



Staff Report and Recommendations Agenda of November 14, 2022, Item 7b

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • www.vcrma.org/divisions/planning

I. APPLICANT:

Applicant: County of Ventura Planning Division
800 S. Victoria Avenue, L#1740
Ventura, CA 93009

II. REQUEST:

Planning Division staff requests that the Cultural Heritage Board (CHB) adopt CHB Resolution No. 2022-19 (Exhibit 1) repealing the current CHB Resolution No. 2009-1.1 (Exhibit 1, Attachment A) establishing and delegating administrative authority to staff to approve certain minor projects in the contract cities the CHB serves and adopting the proposed revised administrative approvals and exemptions list.

III. BACKGROUND:

Section 1371 et seq. of the Ventura County Cultural Heritage Ordinance No. 4604 (“Ordinance”) provides for the Ventura County Cultural Heritage Board to delegate administrative authority to CHB Staff for certain projects for the sake of expediency and efficiency. Consistent with this role, the CHB may establish criteria to administratively approve Certificates of Appropriateness or Certificates of Review or exempting projects from cultural heritage review. Pursuant to the Ordinance, the CHB adopted CHB Resolution No. 2009-1.1 (Exhibit 1, Attachment A) in order to delegate administrative authority to CHB Staff for certain projects in both the unincorporated Ventura County and contract cities the CHB serves. On July 24, 2017, the CHB adopted CHB Resolution No. 2017-2.1 (Exhibit 2) to further clarify the list of projects eligible for administrative approval or exemption, specifically within the unincorporated Ventura County area only; CHB Resolution No. 2009-1.1 currently remains in effect for the contract cities the CHB serves.

The County of Ventura has entered into contracts to provide cultural heritage services for the cities of Oxnard, Port Hueneme, Fillmore, Simi Valley, and Thousand Oaks. Each city has its own cultural heritage ordinance, with the exception of Oxnard, which has adopted the County’s ordinance by reference. The scope of services the County provides varies by contract and County services are requested at the discretion of city staff. For example, in Oxnard, the County is authorized to review projects and Mills Act contract applications, provide landmark recommendations, and provide general program assistance, among other functions, while in Thousand Oaks, the County is only authorized to perform services regarding the investigation, evaluation, and designation of landmarks and/ or points of historic interest.

IV. DISCUSSION:

The CHB is requested to adopt CHB Resolution No. 2022-19 (Exhibit 1) repealing the current CHB Resolution No. 2009-1.1 (Exhibit 1, Attachment A) establishing and delegating administrative authority to staff to approve certain minor projects in the contract cities the CHB serves and adopting the proposed revised administrative approvals and exemptions list. The draft CHB Resolution No. 2022-19 is intended to align administrative authority between the unincorporated Ventura County area and the contract cities the CHB serves. For this reason, the scope of administrative authority is identical. The only difference is that County staff would only take on this administrative role if directed by City staff. CHB Resolution No. 2017-2.1 would remain in effect for the unincorporated Ventura County area only (Exhibit 2).

The draft CHB Resolution No. 2022-19 was shared with city staff for contract cities the CHB serves for their review and comment. As of the time of this report's preparation, no input has been received.

V. PUBLIC COMMENTS:

No public comment regarding this item has been received to date.

VI. RECOMMENDED ACTIONS:

CHB Staff is recommending the CHB take the following actions regarding this item:

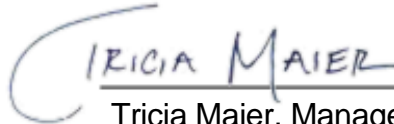
1. **CONDUCT** public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division Staff report and all exhibits and attachments hereto;
2. **FIND**, that by repealing the current CHB Resolution No. 2009-1.1 (Exhibit 1, Attachment A), implementation procedures for review of minor changes in historic and potential historic resources would be clarified and streamlined;
3. **FIND** that the proposed revised administrative approvals and exemptions resolution (Exhibit 1) is in conformance with the Ventura County Cultural Heritage Ordinance No. 4604 based on the substantial evidence in the staff report and on the entire record; and
4. **ADOPT** CHB Resolution No. 2022-19 (Exhibit 1) repealing the current CHB Resolution No. 2009-1.1 and adopting the proposed revised administrative approvals and exemptions list.

Prepared by:

Reviewed by:



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Exhibits:

- Exhibit 1 – CHB Resolution No. 2022-19
Attachment A – CHB Resolution No. 2009-1.1
- Exhibit 2 – CHB Resolution No. 2017-2.1