



City of San Juan Bautista

The "City of History"

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AGENDA

HISTORIC RESOURCES BOARD MEETING

CITY HALL COUNCIL CHAMBERS
311 Second Street
San Juan Bautista, California

Tuesday ~ May 2, 2017

In compliance with the American with Disabilities Act, if you need special assistance to attend or participate in the meeting, please call the City Clerk's Office at (831) 623-4661, extension 13 at least 48 hours prior to the meeting.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the meeting and City Hall at 311 Second Street, San Juan Bautista, California during normal business hours.

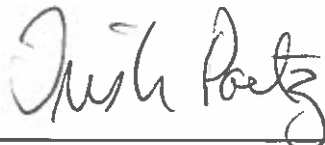
1. Call to Order 6:00 PM
Pledge of Allegiance
Roll Call
2. Public Comment
3. Informal Project Review
Any potential and/or future project applicant may present their project to the HRB for Informal Project Review for the purpose of gaining information as preliminary feedback only. No formal application is required and no action will be taken by the HRB on any item at this time.
4. Consent Items
All matters listed under the Consent Agenda may be enacted by one motion authorizing actions indicated for those items so designated. There will be no separate discussion of these items unless requested by a member of the HRB, a staff member, or a citizen.
 - A. Approve Affidavit of Posting Agenda
 - B. Approve Minutes for the February 7, 2017 Meeting
 - C. Approve Minutes for the March 7, 2017 Meeting
 - D. Approve Minutes for the April 4, 2017 Meeting
5. Action Items
 - A. Consider Recommendation to the Planning Commission for a Sign Permit for Crêdo Studio at 1 Polk Street
6. Comments
 - A. Historic Resources Board
 - B. City Manager
 - C. Community Development Director
7. Adjournment

AFFIDAVIT OF POSTING

I, TRISH PAETZ, DO NOW DECLARE, UNDER THE PENALTIES OF PERJURY THAT I AM THE DEPUTY CITY CLERK IN THE CITY OF SAN JUAN BAUTISTA, AND THAT I POSTED THREE (3) TRUE COPIES OF THE ATTACHED HISTORIC RESOURCES BOARD MEETING AGENDA. I FURTHER DECLARE THAT I POSTED SAID AGENDA ON THE 25th DAY OF APRIL 2017, AND I POSTED THEM IN THE FOLLOWING LOCATIONS IN SAID CITY OF SAN JUAN BAUTISTA, COUNTY OF SAN BENITO, CALIFORNIA.

1. ON THE BULLETIN BOARD AT CITY HALL, 311 SECOND STREET.
2. ON THE BULLETIN BOARD AT THE CITY LIBRARY, 801 SECOND STREET.
3. ON THE BULLETIN BOARD AT THE ENTRANCE TO THE UNITED STATES POST OFFICE, 301 THE ALAMEDA

SIGNED AT SAN JUAN BAUTISTA, COUNTY OF SAN BENITO, CALIFORNIA, ON THE 25th DAY OF APRIL 2017.



Trish Paetz, Deputy City Clerk

**CITY OF SAN JUAN BAUTISTA
HISTORIC RESOURCES BOARD MEETING**

FEBRUARY 7, 2017

DRAFT MINUTES

**(The February 7, 2017 CMAP video recording is the
official record of the meeting.)**

1. CALL TO ORDER – Planning Commission Chairperson John Hopper called the meeting to order at 6:00 p.m.

B. ROLL CALL **Present:** Board Members Hopper, Franco, Boyd,
Moore and Freels

Staff Present: City Manager Grimsley,
City Attorney Mall, Community
Development Director Orbach,
Deputy City Clerk Paetz

2. SELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

A motion was made by Board Member Moore and seconded by Board Member Franco to keep the Chairperson Hopper and Vice Chairperson Boyd of the Planning Commission as the chairperson and vice chairperson of the Historic Resources Board. The motion passed unanimously, 5-0.

3. PUBLIC COMMENT

Greg and Kristen Burda, new owners of the restaurant at 107 Third Street, formerly La Casa Rosa, provided an update on their plans for renovating the property. They added that they had selected “Richters” as the name of the new restaurant.

4. INFORMAL PROJECT REVIEW

A. Plant Nursery in Mixed Use Zone – Marci Huston

Ms. Huston was not present.

B. Tattoo Shop, 302 Third Street – Chase Weggeland

Chase Weggeland explained his plan to open a tattoo shop at 302 Third Street, what was previously the Guatamalan Shop. His building contractor was present and explained the shop would be designed with an art studio in front and tattoo parlor with four stations in the back. Property owner, Dante Bains, was present. Staff informed the Board that this project in the downtown area would require a conditional. Board Member Freels commented that the façade will be important to the community.

Community Development Director Orbach reviewed conditional use permit rules, regulations, and policies and the forms required for an application, and City Manager

Grimsley suggested a workshop for the Board to become familiar with the process.

C. Cutting Horse Signage – Billy Surber

Mr. Surber was not present.

5. ACTION ITEMS

A. Approve Affidavit of Posting Agenda

A motion was made by Board Member Boyd and seconded by Board Member Freels to approve the affidavit of posting agenda. The motion passed unanimously, 5-0.

B. Approve Minutes for October 4, 2016 Meeting

A motion was made by Board Member Franco and seconded by Board Member Moore to accept the minutes as presented as none of the board members were present at the October 4, 2016 meeting. The motion passed unanimously, 5-0.

6. Comments

A. Historic Resources Board

No comments were received.

B. City Planner

No comments were received.

C. Community Development Director

No comments were received.

7. Adjournment

The meeting was adjourned at 6:37 p.m.

**CITY OF SAN JUAN BAUTISTA
HISTORIC RESOURCES BOARD MEETING
MARCH 7, 2017
DRAFT MINUTES**

**(The March 7, 2017 CMAP video recording is the
official record of the meeting.)**

1. CALL TO ORDER – Chairperson John Hopper called the meeting to order at 6:04 p.m.

B. ROLL CALL **Present:** Board Members Hopper, Franco, Boyd, Moore and Freels

Staff Present: City Manager Grimsley,
City Attorney Mall, Community
Development Director Orbach,
Deputy City Clerk Paetz

2. PUBLIC COMMENT

Cara Vonk asked that the Historic Inventory be placed on the website.

3. INFORMAL PROJECT REVIEW

A. Beer and Wine Tasting Establishment, 322 Third Street

Anthony Ramirez presented plans for a beer and wine tasting establishment.

B. Credo Studio, 1 Polk Street – Ramona Hill

Board Member Boyd recused herself and left the dais, as she provided the visual arts for Credo Studio.

Ramona Hill provided a mock-up of a banner for Credo Studio, as a temporary sign.

Whereupon, Board Member Boyd returned to the dais.

C. Cutting Horse Signage

Billy Surber provided a mock-up for restaurant signage at 309 Third Street, which will be called "Billy's Steak House."

4. DISCUSSION ITEMS

A. Staff report on Site and Design Review Regulations, Guidelines, and Procedures

Hopper introduces City Attorney Deborah Mall. Explained, have broad discretion.

B. Stop Sign at Third and Franklin Street

City Manager Grimsley explained the action taken by Council in 2016. During public

comment Emily Renzel spoke against placing a stop sign in front of her property, the DeAnza Adobe. Wanda Guibert of the Historical Society and Cara Vonk both spoke against the stop sign. Alan Kemp explained the significance of the DeAnza Adobe, and suggested making Franklin Street a cul-de-sac from the south. Valerie Eglund spoke against a stop sign at Franklin and Third Streets. Christie Kemp, a land use attorney, felt a traffic study should be conducted and CEQA should be followed.

Chairperson Hopper requested this item be referred to the Planning Commission for action at their next regular meeting.

5. ACTION ITEMS

A. Approve Affidavit of Posting Agenda

B. Approve Minutes for May 3, 2016 Meeting

A motion was made by Board Member Franco and seconded by Board Member Boyd to approve the affidavit of posting agenda and the minutes. The motion passed unanimously, 5-0.

6. PUBLIC HEARING ITEMS

A. Consider Recommendation to the Planning Commission for a Site and Design Review Permit (SDR 2017-301) for 107 Third Street (formerly La Casa Rosa).

Applicants: Greg & Christin Burda

Staff presented a report. The applicant, Greg Burda was present and presented his plans to renovate the restaurant and apartment. Chairperson Hopper opened the public comment. Cara Vonk asked if the Secretary of the Interior Standards were being followed, commented the balustrade (balcony railing) is a character defining feature, and that the interior should remain the same. Emily Renzel read from her written public comment already submitted to the Board. Chairperson Hopper closed the public hearing. Board Member Franco asked whether the driveway and gate would remain the same in the back; concerned for emergency access to the rear of the building.

A motion was made by Board Member Boyd and seconded by Board Member Freels to recommend approval of a site and design permit for 107 Third Street to the Planning Commission. The motion passed unanimously, 5-0.

7. COMMENTS

A. Historic Resources Board

No comments were received.

B. City Planner

No comments were received.

C. Community Development Director

Director Orbach thanked the historic minded residents in the audience.

6. Adjournment

The meeting was adjourned at 8:00 p.m.

**CITY OF SAN JUAN BAUTISTA
HISTORIC RESOURCES BOARD MEETING**

APRIL 4, 2017

DRAFT MINUTES

**(The April 4, 2017 CMAP video recording is the
official record of the meeting.)**

1. CALL TO ORDER – Vice Chairperson Darlene Boyd called the meeting to order at 6:00 p.m.

B. ROLL CALL **Present:** Board Members Franco, Boyd, Moore and Freels

Absent: Board Member Hopper (excused)

Staff Present: City Manager Grimsley, City Attorney Mall, Community Development Director Orbach, Deputy City Clerk Paetz

2. PUBLIC COMMENT

There were no comments received.

3. INFORMAL PROJECT REVIEW

A. Construction of a Commercial Building with a Secondary Unit at 314 Third Street

Property owner Pat Garratt presented his plans for constructing a commercial building with a secondary unit in back on the bare lot at 314 Third Street. During public comment Cara Vonk encouraged the applicant to build the back unit to be like his neighbor, Ponzini Insulation.

B. Open Air Market at 501 Third Street

Property owner Ted Thoeny presented his plans to erect six to eight wood gazebo for vendors in an open air market. Board Member Boyd asked if the property was zoned for an open air market. City Manager Grimsley responded that the applicant would have to apply for a conditional use permit. During public comment, Cara Vonk spoke in support of the project.

4. CONSENT AGENDA

A. Approve Affidavit of Posting Agenda

B. Approve Minutes for the June 8, 2016 Special Meeting

C. Approve Minutes for the July 5, 2016 Meeting

A motion was made by Board Member Franco and seconded by Board Member Moore to approve all items on the consent agenda. The motion passed unanimously, 4-0-0-1 with Board Member Hopper absent.

5. PUBLIC HEARING ITEMS

A. Consider Recommendation to the Planning Commission of a Site and Design Review Permit (SDR 2017-31) for 107 Third Street (formerly Casa Rosa, APN 002-021-004). Applicants: Greg and Christin Burda

Staff presented a report and stated this item was continued from last month so staff could adequately research the historical aspect of the property. The applicants were present and responded to questions. Vice Chairperson Boyd opened the public hearing. Emily Renzel, a neighbor of the property, reiterated the same issues from last month. Cara Vonk was concerned with keeping the interior the same, and with keeping the window on the north side of the building. Vice Chairperson Boyd closed the public hearing.

A motion was made by Board Member Franco and seconded by Vice Chairperson Boyd to recommend approval of a site and design review permit to the Planning commission. The motion passed unanimously, 4-0-0-1, with Board Member Hopper absent.

A motion was made by Board Member Franco and seconded by Board Member Moore: Passes. 4-0-0-1 with Board Member Hopper absent.

Board Member Moore suggested waiving fees for buildings that are being rehabilitated in the historic district. City Attorney Mall responded that the fees are to cover staff's administrative and professional expenses, and suggested looking into the Mills Act process to assist owners of historic properties with rehabilitation costs.

B. Consider Recommendation to the Planning Commission of a Site and Design Review Permit (SDR 2017-32) for a Wine and Beer Tasting Establishment at 322 Third Street (APN 002-160-003). Applicants: Anthony and Monica Ramirez

Staff presented a report. Vice Chairperson Boyd opened the public hearing. There were not comments received. Vice Chairperson Boyd closed the public hearing. A question and answer period followed. The applicant was present and responded to questions.

A motion was made by Board Member Freels and seconded by Board Member Moore to recommend to the planning commission a site and design review permit for a wine and beer tasting establishment at 322 Third Street. The motion passed 4-0-0-1 with Board Member Hopper absent.

i. Consider Recommendation to the Planning Commission of a Sign Permit for the 18th Barrel, 322 Third Street. Applicants: Anthony and Monica Ramirez

Staff presented a report. Vice Chairperson Boyd opened the public hearing. There were not comments received. Vice Chairperson Boyd closed the public hearing. A question and answer period followed. The applicant was present and responded to questions.

A motion was made by Vice Chairperson Boyd and seconded by Board Member Moore to recommend to the planning commission a sign permit for the 18th Barrel at 322 Third Street. The motion passed 4-0-0-1 with Board Member Hopper absent.

6. ACTION ITEMS

A. Consider Recommendation to the Planning Commission on a Stop Sign at Third and Franklin Street

Staff presented a report stating this item was presented to the Board last month for discussion, and is being brought back for a recommendation to the Planning Commission. During public comment Emily Renzel presented her case for rescinding the decision by the City Council to erect a stop sign at Third and Franklin Street. Cara Vonk spoke against a stop sign. Board Members Franco and Freels spoke against a stop sign. Board Member Moore felt on the busy weekends in the city downtown, there is a visibility problem. Boyd does not support.

A motion was made by Vice Chairperson Boyd and seconded by Board Member Franco to recommend to the Planning Commission that a stop sign is not erected at Third Street and Pearce Street. The motion passed 3-1-0-1 with Board Member Moore voting against, and Board Member Hopper absent.

7. COMMENTS

A. Historic Resources Board

Board Member Freels thanked Community Development Director Orbach for his research into the historical aspect of topics on the agenda tonight.

B. City Planner

No comments were received.

C. Community Development Director

Director Orbach thanked Cara Vonk and Emily Renzel for their expert advice on historical projects brought to the Board tonight.

8. Adjournment

The meeting was adjourned at 7:07 p.m.

CITY OF SAN JUAN BAUTISTA

HISTORIC RESOURCES BOARD

STAFF REPORT

DATE: May 2nd, 2017

SUBJECT: Sign Permit – 1 Polk Street

Applicant: Ramona Hill

Zoning: Mixed Use

Assessor Parcel No.: 002-140-006

Details: The applicant is requesting sign permit approval for a sign for Crêdo Studio, an arts studio at 1 Polk Street. The proposed sign is: 36" W x 24" H, double-sided with the same image on both sides, oval, with a photo embossed on aluminum, and has a total area of 4.71 ft². A picture is provided in the application packet.

Compliance with Design Guidelines: The San Juan Bautista Design Guidelines give specific guidance for this type of sign in §7.3.7 "Projecting Signs." Those guidelines state that (how the sign conforms to the guidelines below each bullet):

- **Multiple projecting signs on the same or contiguous properties should not be installed within 8 feet of each other.**
 - No contiguous properties within 8 feet of the location of the proposed sign.
- **Projecting signs should be designed to complement the architectural style of the building.**
 - The sign fits in with the color scheme and style of other signs in the downtown area and will hang from the pre-existing bracket.
- **Projecting signs should not obstruct any door, window, fire escape or other emergency exit.**
 - The sign does not obstruct any door, window, fire escape, or other emergency exit.
- **Projecting signs are encouraged in high pedestrian areas.**
 - This business is located in the historic downtown area and would therefore be considered a high pedestrian area. Therefore this type of sign fits in the area.

- **Projecting signs should be placed close to the store's main entrance.**
 - The proposed sign will hang in between two windows near the main entrance, and will be visible from both Third Street and Polk Street.
- **Projecting signs should be located at ground level unless the building contains a second level with offices or storefronts.**
 - The proposed sign will be located at ground floor level.
- **The sign must maintain a ground level minimum clearance of 7' feet, 6" inches.**
 - The sign will exceed this minimum clearance by 4".
- **The sign should be placed at a 90 degree angle and at least 6 inches away from the wall.**
 - The proposed sign, when mounted, will conform to this requirement.
- **Decorative iron brackets are encouraged; wood brackets may also be appropriate. Bracket design should complement the shape of the sign.**
 - The proposed sign will hang from the pre-existing decorative metal bracket that was used by the previous business(es).
- **Projecting signs should be placed at a height consistent with adjacent buildings**
 - The proposed sign will be at a height consistent with adjacent buildings.

The proposed sign also conforms to the general standards set forth in the San Juan Bautista Design Guidelines §7.0-7.1 (see Attachment 2) in terms of design, location, color and materials, and sign legibility.

Action Required:

1. Receive staff report and supporting documents
2. Receive written comments, e-mail communication, oral testimony and public input.
3. Review the sign permit application materials to ensure that the project complies with the City of San Juan Bautista's Design Guidelines.
4. Based upon your independent review and judgment of the staff report, written comments, email communication, and oral testimony on the sign permit application, the Historic Resources Board should take the following actions.
 - A. Recommend that the Planning Commission approve the sign permit application for Crēdo Studio at 1 Polk Street, within the Historic District.



CITY OF SAN JUAN BAUTISTA

P.O. Box 1420, 311 Second Street
San Juan Bautista, CA 95045

PLANNING DEPARTMENT

Phone: (831) 623-4661

Fax: (831) 623-4093

APPLICATION COVER PAGE

Planning

TYPE OF APPLICATION (CHECK ALL THAT APPLY).

- Historic Resource Design Review
 - Informal Project Review
 - Major Projects
 - Minor Projects
- Design Review
 - Informal Project Review
 - Major Projects
 - Minor Projects
 - Sign Permit
- Conditional Use Permit/Amendment
- Tentative Map Major
- Tentative Map Minor
- Planning Unit Development
- Annexation
- Urban Growth Boundary
- Rezoning / Pre-zoning
- General Plan Amendment
- Zoning Text Amendment
- Certificate of Compliance
- Lot Line Adjustment
- Secondary Dwelling Unit
- Variance
- Tentative Map Amendment
- Appeal
- Informal Project review
- Hillside Development Permit
- Others _____

Applicant(s):

Name: Ramona Hill

Mailing Address: P.O. Box 176, San Juan Bautista, CA 95045

Phone: (831) 245-8470 email: info.credostudio@gmail.com

Property/Land Owner(s):

Name: John Tobias

Mailing Address: 6344 Pacheco Hwy., Hollister, CA 95023

Phone: (831) 630-3975

Name and mailing address of property owner's or applicant's duly authorized agent who is to be furnished with notice of hearing (Section 65091 - California Government Code):

Name: John Tobias

Mailing Address: 6344 Pacheco Hwy, Hollister CA 95023

Phone: (831) 630-3975 email: _____

Project Address/Location: 1 Polk St., San Juan Bautista, CA 95045

Most Current Assessor's Parcel Number: _____

For Office Use Only:	
Date Application Submitted _____	Deposit Collected \$ _____ Date _____
Date Application Complete _____	Billing Number _____
File Number(s) _____	

Business Owner:
Ramona Hill
P. O. Box 176
San Juan Bautista
(831) 245 - 8470

Business Name: Crêdo Studio
1 Polk St.
San Juan Bautista
April 24, 2017

Sign Specifications

3 feet wide by 2 feet tall

Total: 6 Square Feet

Photo Embossed on Aluminum



Double - Sided

Same Image Both Sides

To Be Hung On Existing Sign Bracket

