

**A G E N D A**  
**CITY OF RICHMOND**

**HISTORIC PRESERVATION ADVISORY COMMITTEE MEETING**

**Tuesday, December 14, 2010 at 6:00 p.m.**

**RICHMOND ROOM**

**CITY HALL BUILDING, 450 CIVIC CENTER PLAZA, 1<sup>ST</sup> FLOOR LOBBY, RICHMOND, CA**

**Officers**

Rosemary M. Corbin, Chair  
Sandi Genser-Maack, Vice Chair

**Planning Commission Liaison**

Charlie Duncan

**Members**

Donald Bastin  
Ric Borjes  
Kimberly Butt  
Amanda Elliott  
Samaneh Nili  
Patricia Pearson

**City Council Liaison**

Tom K. Butt

**Design Review Subcommittee**

Ric Borjes  
Kimberly Butt  
Sandi Genser-Maack  
Samaneh Nili (interim)

**PUBLIC MEETING INFORMATION**

**Function of a Public Meeting:** A public meeting is intended to inform the public of proposals and to enable members of the public to present relevant information and viewpoints before Historic Preservation Advisory Committee action. When the Committee reviews a specific development proposal, the Committee will hear public comments before voting on a recommendation to the Design Review Board or Planning Commission.

**Speaker Registration:** Persons wishing to speak on a particular item on the agenda shall file a speaker form with Planning and Building Services staff **PRIOR** to the Committee's consideration of the item. Once discussion of the agenda item begins, only those persons who have previously submitted speaker forms will be permitted to speak on the item. Speakers will be called to address the Committee after the project applicant has made a presentation. Anyone who wishes to address the Committee on a topic that is not on the agenda and is relevant to the Committee's purpose may file a speaker form with Planning and Building Services Department staff at any time during the meeting and will be called to address the Committee during the Public Forum portion of the meeting.

**Agenda Order:** At the discretion of the Committee, items on the agenda may not be heard in the order they appear on the agenda.

**Consent Calendar Items:** In order to allow the Committee to complete their reviews within the time they have offered to serve, applications that are considered routine will be placed on the consent calendar with a staff recommendation to approve, conditionally approve, continue or hold the item over to a date certain. The Committee may act in one motion to adopt the staff recommendations on those items. Before voting on the consent calendar, the Chair will ask if any members of the public wish to speak on any of the items on the consent calendar. If you wish to speak on an item on the consent calendar, you need to rise and request that it be removed from the consent calendar. The item will then be discussed in the numerical order in which it appears. Items for which the recommendation is to hold the item over may not be removed from the consent calendar by members of the public. Staff and Committee members may also remove items from the consent calendar.

**Public Meeting Procedure:**

- (1) Chair opens the meeting;
- (2) City staff identifies project being reviewed and presents a preliminary analysis;
- (3) Applicant explains proposal for up to five minutes;
- (4) Members of the Public wishing to speak have up to two minutes each to express their viewpoint;
- (5) Applicant may respond to specific allegations made for up to two minutes;
- (6) The Committee may ask follow-up questions of any of the speakers;
- (7) Hearing is closed;
- (8) City staff presents its summary and recommendations;
- (9) The Committee discusses the application and votes to recommend approval, approval in modified form, or denial of the application;
- (10) The Chair informs the audience of the Committee's action.

If all items are not completed by 9:00 pm, the items remaining will be continued to the next meeting unless the Committee votes to extend the meeting.

*(Continued on Reverse Side)*

**AGENDA ITEMS**

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes
4. Consent Calendar<sup>1</sup>:
5. Brown Act (see Public Forum note at the end of Agenda)

**ITEM(S)**

No project items to discuss.

**COMMITTEE BUSINESS**

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6. Reports of Officers, Committee Members, and Staff
  - a. Revisions to RMC Chapter 6.06 Historic Structures Code that may include adding findings for demolition of historic properties
  - b. Commission Assistance and Mentoring Program (CAMP) Training
  - c. Items for Next HPAC Meeting

**Public Forum - Brown Act:** Anyone who wishes to address the Committee on a topic that is not already on the agenda and is relevant to the Committee's purpose may submit a speaker form to Planning Department staff. A three-minutes-per-speaker time limit shall apply.

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<sup>1</sup> Items recommended for denial will not be on the Consent Calendar.