



Marin County Architectural Commission

Authority MCC 19.04.028

MEETING: Tuesday, February 21, 2017 9:00 – 11:00 A.M.

LOCATION: Marin County Civic Center, Suite 308A, San Rafael Contact William Kelley @ 473-6556

Members:	John Fordice (JF)	Licensed Architect --Present
	Chair Marty Zwick (MZ)	Licensed Architect --Present
	Bruce King (BK)	Licensed Professional Engineer --Present
	Terry Nordbye (TN)	Licensed Contractor --Present
	Vice-Chair Colin Alley (CA)	Public Member --Present

Minutes

Convene Marin County Architectural Commission

- I. Call to Order and roll call **--@ 9:10 A.M.**
 - a) Public comment period **--None**
 - b) Approval of the agenda **--Motion made by TN, 2nd by JF to approve the agenda, as written. All voted in favor.**
 - c) Approval of the minutes from 12/6/16 meeting **--Motion made by BK, 2nd by CA to approve the minutes, as prepared. All voted in favor.**
- II. Review of DRAFT introductory language for use as the cover sheet for the application package in submitting projects to the Commission for review and consideration **--Commissioners engaged in lengthy discussion regarding the form and content for the most effective Frequently Asked Questions (FAQ) sheet to accompany the application form for submitting to the Commission for determination. WPK volunteered to offer revisions and return a DRAFT of the FAQ to the Commission at the next scheduled meeting.**
- III. Meeting schedule
 - a) Next meeting date **--Thursday, April 27, 2017 9:30 – 11:30 A.M.**
 - b) Proposed agenda **--Review revised FAQ and application form. Discuss response to letter from Inverness Association and Inverness Foundation**

Adjourn Marin County Architectural Commission --@ 10:40 A.M.