



# Architectural Review Committee Annotated Agenda

## Architectural Review Committee

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

Council Chamber  
Few Memorial Hall of Records  
Monterey, California

Regular Meeting  
September 6, 2006

4:00 PM - 6:15 PM  
7:30 PM - 11:00 PM

*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:** Arellano, Fry, Hayden, Johnson, Latasa  
**ABSENT:** Whipple  
**STAFF:** Chip Rerig, Kim Allen, Forrest Ebbs

### **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.

NONE.

### **APPROVAL OF ANNOTATED AGENDA:**

1. Approved August 16, 2006 Annotated Agenda 5-0-1 (Absent-Whipple).

### **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      Annual Review of Banner Program.**  
**Applicant: North Fremont Street Business District of Monterey**

Approved annual review 5-0-1 (Absent-Whipple) with no changes to the following existing program on Conditions of Approval:

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.

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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.

<b>AFTERNOON REVIEW AGENDA: REPRESENTATION NECESSARY</b>
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1. **Community Hospital Properties (05-535)  
2 Upper Ragsdale Drive  
Applicant/Owner: Community Hospital  
Properties**

**Concept and Preliminary Design Review for New Business Signage. Continued from July 5, 2006 meeting.**

Approved Concept and Preliminary Design Review 4-1(Noes-Arellano)-1(Absent-Whipple) adopting the following Findings for Decision and with the following Condition of Approval:

Condition of Approval:

1. No other signs, letters or characters shall be allowed on the buildings.

Findings for Decision:

1. The letters are to be used as a way finding device only.
2. The applicant gave evidence that patients have difficulty finding the location of their appointments.

2. **Casa Munras Hotel (06-236)  
700 Munras Avenue  
Applicant: Daryl Hawkins, AIA  
Owner: Casa Munras Hotel, Inc.**

**Concept Design Review for Alterations to an Existing Building. Continued from August 2, 2006 meeting.**

Continued 4-1(Noes-Arellano)-1(Absent-Whipple) the porte-cochere element for redesign with the following direction:

1. The applicant shall eliminate any stucco parapet or arched stucco element.
2. The applicant shall use a different design such as a roof element or trellis element at the entrance that better integrates with the existing buildings on the site.
3. The applicant shall reduce the width of the columns from four (4) feet to three (3) feet.
4. The ridge skylight shall contain glass that substantially prohibits the passage of artificial light upward at night.

Approved Concept Design Review of the remainder of the project 5-0-1(Absent-Whipple) adopting staff Findings for Decision and with the following Conditions of Approval:

1. The applicant shall return to the ARC for Preliminary Design Review.
2. The applicant shall rework the support connection between the rafters and the outriggers at the front elevation and return to ARC for this detail.

<p style="text-align: center;"><b>RECESS: 6:15 PM</b></p>
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<p style="text-align: center;">Agenda items shown on the schedule after the recess will only be heard on the Evening Review. Staff Informational Reports and ARC Member's Comments may be heard at the end of the afternoon agenda if time allows before the Recess.</p>
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<p style="text-align: center;"><b>RECONVENE: 7:30 PM</b></p>
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**CALL TO ORDER:** 7:30  
**PRESENT:** Arellano, Hayden, Johnson, Latasa  
**ABSENT:** Fry, Whipple  
**STAFF:** Chip Rerig, Kim 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.

NONE.

**EVENING REVIEW AGENDA:**

(REPRESENTATION NECESSARY) Evening Review Agenda to be heard at 7:30 PM

- 3. Commercial Building (06-314) Concept and Preliminary Design Review to Replace an Existing Standing-Seam Metal Roof with Asphalt Shingles.**  
**2959 Monterey-Salinas Highway**  
**Applicant: Jeff Premo, Williams Roofing Co.**  
**Owner: Castle & Cooke Monterey, LLC**

Approved Concept and Preliminary Design Review 3-1(Noes-Johnson)-2(Absent-Fry, Whipple) adopting the following Findings for Decision.

1. The proposal is not inconsistent with the character of the surrounding commercial area.
2. The existing building is not highly visible from the Monterey-Salinas Highway (designated by the City as a Scenic Corridor).
3. The proposed roofing materials will not adversely impact the architectural integrity of the existing building.

- 4. Hilton Garden Inn (06-277) Preliminary Design Review for a Flag Sign.**  
**1000 Aguajito Road**  
**Applicant/Owner: Jim Flagg, Ocean Park**  
**Hotels MNN, LLC**

Continued per applicant's request.

**AGENDA ITEMS THAT HAVE NOT BEEN INITIATED BY 11:00 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. Design Award nomination forms were distributed August 31, 2006 with an ad in the Monterey Herald on September 2, 2006.

**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: 7:45 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 \$100.00.

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ARC Planner

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ARC Chairperson

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Date

\_\_\_\_\_  
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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