



## **APPROVED** **Meeting Notes**

**FEBRUARY 24, 2009**

**7:00-8:00am**

**PRESENT:** Members Spotorno, Raymundo, Drotos and Howard

**STAFF:** Riordan, Lyon, Jany & Rogers

**APPROVAL OF MEETING NOTES:** Approved February 10<sup>th</sup> Meeting Notes.

### **MATTERS OF COMMITTEE INTEREST:**

Staff provided the ARC with an update on Building Department Code Enforcement efforts in the Downtown and along El Camino Real, Woodside Road and Veterans Boulevard.

The ARC recommended steps to improve permit follow through as follows:

- Business License staff to provide new business tenants with signage/business information handouts.
- ARC will alert ARC liaison and Code Enforcement staff of permit violations
- Zoning Administrator to revise Notice of Official Action (permit) to highlight ARC recommendations; also attach ARC conditions to the construction drawings.
- Code Enforcement staff to provide quarterly updates to ARCon enforcement efforts.

### **CONSENT ITEM:**

### **REGULAR ITEMS:**

#### **1. 636 El Camino Real (Gary Burns)**

Continued item with conditions for a second review, M/S Howard (w/amendment by Raymundo)/Drotos 4-0.

- Tie signage into /acknowledge building architecture
- Consolidate/ "de-clutter" tenant signage
- Incorporate "way-finding" element to tenant spaces using smaller, pedestrian scale signage

#### **2. 201 Arch Street (AKC Services Inc.)**

Approved item as submitted, M/S Howard/Raymundo 4-0.

### **ADJOURNMENT**

Adjourn to the next regular ARC meeting on March 10, 2008 at 7:00 AM, Council Chambers, Redwood City Hall, 1017 Middlefield Road, Redwood City.