6, 1989, MHRB permit #89-33 was issued to Mike Huttleston for 10450 Lansing Street, Mendocino; APN: 119-236-05. The permit for a re-roof included the condition that materials used be galvanized, corrugated steel painted a rust color to match the existing color, and that it not be high gloss paint (Attachment C). The Applicant has noted that a steel roof will continue to leak and requests an alternate material. Staff recommends the Review Board consider the applicant's request for composition shingles.

RECOMMENDED FINDINGS: The Review Board shall not approve or conditionally approve any application for proposed work unless it affirmatively makes the following findings:

- (A) The exterior appearance and design of the proposed roof is in harmony with the exterior appearance and design of the existing structures within the District and with that of existing subject structure; and
- (B) The appearance of the proposed roof will not detract from the appearance of other property within the district.

RECOMMENDED CONDITIONS:

1. This action shall become final and effective on the 11th day following the decision unless an appeal is filed pursuant to Section 20.760.072 of the Mendocino County Code. The permit shall expire and become null and void at the expiration of two years after the effective date except where construction and or use of the property in reliance on such permit have been completed prior to its expiration.
 2. The application along with supplemental exhibits and related material shall be considered elements of this permit, and compliance therewith is mandatory.
 3. This permit shall be subject to the securing of all necessary permits for the proposed development from County, State and Federal agencies having jurisdiction. The applicant shall secure all required building permits for the proposed project as required by the Building Inspection Division.
 4. This permit shall be subject to revocation or modification upon a finding of any one (1) or more of the following:
 - a. That such permit was obtained or extended by fraud.
 - b. That one or more of the conditions upon which such permit was granted have been violated.
 - c. A final judgment of a court of competent jurisdiction has declared one (1) or more conditions to be void or ineffective, or has enjoined or otherwise prohibited the enforcement or operation of one (1) or more such conditions.
 5. Any Building Permit request shall include MHRB Permit 2021-0009 (printed on the plans submitted).
 6. Materials shall be composite shingles with the appearance of wood. Color shall be black (Owens Corning Duration Max, Carbon) or brown (Owens Corning Duration Max, Forest Brown, Sycamore, or Sand Castle)
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STAFF REPORT FOR MHRB PERMIT

**MHRB_2023-0019
MHRB-3**

The Review Board's action and this permit will not be final and effective and work may not commence on the project until after a ten-day appeal period has ended. You will be notified if a timely appeal is filed.

Appeal Fee: \$2,674.00 (Check payable to County of Mendocino).

Appeal Period: Appeals must be received within 10 days of Review Board Action.

ATTACHMENTS:

- A. Application MHRB_ 2023-0004
- B. 1989 MHRB Permit
- C. Proposed Roof Colors

MHRB APPLICATION FORM

Name of Applicant Redwood Roovers	Name of Property Owner(s)	Name of Agent Coastline Management Inc.
Mailing Address 17851 N. Hwy 1 Fort Bragg, CA 95437	Mailing Address	Mailing Address P.O. Box 1142 Ross, CA 94957
Telephone Number / Email (707) 937-1700	Telephone Number / Email	Telephone Number / Email (415) 747-4577
Assessor's Parcel Number(s) 1192360500		
Parcel Size 11034 <input checked="" type="checkbox"/> Square Feet <input type="checkbox"/> Acres	Street Address of Project 10450 Lansing Street Mendocino, CA 95460	

TYPE OF DEVELOPMENT (Check appropriate boxes)

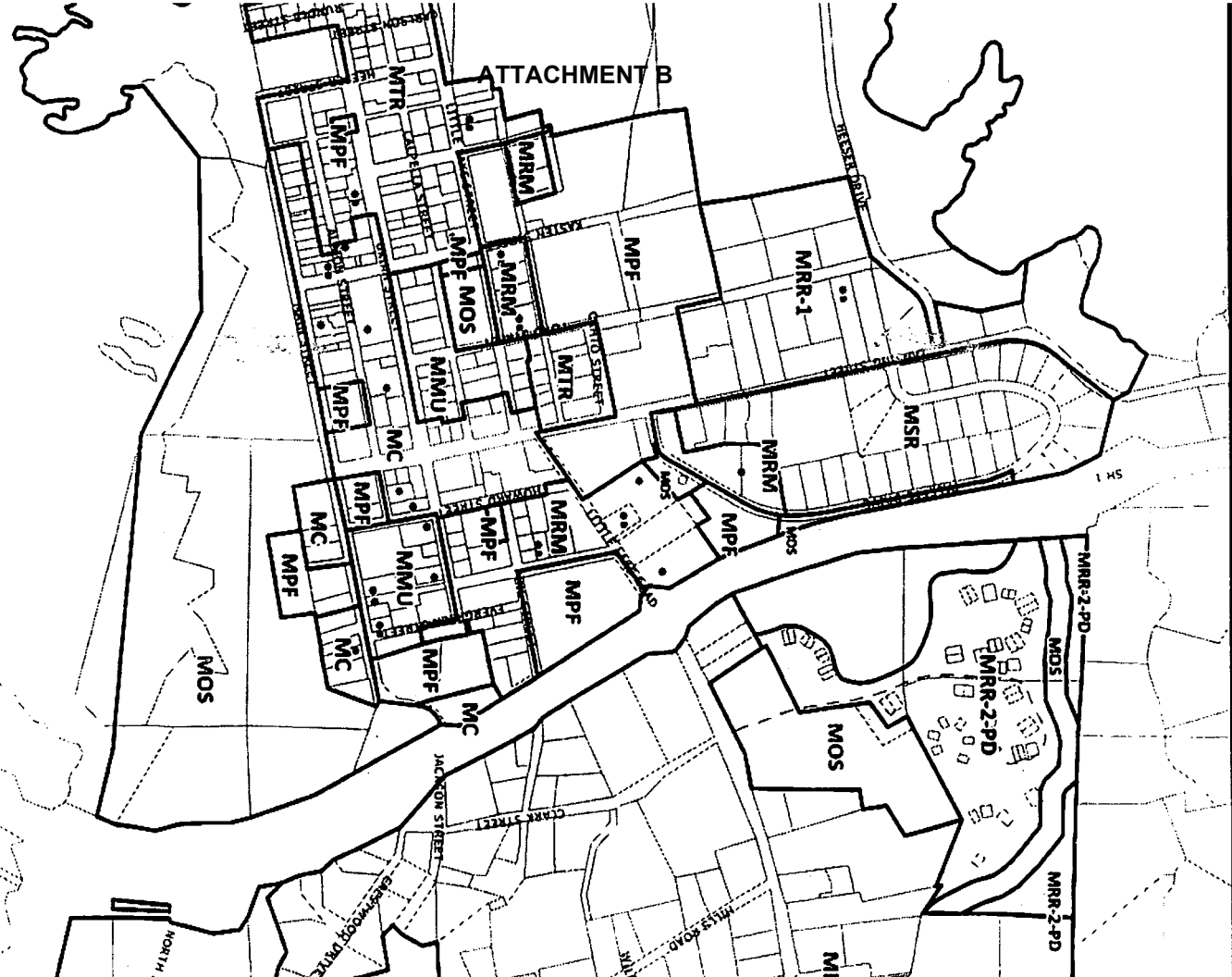
- Demolition. Please indicate the type and extent of demolition. (see next page)
- Construction of a structure.
- Addition to a structure.

- For new signs, provide scaled drawings, describe wording, dimensions, materials, colors, and mounting detail. Indicate specific location on site plan.
- For new copy on existing signs, provide wording, graphics, font style, colors, and photographs of existing sign(s).
- For exterior painting, describe existing and proposed colors. Provide paint chips for proposed colors.
- For exterior lighting, include description/detail of fixtures and indicate locations on the site plan.
- For new construction, additions or architectural alterations, include plans, elevations, dimensions, height(s), materials, colors, finishes, trim and window details, walkways and paving locations.
- For walkways, driveways, paving and grading, provide dimensions, location and materials.

- Remove existing Failed Metal roofing
- Install black Composition Shingles

2. If the project includes new construction, please provide the following information:

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the permit, for suspending or revoking a permit issued on the basis of such misrepresentations, or the seeking of such further relief as may seem proper to the County.

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2 I hereby grant permission for County Planning and Building Services staff and hearing bodies to enter upon and site view the premises for which this application is made in order to obtain information necessary for the preparation of required reports and render its decision.

D. Murray Redwood Roofers
Owner/Authorized Agent

13 Nov. 2023
Date

NOTE: IF SIGNED BY AGENT, OWNER MUST SIGN BELOW.

AUTHORIZATION OF AGENT

I hereby authorize Redwood Roofers to act as my representative and to bind me in all matters concerning this application.

Harry Kelly
Owner

11/14/23
Date

MAIL DIRECTION

To facilitate proper handling of this application, please indicate the names and mailing addresses of individuals to whom you wish correspondence and/or staff reports mailed if different from those identified on Page One of the application form.

Name <u>Redwood Roofers</u>	Name	Name
Mailing Address	Mailing Address	Mailing Address

FACTS TO KNOW

BACKGROUND: The Historical Preservation District for the Town of Mendocino was incorporated into the Mendocino County Zoning Ordinance in 1973. The Mendocino Historical Review Board was established to review demolition, construction, remodeling, excavation, and painting within the Town of Mendocino Historical Preservation District. The Historic District is comprised of Zone A (area west of Highway 1) and Zone B (area east of Highway 1). The Town of Mendocino is a National Register Historic District, allowing building owners to qualify for federal grants and tax incentives for preservation and restoration.

MENDOCINO HISTORICAL REVIEW BOARD (MHRB): The MHRB is a five-person board appointed by the Mendocino County Board of Supervisors. The MHRB's function is to preserve the architecture and character of the Historic District, through the review of all applications for development within the Historic District. The MHRB is responsible for protecting the landmark status of buildings, and ensuring that new development is compatible with surrounding development.

MHRB GUIDELINES: Design standards are detailed in *The Mendocino Historic Review Board Design Guidelines, 1987* and Section 20.760.050 of the Town of Mendocino Zoning Code. Both publications are available at the Department of Planning & Building Services in Fort Bragg.

MHRB PUBLIC HEARING: The granting of an MHRB permit requires a public hearing by the Mendocino Historical Review Board. The MHRB meets regularly on the FIRST MONDAY evening of each month except holidays. You will be sent an agenda and public notice form notifying you of the hearing time and place that your application will be considered. Planning

Please provide **7 copies** of items 1 - 4, on 8 ½" x 11" paper (or if a larger size, folded to 8 ½" x 11") collated and stapled into individual packets.

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- A C
 1. MHRB Application Form and Project Description Questionnaire
- A C
 2. Location Map (on attached base map, fill in affected parcel and label)
- A C
 3. Plot Plan (See attached example)
- A C
 4. Architectural building elevations, floor plans, and sign details. Include dimensions, materials, colors, finishes, and exterior light fixtures. For new signs include exactly how the sign is to be mounted and/or supported. For project-specific informational requirements, please refer to the project description questionnaire.
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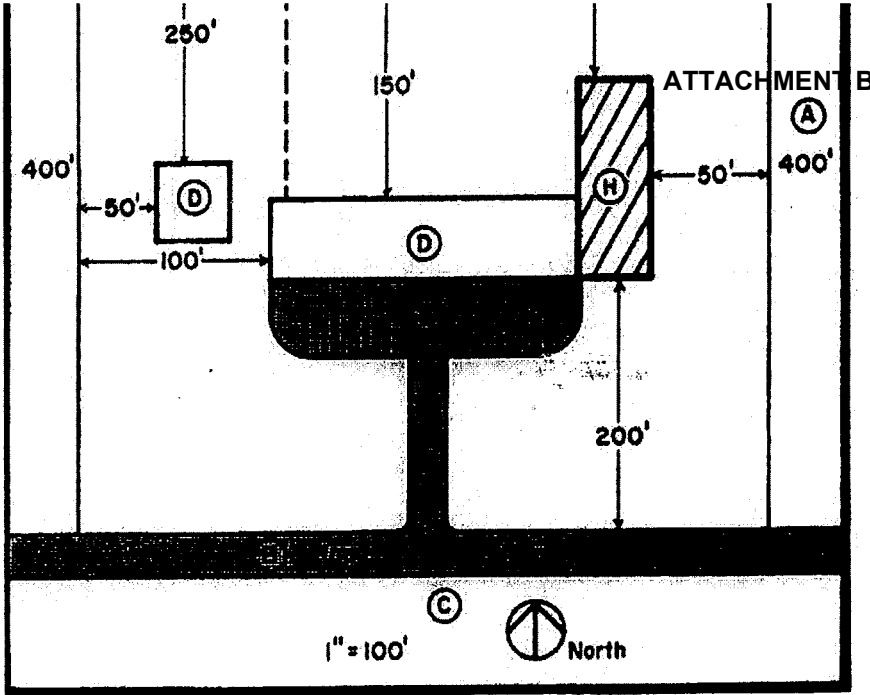
- A C
 5. For new construction and/or additions greater than 120 square feet in size, please provide three (3) sets of full-scale plans.
- A C
 6. Filing Fees (Check with Planner for fee amount). Checks should be payable to the County of Mendocino.
- A C
 7. One (1) Signed Copy of Site View Authorization/Authorization of Agent/Mail Direction Form
- A C
 8. One (1) Signed Copy of the Indemnification Agreement

on an MRKB hearing agenda. Following these guidelines will make the review of your application easier for boardmembers at the public hearing. If you have any questions, do not hesitate to contact County Planning staff at the address below.

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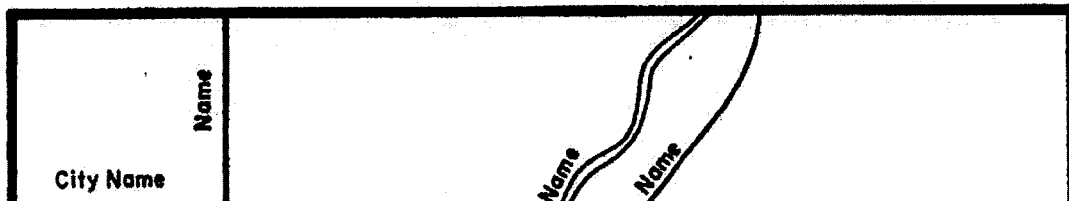
1. Applications must be legible – either typed or neatly printed
2. Where drawings and plans are necessary, those shall be detailed and clear in a manner such that all aspects of the proposal are obvious
3. Provide before and after plans of proposals where appropriate (i.e. additions, remodeling where locations of windows, doors, etc. would change)
4. Lot square footage and lot coverage according to the definition in the Town of Mendocino zoning code must be provided for all applications requesting new lot coverage
5. Dimensions of all proposed construction, demolition and modification shall be provided both on the plans and in the project description
6. Description of materials to be used in the proposed work
7. For proposals involving exterior painting, six color samples for each color must be provided
8. Project location must be indicated on the map included with the application
9. Please double check address and Assessor's Parcel Number

Failure to observe these guidelines could result in the application being rejected as incomplete until the deficiencies are resolved.



- E. Driveways, parking and loading Areas.
- F. Existing and proposed septic system and wells including distances from structures.
- G. Easements and Utility lines (power, sewer, water etc.).
- H. Proposed structure or addition including distance from property lines.

Sample Location Map




sign this agreement will result in the application being sent for further processing.

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INDEMNIFICATION AGREEMENT

As part of this application, applicant agrees to defend, indemnify, release and hold harmless the County of Mendocino, its agents, officers, attorneys, employees, boards and commissions, as more particularly set forth in Mendocino County Code Section 1.04.120, from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul the approval of this application or adoption of the environmental document which accompanies it. The indemnification shall include, but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent, passive or active negligence on the part of the County, its agents, officers, attorneys, employees, boards and commissions.

Date: 13 Nov. 2023



Applicant

Mendocino Historical Review Board

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c/o Planning & Building Services
153 W. Spruce St.
Fort Bragg, CA 95437
964-5379

Date: May 7, 1990

Mike Huttleston
1180 Perkins Way
Sacramento, CA 95818

RE: Violation # MHRB 89-33

AP# 119-236-05

Dear Mr. Huttleston:

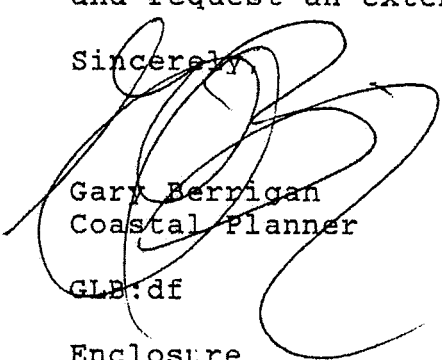
Our records indicate that on April 12, 1990 you were notified of a violation of MHRB #89-33 on your property located at 10450 Lansing Street, Mendocino.

As we have received no response from you regarding this matter, you are hereby notified that failure to make application for the required permit(s) or to correct the violation within ten (10) working days of the date of this letter will result in further action which may include referring this violation to the County Counsel's office for appropriate legal action.

It is my sincere hope that your cooperation will preclude any such action on behalf of Mendocino County. For this reason, enclosed is the necessary permit application form. If you need further information, please contact this office.

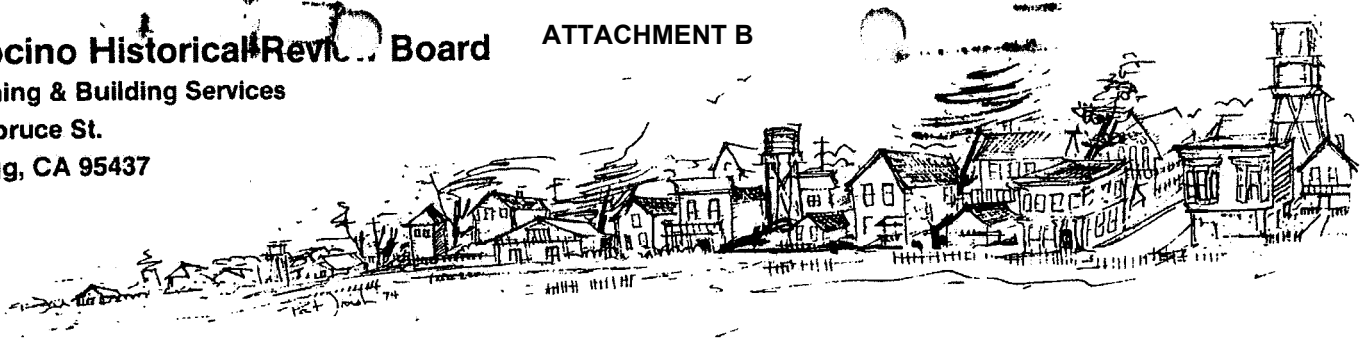
If it is not possible for you to submit your application within the time specified, it is important that you contact this office and request an extension of time.

Sincerely,


Gary Berrigan
Coastal Planner

GLB:df

Enclosure



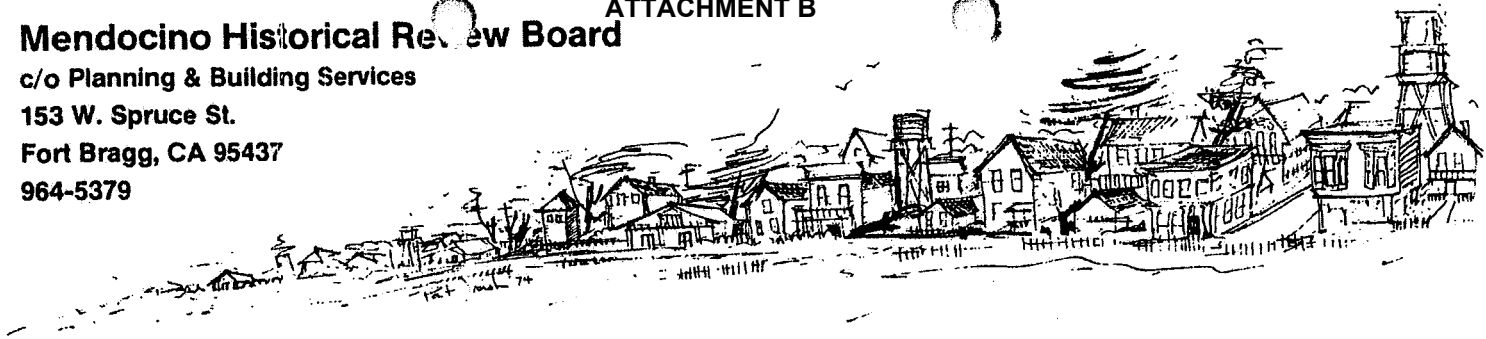
Mendocino Historical Review Board

c/o Planning & Building Services

153 W. Spruce St.

Fort Bragg, CA 95437

964-5379



April 12, 1990

Mike Huttleston
1180 Perkins Way
Sacramento, CA 95818

RE: MHRB # 89-33

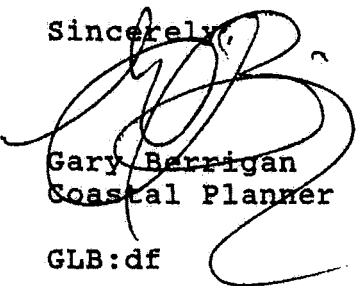
Dear Mr. Huttleston:

On November 6, 1989, your application to the Mendocino Historical Review Board for re-roofing was approved with the condition that the new roofing material be painted a rust color to match the existing color, and that it not be a high gloss paint.

The Review Board has seen the completed work and does not consider that the new roof color is consistent with the prior approval. The Review Board has asked that I contact you to advise you that it considers the re-roofing to be in violation of MHRB #89-33. Please contact me within 10 working days to discuss how you propose to proceed with this matter.

If you have any questions, please feel free to call me.

Sincerely,



Gary Berrigan
Coastal Planner

GLB:df

Mendocino Historical Review Board ATTACHMENT B

c/o Planning & Building Services

153 W. Spruce St.

Fort Bragg, CA 95437

964-5379

November 6, 1989

Mike Huttleston
1180 Perkins Way
Sacramento, CA 95818

RE: MHRB # 89-33

Dear Mr. Huttleston:

On November 6, 1989, your application to the Mendocino Historical Review Board for re-roofing was approved with the condition that material be galvanized, corrugated steel painted a rust color to match the existing color, and that it not be a high gloss paint.

The Review Board's action will not be final and work may not commence on the project until after a ten day appeal period has ended. The decision of the Review Board may be appealed to the Board of Supervisors. The appeal must be made in writing to this office within ten days of the Review Board's action, accompanied by an appeal fee of \$340.00, payable to the County of Mendocino. If an appeal is not received in this office by November 16, 1989, the Review Board's action is final.

If you have any questions, please feel free to contact this office.

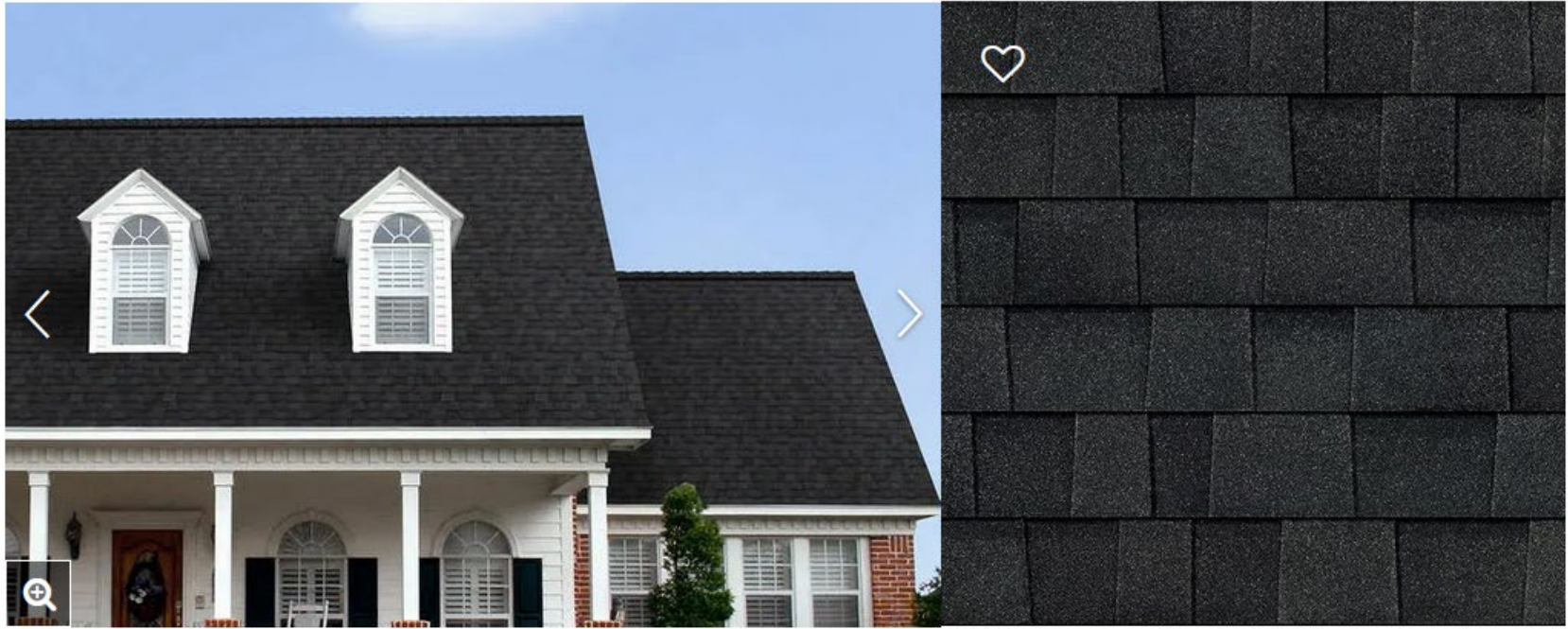
Sincerely,



GARY L. BERRIGAN
Coastal Planner

GLB:df
Enclosure

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Carbon

Forest Brown

Granite

Mesquite

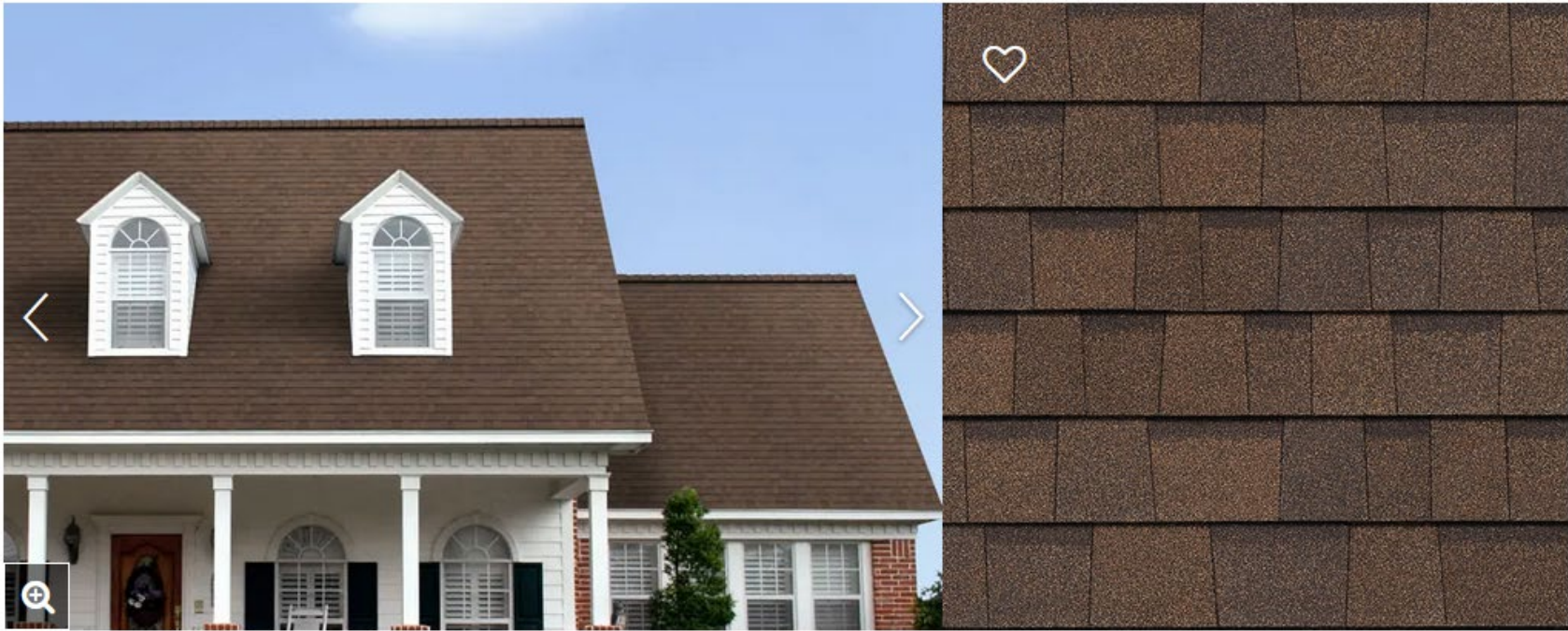
Mountainside

Night Sky

Sand Castle

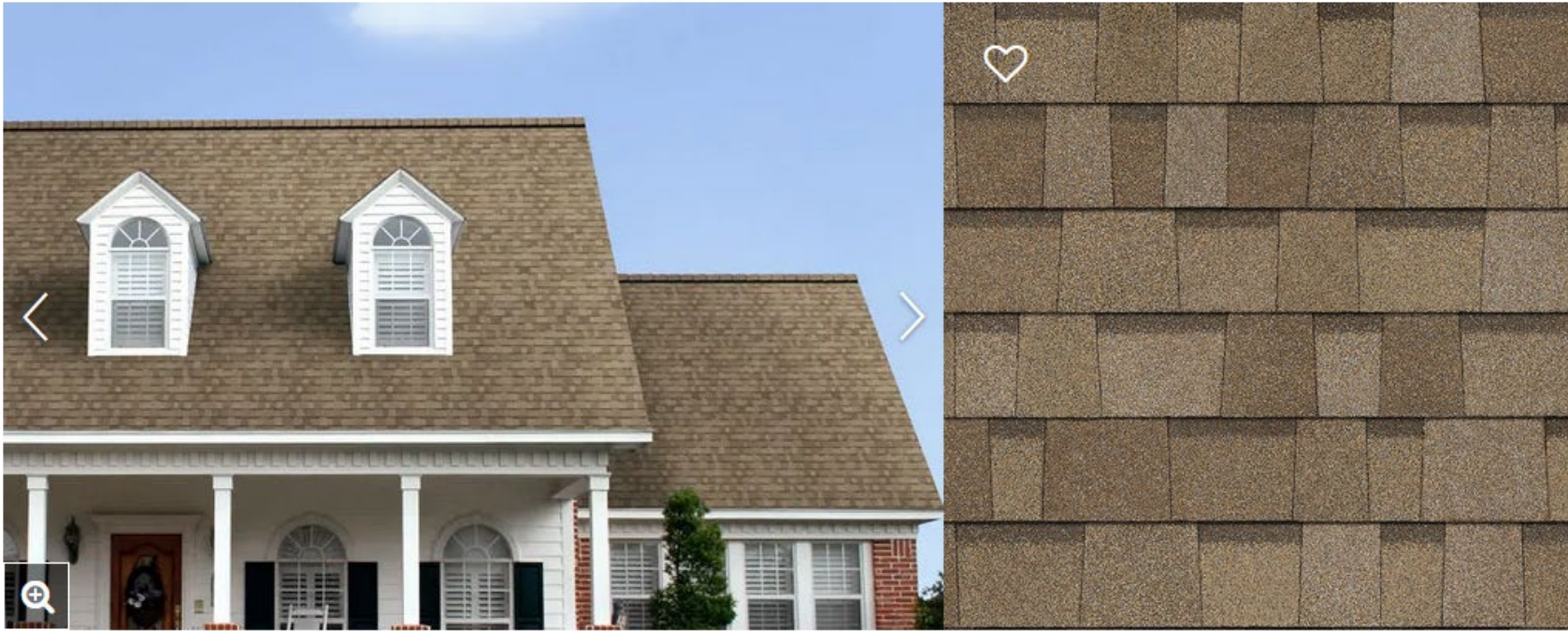
Attachment XXX, Color: Carbon

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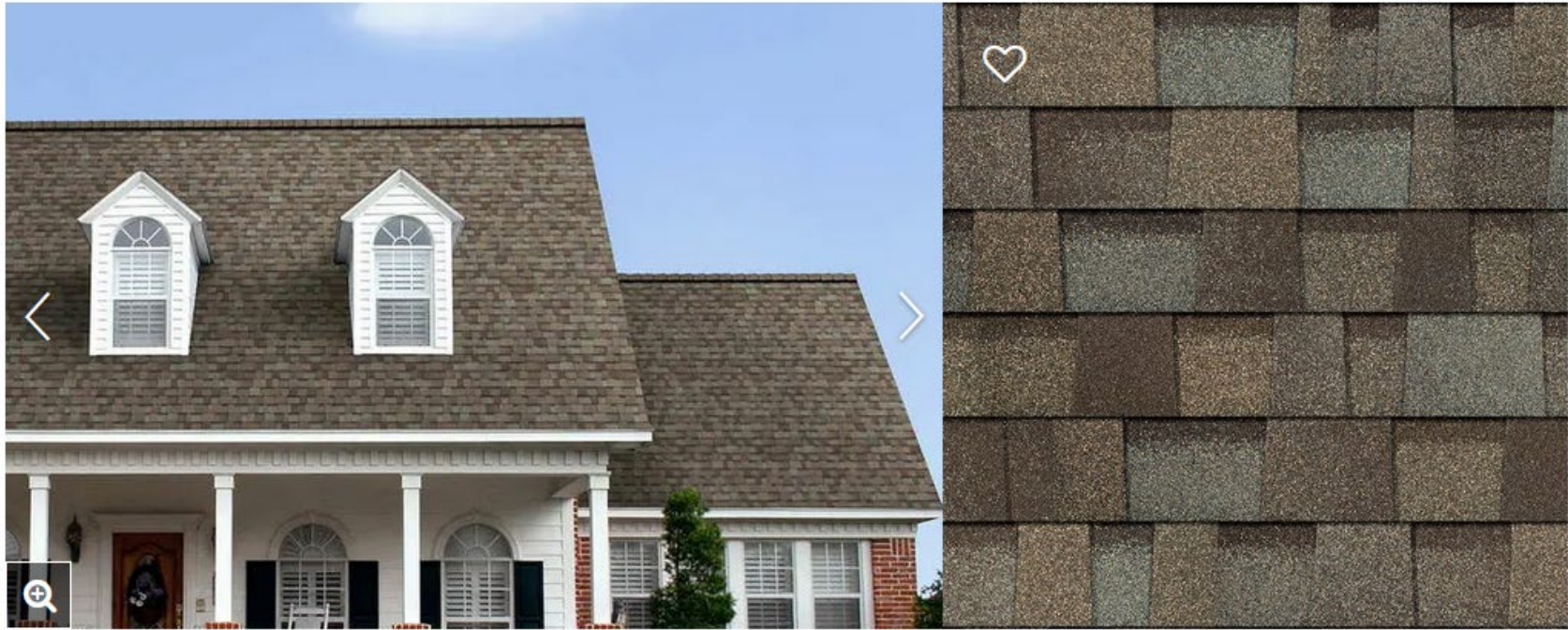
Attachment XXX, Color: Forest Brown

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Attachment XXX, Color: Sand Castle

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Attachment XXX, Color: Sycamore