



Council Chamber  
Few Memorial Hall of Records  
Monterey, California

**DRAFT**  
**Architectural Review Committee**  
**Annotated Agenda**

Regular Meeting  
September 7, 2005

**AFTERNOON ONLY**  
4:00 PM - 6:30 PM

Architectural Review  
Committee

Glenn Johnson, Chair  
Peter Arellano, Vice Chair  
Virginia Fry  
Eugene Hayden  
Terry Latasa  
Luis Osorio  
William Whipple

***DRAFT Annotated Agenda – Final version due September 21, 2005***

*Architectural Review Committee (ARC) review is to encourage and promote good development that is related to the setting and established character of the surrounding area or neighborhood. To accomplish this, the ARC will review all areas of a proposal that influence outside appearance. Access, on-site circulation, grading, tree impacts, building placement, landscape areas, landscape planting, architectural style, bulk, mass, color and signs are evaluated for conformance with adopted design guidelines, tree protection standards and neighborhood compatibility. Applications may be approved as submitted, continued for further study, denied or approved subject to conditions, specified changes, additions, or deletions.*

**CALL TO ORDER:** 4:00 PM  
**PRESENT:** P. Arellano, V. Fry, E. Hayden, G. Johnson, T. Latasa, L. Osorio, W. Whipple  
**ABSENT:** None  
**STAFF:** C. Rerig, K. Allen

**PUBLIC COMMENTS:**  
The Public may speak at this time on any Architectural Review Committee matter not on the agenda. Comments should be limited to a maximum of three (3) minutes.

James Bryant, President of the Alliance for Monterey Area Preservationists, thanked the Committee along with the Historic Preservation Commission (HPC) for their decision regarding the Public Service Center. He stated the National Trust sent a letter to the City seconding the decision of the ARC and HPC regarding the Public Service Center.

**APPROVAL OF ANNOTATED AGENDA:**

1. Approved August 17, 2005 Annotated Agenda 6-0-1 (Abstain-Osorio) with correction to the recorded vote on Item #2.

**CONSENT AGENDA:**  
Consent Agenda consists of items which staff recommendations have been prepared. A member of the public or an Architectural Review Committee Member may request that an item be placed on the regular agenda for further discussion. If placed on the regular agenda, Consent items will be the first items discussed.

**A. North Fremont Street Business District of Monterey Banner Program (05-319)**  
**Applicant: Debra Stewart, North Fremont Street Business District**  
**Owner: City of Monterey**  
**Revision to the North Fremont Street Business District Banner Program.**

Approved the revision to the North Fremont Street Business District Banner Program on Consent 7-0-0 with the following Conditions of Approval:

1. Corporate wording or logos on banners shall not exceed 5% of the banner area. Designs for corporate sponsored banners must be approved by the Architectural Review Committee prior to installation.
2. Once adopted, the future Business Association logo, when included in a banner design, shall not exceed 20% of the banner area. Designs for Business Association sponsored banners must be approved by the Planning Division prior to installation.
3. The cumulative total number of days that banners will be on display shall not exceed **274** in any calendar year.
4. Installation of banners must be coordinated with and approved by the Public Works Department. If required, all necessary encroachment permits must be obtained prior to banner installation.
5. Any banners that due to normal wear or improper maintenance that become unsightly must be replaced or removed promptly upon request by the Planning Division.
6. All new banner designs must be submitted for Planning Division review and approval prior to display. Proposed banner designs must be approved by the North Fremont Business District of Monterey prior to review by the Planning Division.
7. The banner program shall be reviewed annually. Proposed modifications to the banner program must be submitted and approved prior to the changes being made. The fee shall be half of the current fee at the time of submittal. A calendar detailing the banner program for the following year must be provided annually. The calendar shall name the event or season being promoted, and the duration of the corresponding display.

**REVIEW AGENDA:  
REPRESENTATION NECESSARY**

1. **Encroachment Permit No. 05-43  
199 Surf Way  
Applicant/Owner: John Smith**

**Recommendation to City of Monterey Public Works Department for Concept and Preliminary Design Review for a Deck Addition that Encroaches into the Public Right-of Way.**

Approved recommendation to City of Monterey Public Works Department for Concept and Preliminary Design Review 5-2 (Noes-Johnson, Osorio) –0 adopting staff Findings for Decision and with the following Conditions of Approval:

1. In coordination with the City Forester, the applicant shall plant climbing or vertically upright landscaping to soften the scale of the deck addition and to conceal the structural members.
2. The applicant shall employ screening of the structure of the deck using a trellis that is substantial and of the same or greater quality material as that used for the deck railing.

2. **Cypress Center (05-344)  
2440 North Fremont Street  
Applicant: Bob Kemple of AIC Sign Systems  
Owner: Tony Sammut**

**Concept and Preliminary Design Review for Revision to an Approved Sign Program.**

Denied Concept and Preliminary Design Review for Revision to an Approved Sign Program 7-0-0 adopting staff Findings for Decision.

**AGENDA ITEMS THAT HAVE NOT BEEN INITIATED BY 6:30 PM WILL NOT BE REVIEWED. THESE ITEMS WILL BE CONTINUED TO THE NEXT REGULARLY SCHEDULED MEETING.**

**STAFF INFORMATIONAL REPORT (SIR):**

The SIR is the Staff's report on activities or announcements and requests for clarification or direction regarding scheduling of Committee meetings or study sessions. Most reports will be presented orally at the meeting.

1. None

**ARC MEMBER'S COMMENTS:**

Committee Members may ask a question for clarification, make a brief announcement or make a brief report on his or her activities. In addition, ARC may provide a referral to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any City matter, or direct staff to agendaize a matter of business on a future agenda (G.C. 54954.2). This agenda item is not intended for discussion among the ARC Members. Issues that warrant discussion may be scheduled for review at a subsequent meeting.

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**ADJOURNMENT: 5:15 PM**

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**TWO-YEAR TIME LIMIT:** Pursuant to Section 38-201 (e) of the Monterey City Code, if within two (2) years from the date of final Architectural Review Committee approval a Building Permit has not been granted, the approval shall be null and void unless extended by the Committee.

**CITY PERMITS FOR WATER ALLOCATIONS:** Currently there is no water allocation available to serve residential, commercial and residential additions or remodels. Individual projects after receiving Architectural Review Committee Concept approval may request a water reservation.

**APPEALS:** ARCHITECTURAL REVIEW COMMITTEE DECISIONS MAY BE APPEALED TO PLANNING COMMISSION WITHIN TEN (10) DAYS FROM THE DATE OF THE DECISION ON FORMS AVAILABLE IN THE PLANNING DIVISION DURING BUSINESS HOURS. WHEN THE TENTH DAY FALLS ON A WEEKEND OR A HOLIDAY, THE APPEAL DEADLINE DATE IS THE NEXT WORKING DAY FOLLOWING THE HOLIDAY OR WEEKEND. THE APPEAL FILING FEE IS \$50.00.

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ARC Planner

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ARC Chairperson

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Date

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Date

CITY OF MONTEREY'S 24-HOUR SUGGESTION HOTLINES: Voicemail: 646-3799 FAX: 646-3793  
Email: [suggest@ci.monterey.ca.us](mailto:suggest@ci.monterey.ca.us) WebPage: <http://www.monterey.org>

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