



Ventura County Cultural Heritage Board February 13, 2023 Meeting Agenda

County of Ventura • Resource Management Agency

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

Notice is hereby given that on **Monday, February 13, 2023**, at **1:15 p.m.** the Ventura County Cultural Heritage Board (CHB) will convene for an online Public Hearing using video conference and teleconference formats. Members of the public are welcome to attend. Please refer to the access instructions below.

IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, AND CONSISTENT WITH THE RECOMMENDATIONS OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER DATED SEPTEMBER 21, 2021, AND NOVEMBER 15, 2021, AND PURSUANT TO GOVERNMENT CODE SECTION 54953, SUBDIVISION (e), ALL MEETINGS OF THE CULTURAL HERITAGE BOARD ARE BEING CONDUCTED ELECTRONICALLY. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE PUBLIC HEARING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO THE INSTRUCTIONS BELOW.

LISTENING TO THE MEETING ONLY

If you do not have access to a computer or if you would like to listen to the meeting by phone, please follow the steps below:

1. If you are in the United States, dial (669) 900-9128 or (346) 248-7799 or (646) 558-8656 or (253) 215-8782 or (301) 715-8592 or (312) 626-6799. If you dial a number near your current location, you may receive higher audio quality;
2. Enter Webinar ID: 884 1819 8064, when prompted; and
3. Listen to the meeting.

VIEWING THE MEETING ON YOUR COMPUTER OR TABLET

To view the meeting on your computer or tablet using Zoom, follow the steps below:

1. Turn on your computer or tablet and open your internet browser;
2. Navigate to the following weblink:

https://ventura-org-rma.zoom.us/webinar/register/WN_RI3_gSHZTj-OVO1uxfb0ZA;

3. Please complete the registration information;

4. Upon successful registration, you will be provided the information needed to access the meeting.

PROVIDING PUBLIC COMMENT

Written Comment in Advance of the Meeting:

1. While written comments may be submitted by e-mail during the hearing, the public is encouraged to submit comments no later than 10:00 a.m. on the day of the hearing to Dillan Murray via email at Dillan.Murray@Ventura.org. Comments may not exceed 250 words. All comments received prior to the deadline which are 250 words or less will be read into the record by staff. Comments greater than 250 words will be distributed to the Cultural Heritage Board at the hearing and included in the public record;
2. Please indicate in the Subject Line the Agenda item number (e.g., Item No. 9) on which you are commenting.

Call-in and Video Public Comment using Zoom:

1. If you are accessing the hearing via phone and would like to speak on an item, dial *9 to raise your hand. If you are accessing the hearing online, select the “raise hand” function;
2. Interested speakers will be called upon in the order received. Dial *6 to be unmuted to provide comment or use the “unmute” function;
3. Requests to make live public comment on an agenda item will be accepted until the public comment period for each agenda item is complete. If you wish to make comments, you must be called into the meeting prior to the close of the public comment period.

AGENDA

1. **1:15 P.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD USING VIDEO CONFERENCE AND TELECONFERENCE FORMATS**

2. **INTRODUCTION OF MR. MIKE WINTERS TO THE CHB**

3. **ROLL CALL AND DETERMINATION OF A QUORUM**

4. **APPROVAL OF AGENDA AND PREVIOUS MEETING MINUTES**

4a. Vote to approve the February 13, 2023 Agenda

4b. Vote to approve the January 23, 2023 Meeting Minutes

5. **PUBLIC COMMENTS**

This time is set aside for public comment on items not otherwise on this agenda which are within the purview of the Cultural Heritage Board (CHB). Speakers wishing to address the CHB shall be allowed a maximum of three minutes for their comments. The CHB is prohibited from taking action on any item that is not part of the printed and published agenda.

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

7a. **Location:** N/A.

Action: Review, provide comments, and direct staff to forward the County of Ventura Cultural Heritage Board Certified Local Government Annual Report for 2021–2022 to the California State Office of Historic Preservation.

7b. **Location:** N/A.

Action: View and discuss a video presentation from Elena Brokaw, Executive Director of the Museum of Ventura County, acknowledging the 150th anniversary of the County of Ventura.

8. **REPORTS**

8a. Board Member Reports

8b. CHB Program Updates from Staff

9. NEXT MEETING

The next regularly scheduled meeting is February 27, 2023.

10. ADJOURNMENT

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Dillan Murray, Assistant Planner, at 805-654-5042 or Dillan.Murray@ventura.org or the California Relay Service at (866) 735-2929. Reasonable advance notification of the need for accommodation prior to the meeting (72 hours advance notice is preferable) will enable us to make reasonable arrangements to ensure accessibility to this meeting.



Ventura County Cultural Heritage Board

January 23, 2023 **Draft** Meeting Minutes

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Note: The following is a summary of actions taken by the Cultural Heritage Board (CHB) at their public hearing and not a verbatim transcription.

1. **1:18 P.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD USING VIDEO CONFERENCE AND TELECONFERENCE FORMATS**

2. **ROLL CALL AND DETERMINATION OF A QUORUM**

CHB Members Present:

Miguel Fernandez (Chair), Lawrence Yee, John Kulwicz, Gary Blum, and Stephen Schafer

CHB Members Absent:

Tyson Cline and Linda Plaks

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division

Charles Anthony, Senior Planner, Planning Division

Tricia Maier, Planning Programs Manager, Planning Division

3. **APPROVAL OF AGENDA**

Board Member Yee left the virtual meeting at this time.

3a. Vote to approve the January 23, 2023 Agenda

Board Member Kulwicz made a motion to approve the January 23, 2023 Agenda. Board Member Schafer seconded the motion. Motion passed 4-0.

Board Member Yee returned to the virtual meeting at this time.

3b. Vote to approve the November 14, 2022 Meeting Minutes

Chair Fernandez identified the following revision to Page 6, Item 8a of the November 14, 2022 Meeting Minutes: "In addition, Board Member Blum spoke with architect Allen Hess, who was involved in the design of regarding the Oxnard Performing Arts Center, a likely eligible historic resource." Board Member Schafer made a motion to approve the November 14, 2022 Meeting Minutes as revised. Board Member Blum seconded the motion. Motion passed 4-0 (Board Member Yee abstained).

4. **CONSENT ITEM**

Board Member Kulwiec made a motion to adopt the resolution authorizing continued remote teleconference meetings of the CHB. Board Member Schafer seconded the motion. Motion passed 5-0.

Dillan Murray, Staff, noted that this is anticipated to be the last time this item is brought to the CHB as in-person meetings are anticipated to resume in March.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

7a. **Location:** 2838 Friedrich Road, Oxnard, CA 93036 (Supervisorial District 3 – Long).

Action: A request for environmental review related to a minor modification application to Conditional Use Permit 4741 (Case No. LU06-0019) for the continued use of an existing water supply, storage, and distribution system (pursuant to the Ventura County Non-Coastal Zoning Ordinance §8105-4 “water, production, storage, transmission, & distribution facility”); and (2) the installation of water transmission and storage facilities on Assessor’s Parcel Number 149-0-043-135. (Case No. PL22-0180).

Disclosures: Board Member Blum noted that he had spoken with a representative of Garden Acres Mutual Water Company at a recent public event, but did not discuss the agenda item.

Presentation by Staff: Dillan Murray, Staff, presented a PowerPoint presentation outlining the property location, background, project scope, California Environmental Quality Act (CEQA) analysis, and Staff recommendations. Dillan Murray, Staff, noted revisions to the applicant address (3701 Orange Drive, Oxnard, CA 93036) and subject property situs address (3802 Almond Drive, Oxnard, CA 93036). Staff recommended the CHB take the following actions on this item:

1. **CONDUCT** public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division staff report and all exhibits and attachments hereto; and
2. **REVIEW** and **COMMENT** on the proposed project in accordance with the County of Ventura Initial Study Assessment Guidelines (ISAGs) Section 8b, Item E. Methodology Step 1, based on the preceding evidence and analysis.

Public Comments: None.

Discussion and Deliberation:

Mike Barber and Mary Anne Rooney with Garden Acres Mutual Water Company were in attendance.

Mary Anne Rooney provided background on the purpose and intent of the proposed project.

Board Member Schafer noted his appreciation for the applicant's preservation of the Santa Claus statue, located elsewhere in the Nyeland Acres community.

Board Member Blum made a motion finding that the subject property did not constitute a historical resource for purposes of CEQA, as recommended by Staff. Board Member Schafer seconded the motion. Motion passed 5-0.

- 7b. Location:** Agnes Graham Ranch, 15321 Todd Lane, Santa Paula, CA 93060 (Supervisory District 3 – Long).

Action: A request for a Certificate of Review (COR) (Cultural Heritage Ordinance (CHO) §1372) for a proposed 476 square foot addition, new 94 square foot breezeway, and associated improvements at the Agnes Graham Ranch residence located at 15321 Todd Lane near the City of Santa Paula. (Case No. CH22-0033).

Disclosures: Chair Fernandez noted his professional familiarity with the applicant's draftsman.

Presentation by Staff: Dillan Murray, Staff, presented a PowerPoint presentation outlining the property location, background, project scope, Cultural Heritage Ordinance (CHO) analysis, and Staff recommendations.

Staff recommendations. Dillan Murray, Staff, noted revisions to the scope of the CHB's review on this item. The residence has several alterations that were not previously reviewed. Namely, the previous medium, horizontal shiplap siding has been replaced with stucco, and 6 vinyl windows, along with one vinyl door, have replaced the previous wood clad windows at the existing residence. These alterations were included in the scope of the CHB's review and comment on an after-the-fact basis. Staff recommended the CHB take the following actions regarding the request:

1. **CONDUCT** public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division staff report and all exhibits and attachments hereto; and
2. **REVIEW** and **COMMENT** on the proposed project in accordance with CHO §1372 based on the preceding evidence and analysis.

Public Comments: None.

Discussion and Deliberation:

Art Hernandez and Saul Vigil of the applicant team were in attendance.

Mr. Vigil noted that the applicant team were receptive to Staff's recommendations.

Chair Fernandez noted his preference that a roof plan be included. Chair Fernandez suggested that a stucco screed could help differentiate the new addition from the existing residence, and noted that windows will need to be sized for egress requirements.

Board Member Schafer noted his view that the proposed project would allow for the continued use of the property in its present form, but took issue with the previous replacement of shiplap siding with stucco and wood-clad windows with vinyl. Board Member Schafer recommended that if the windows on the front elevation needed to be replaced in the future, that the replacements be like-for-like with the originals and of wood cladding.

Board Member Yee made a motion to adopt the following recommendations regarding the proposed project:

- **Recommendation #1: Rear Addition.** The proposed design should separate the addition from the historic building by offsetting the

addition or stepping it back from the mass of the historic building, or minimizing visual impacts through other similar means. With implementation of this recommendation, the addition should be clearly differentiated and distinguishable as a new addition so that the identity of the historic structure is not lost altogether in a new and larger composition.

- **Recommendation #2: Windows.** The applicant should match the proposed new windows to the historic windows to the extent feasible in terms of configuration, materials, details and finish in order to be more compatible with the overall historic character of the building.
- **Recommendation #3: A/C Unit.** The applicant should screen any exterior ground-mounted air conditioning (A/C) unit with landscaping or hardscaping to reduce visual impacts.
- **Recommendation #4: Front Windows.** If the front windows are required to be replaced, the replacement windows should consist of like-for-like and wood cladding.

Board Member Schafer seconded the motion. Motion passed 5-0.

7c. Location: N/A.

Action: View a California Preservation Foundation training webinar on the Brown Act and receive a refresher on parliamentary procedure from Staff.

Presentation by Staff: Dillan Murray, Staff, played the California Preservation Foundation training webinar on the Brown Act and presented information on general principles of Robert's Rules of Order.

Discussion and Deliberation:

Board Members discussed the applicability of Robert's Rules of Order to CHB matters. All questions of the CHB were addressed.

8. REPORTS

8a. Board Member Reports

Board Member Schafer reported that he met with the property owner of the Scarlett/McGrath Ranch to provide recommendations regarding nominating the property to be listed in the National Register of Historic Places. Next, Board Member Schafer reported that the Daily House in Camarillo is in

escrow. In addition, Board Member Schafer reported that the California Preservation Foundation (CPF) will be held in April, and he will be presenting a Historical American Building Survey (HABS) workshop on March 25th at the Neutra Reunion House. Finally, Board Member Schafer reported that he is involved in a project to document a Fotomat booth, possibly the most common building in the United States at one time.

Board Member Blum reported that the City of Oxnard may potentially be purchasing the CalFed Bank Building. Next, Board Member Blum that the owner of the Japanese Methodist Church is looking to replace a leaking roof, although the same type of tile is not available.

Chair Fernandez reported on Google architecture books and local examples of this style.

Other Board Members did not have anything to report.

8b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that Linda Plaks will be departing the CHB upon the appointment of her successor, Mike Winters, and thanked Ms. Plaks for her 3+ years of volunteer service. Mr. Winters is a historian and author on Moorpark.

Next, Dillan Murray, Staff, reported that the two recent Mills Act contract applications reviewed by the CHB and approved by the Board of Supervisors have been recorded and are now in effect. Consistent with State law, the County is shifting to a 5-year physical inspection schedule for Mills Act properties and an annual self-certification to be completed annually by property owners in the unincorporated Ventura County. Staff is still coordinating with the City of Oxnard for direction on the inspection schedules for Mills Act properties in the City of Oxnard.

Next, Mr. Murray reported that the previous CHB liaison with the City of Oxnard is no longer with the City Planning Department, so Staff is awaiting word as to whether a member of staff will be specifically assigned to cultural heritage program matters.

In addition, Mr. Murray reported that the draft annual Certified Local Government report for 2021-2022 will be brought to the CHB in the near future prior to submittal to the State Office of Historic Preservation. At that

time, Staff will also bring the draft Cultural Heritage Program goals and priorities forward.

Finally, Mr. Murray reported that 2023 is the 150th anniversary of the County of Ventura. At the Board of Supervisors' January 10th hearing, Elena Brokaw, executive director of the Museum of Ventura County, played a video presentation on this milestone and spoke to the initiatives the museum would like to undertake throughout the year in commemoration. Staff would appreciate any thoughts or recommendations on how the CHB and cultural heritage program can be involved, such as the VC Fair exhibit.

9. NEXT MEETING

The next regularly scheduled meeting was reported to be February 13, 2023.

10. ADJOURNMENT

At 3:51 p.m., the Cultural Heritage Board was adjourned.

Chair
Cultural Heritage Board

ATTEST:

Dillan Murray
Cultural Heritage Program Planner

Date