



# Ventura County Cultural Heritage Board April 25, 2022 Meeting Agenda

## County of Ventura • Resource Management Agency

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

Notice is hereby given that on **Monday, April 25, 2022**, 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 RECOMMENDATION OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER DATED SEPTEMBER 21, 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: 816 7480 2153, 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\\_1c9lj2UBR0eDaGSMD8\\_hGg](https://ventura-org-rma.zoom.us/webinar/register/WN_1c9lj2UBR0eDaGSMD8_hGg);

3. Please complete the registration information;

4. Upon successful registration, you will be provided the information needed to access the meeting;
5. Listen to 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](mailto: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. **ROLL CALL AND DETERMINATION OF A QUORUM**

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

3a. Vote to approve the April 25, 2022 Agenda

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

3c. Vote to approve the March 28, 2022 Meeting Minutes

3d. Vote to approve the April 11, 2022 Meeting Minutes

4. **CONSENT ITEM**

A resolution authorizing continued remote teleconference meetings of the Cultural Heritage Board.

5. **ELECTION OF OFFICERS**

Nomination and election of Chair and Vice-Chair of the Ventura County Cultural Heritage Board

6. **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 Board shall be allowed a maximum of three minutes for their comments. The Board is prohibited from taking action on any item that is not part of the printed and published agenda.

7. **CONTINUED ITEMS**

None

8. **NEW BUSINESS**

8a. **Location:** Unincorporated Ventura County.

**Action:** Review, provide comments, and direct staff to forward the County of Ventura Cultural Heritage Board Certified Local Government Annual Report for 2020–2021 to the California State Office of Historic Preservation.

**9. REPORTS**

**9a.** Board Member Reports

**9b.** CHB Program Updates from Staff

**10. NEXT MEETING**

The next regularly scheduled meeting is May 9, 2022

**11. ADJOURNMENT**

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Dillan Murray, Cultural Heritage Program Planner, at 805-654-5042 or [Dillan.Murray@ventura.org](mailto:Dillan.Murray@ventura.org). Reasonable advance notification of the need for accommodation prior to the meeting (48 hours advance notice is preferable) will enable us to make reasonable arrangements to ensure accessibility to this meeting.



# Ventura County Cultural Heritage Board (CHB) March 14, 2022 **Draft** Meeting Minutes – Item 3b

County of Ventura • Resource Management Agency

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

**Note: The following is a summary of actions taken by the CHB at their public hearing and not a verbatim transcription.**

1. **1:17 P.M. CALL TO ORDER THE MEETING OF THE CULTURAL HERITAGE BOARD USING VIDEO/TELECONFERENCE FORMATS**

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

**CHB Members Present:**

Miguel Fernandez (Acting Chair), Tyson Cline, Gary Blum, Linda Plaks, Stephen Schafer, and John Kulwiec (arrived late)

**CHB Members Absent:**

Ricki Mikkelsen

**Staff Present:**

Dave Ward, AICP, Planning Director  
Tricia Maier, Planning Programs Manager, Planning Division  
Dillan Murray, Cultural Heritage Program Planner, Planning Division  
Doug Leeper, Code Compliance Director  
Dave Edsall, Assistant County Counsel

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

3a. Vote to approve the March 14, 2022 Agenda

Board Member Cline made a motion to approve the March 14, 2022 Agenda. Board Member Plaks seconded the motion. Motion passed 5-0.

3b. Vote to approve the January 24, 2022 Meeting Minutes

Board Member Schafer made a motion to approve the January 24, 2022 Meeting Minutes. Board Member Plaks seconded the motion. Motion passed 5-0.

4. **CONSENT ITEM**

Dillan Murray, CHB Staff, noted that the Board of Supervisors, at their March 8th hearing, opted to continue remote hearings for another 30 days. However, a consensus of the Board Members favored returning to hybrid meetings beginning on April 26.

Even with moving to a hybrid schedule, the Board of Supervisors could continue to adopt the 30-day remote hearing resolution (as long as conditions warrant) to allow Board members to attend remotely if needed. The Planning Division is still evaluating meeting format options for other boards and commissions, including the Cultural Heritage Board, as the transition is set to take place in the near future.

Board Member Schafer made a motion to approve the resolution authorizing continued remote teleconference meetings of the Cultural Heritage Board. Board Member Plaks seconded the motion. Motion passed 5-0.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

7a. **Location:** County-wide.

**Action:** Planning Division staff request that the Cultural Heritage Board review the CHB Staff Report and its attachments and take the following actions: a) adopt a resolution (See Exhibit 4 to the CHB Staff Report for a draft resolution) recommending that the Board of Supervisors adopt the staff recommended actions stated in Section VII of the CHB Staff Report, which include approval of the proposed text amendments repealing and re-enacting Article 5 of Chapter 3 of Division 1 of the Ventura County Ordinance Code, beginning at Section 1360, addressing cultural heritage (“Ordinance”). The draft text amendments are intended to provide needed clarity and promote effective implementation of the Ordinance; and b) provide comments to the Board of Supervisors for other potential changes to the Ordinance. (Case No. PL21-0102).

**Disclosures:** Board Member Schafer disclosed that he communicated with Jay Correia at the State Office of Historic Preservation regarding the definition of the term “historic fabric”. Acting Chair Fernandez disclosed that there was communication between himself, Board Member Schafer, and Staff regarding how the At-Large Members of the CHB would be appointed according to the proposed text amendments.

**Presentation by Staff:** Dillan Murray, CHB Staff, presented a PowerPoint presentation outlining the project location, background, history, context, proposed text amendments, ordinance issue areas to explore, and Staff conclusions and recommendations. Staff recommended the CHB take the below actions. In addition, Mr. Murray noted that any CHB comments on the ordinance issue areas or other potential changes to the Ordinance would be forwarded to the Board of Supervisors for their review and consideration.

1. **CONDUCT** public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division staff report and all exhibits and attachments hereto;
2. **CERTIFY** that the Cultural Heritage Board has reviewed and considered this staff report **and** all exhibits hereto, and has considered all comments received during the public comment process;
3. **ADOPT** a Resolution (Exhibit 4) recommending that the Board of Supervisors take the following actions regarding the proposed amendments to the Ventura County Cultural Heritage Ordinance:
  - a. **CERTIFY** that the Board of Supervisors has reviewed and considered the Board letter, the Cultural Heritage Board staff report and all exhibits thereto and has considered all comments received during the public comment process;
  - b. **FIND** on the basis of the entire record and as set forth in Section VI of this Cultural Heritage Board staff report that the adoption of the proposed Ordinance (Exhibit 3) repealing and reenacting Article 5 of Chapter 3 of Division 1 of the Ventura County Ordinance Code, beginning at Section 1360, addressing cultural heritage, is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility the project may cause a significant effect on the environment, and CEQA Guidelines section 15308 because the Ordinance amendment consists of regulations intended to benefit the environment, and find that no substantial evidence exists precluding the use of the categorical exemption based on the presence of unusual circumstances or any other exception set forth in CEQA Guidelines section 15300.2;
  - c. **ADOPT** the proposed Ordinance repealing and reenacting Article 5 of Chapter 3 of Division 1 of the Ventura County Ordinance Code,

beginning at Section 1360, addressing cultural heritage (Exhibit 3);  
and

- d. **SPECIFY** the Clerk of the Board of Supervisors at 800 S. Victoria Avenue, Ventura, CA 93009 as the custodian and location of the documents and materials that constitute the record of proceedings upon which these decisions are based.

**Discussion and Deliberation:**

Acting Chair Fernandez thanked staff for their efforts on this item.

Board Member Plaks noted the Staff Report provided a thorough explanation of the background and history regarding this item.

Board Member Schafer noted that he sent Staff an email with comments on the proposed text amendments. Board Member Schafer noted his understanding from the 2016 study effort that the Ordinance would be updated to emphasize enforcement as opposed to education and delay, but based on his conversation with the Planning Director, understands why that did not occur. Board Member Schafer noted his desire for the Ordinance amendment to be inclusive of CHB comments and feedback. Board Member Schafer stated that his proposed revisions are not expected to change the policy direction of the Ordinance, but instead are heritage- and preservation-specific. Board Member Schafer noted his desire to see the CHB make comments on the proposed text amendments and have the item return at a future hearing.

Dave Ward, Planning Director, noted that the Board of Supervisors sets the Planning Division work plan and determines which policies and programs are to be revised and updated. Mr. Ward stated that current CHB Staff were not part of the CHB's previous study effort and the CHB previous direction did not go forward directly to the Board of Supervisors. However, Mr. Ward noted that, following adoption of the General Plan in 2020, he brought the Planning Division Two-Year Work Plan to the Board of Supervisors. As part of this, an item was included involving study and review of the CHB's previously identified four Ordinance issue areas. Following Planning Division research and review, the proposed text amendments consist of revisions identified by CHB Staff that remain consistent with the existing Ordinance approach. Structural changes to the Ordinance would require



more thought and feedback from the Board of Supervisors if that were the direction the CHB members would like to take.

Board Member Schafer thanked Staff for the context on this item. Board Member Schafer noted the proposed text amendments would result in a very good education and delay ordinance and would be an improvement over the current Ordinance. Board Member Schafer inquired as to whether the CHB could have a workshop today and provide comments such that this item could return at a future date.

Dave Ward, Planning Director, stated that CHB Staff can return with additional proposed revisions after receiving input today. In addition, the summary matrix of Ordinance issue areas to explore was created as a tool to receive input and feedback from the CHB to be provided on to the Board of Supervisors.

Board Member Schafer noted his preference to improve the proposed text amendments and address the issue area matrix at a later date if the Board of Supervisors endorses additional structural policy changes.

Tricia Maier, Staff, stated that Staff anticipated the CHB would need more than one hearing on this item and Staff welcomes comments from the CHB members, who have more expertise in certain areas.

*Board Member Kulwiec arrived to the hearing at this time.*

Board Member Schafer identified the following proposed revisions:

1. Section 1361. Purpose and Findings. Remove the text “or relocating, or recreating”. This proposed revision did not receive concurrence from other CHB Members.
2. Section 1363. Definitions. Make the following text revisions to the definition of “Certificate of Appropriateness”: “the eligibility of a potential Cultural Heritage Site site to become a designated ~~one~~ Cultural Heritage Site.” A consensus of the CHB were supportive of this proposed revision.
3. Section 1363. Definitions. Make the following addition to the definition of “Cultural Heritage Site”: “or is listed in the California Register of Historic Resources or the National Register of Historic Places.” Board Member Schafer noted the intent of this revision would be to scope properties listed

at the State or Federal levels, but not locally, into the cultural heritage review process.

Dillan Murray, CHB Staff, noted that projects at those properties would still be routed for cultural heritage review, depending on the scope of work.

Dave Ward, Planning Director, stated this definition describes those sites designated following the County's Cultural Heritage Ordinance and Staff may have to research this proposed revision to understand potential implications.

Board Member Plaks inquired about the legally required procedures to be designated a Cultural Heritage Site. Dillan Murray, CHB Staff, noted that those requirements are contained in Section 1366 of the Ordinance and primarily consist of noticing requirements to the property owner.

Dave Edsall, Assistant County Counsel, noted that this is an opportunity to solicit input from CHB and, at a future hearing, flag additional revisions that came out of the CHB's comments. At that time, CHB members could provide additional input or feedback.

Acting Chair Fernandez inquired as to the goal of this proposed revision.

Board Member Schafer stated that this change may be better suited for the Ordinance section outlining the Certificate of Appropriateness process.

4. Section 1363. Definitions. Make the following addition to the definition of "District": "A district may also be composed of individual elements separated geographically but linked by association or history." A Consensus of the CHB Members agreed with this revision.

5. Section 1363. Definitions. Make the following addition to the definition of "District Non-Contributor": "Or has been altered to an extent that it no longer has historic integrity."

6. Section 1363. Definitions. Make the following addition to the definition of "Historic Context": "represented by historic or prehistoric resources."

7. Section 1363. Definitions. Delete the definition for "historic fabric" as it is an outdated term in the field of historic preservation.

8. Section 1363. Definitions. Make the following addition to the definition of “Landmark”: “historical, pre-historical, architectural, archeological, community, or aesthetic merit.”

9. Section 1363. Definitions. Add a definition for “period of significance” consistent with the National Park Service glossary of terms.

10. Section 1363. Definitions. Modify or delete the definition of “site” as it conflicts in context with the definition of “Cultural Heritage Site.”

11. Section 1365-6. Recommend Zoning. Add mention of overlay zones, scenic zones, community business district overlay zones, etc. that are contained in the Non-Coastal Zoning Ordinance.

Staff will review this proposed revision and consider how it can be addressed.

12. Section 1366-1. Designation of Cultural Heritage Sites. Revise this provision to specify that nominations for designation may be initiated by a member of the Cultural Heritage Board, consistent with the process for removal or downgrade of designation.

Dave Ward, Planning Director, noted his understanding that the full CHB would need to initiate designation proceedings for a property. Staff will review this proposed revision and consider how it can be addressed.

13. Section 1367. Criteria for Designation of Cultural Heritage Sites. Revise the criteria for “Districts” to be consistent with the definition section and National Park Service glossary with the following: “Has boundaries based upon a shared relationship among the properties constituting the district.”

14. Section 1369-3. Local Register of Historic Places. Make reference to the National and State registers.

15. Section 1370-1. Historical Property Contracts (Mills Act Contracts); and Section 1370-2. California Historical Building Code. Revise both sections to clarify what is considered a “qualified property” for eligibility of these incentives.

Acting Chair Fernandez inquired as to how specific a definition needs to be and whether its advantageous to keep it flexible.

Board Member Schafer noted his view that these provisions are not incentives if they are given to everybody and noted his preference for Mills Act contracts to be limited to landmarks and district contributors.

Staff will review this proposed revision and consider how it can be addressed.

*Board Member Blum left the meeting at this time.*

16. Section 1370. Add the California Historic Preservation Tax Credit as an available incentive.

17. Section 1371. Process for Certificate of Appropriateness. Add a requirement for a Certificate of Appropriateness at sites listed on the California Register of Historical Resources or National Register of Historic Places.

Staff will review this proposed revision and consider how it can be addressed.

18. Section 1371-4. Revise this section to place the existing part c standard within the hardship standards contained in part e.

Staff will review this proposed revision and consider how it can be addressed.

19. Section 1372. Process for Certificate of Review. Revise to replace the term "historic fabric" with "character-defining features and integrity."

**Public Comments:**

Eric Andrist introduced himself to the CHB and discussed issues with his landmark property in the Henry T. Oxnard Historic District and disagreements with the required cultural heritage review process. Mr. Andrist requested removal of the landmark designation for his property.

Board Member Schafer inquired as to whether there is a process for removing a Mills Act contract.

Dillan Murray, CHB Staff, noted that the property is not subject to a Mills Act contract and, if that were the case, the contract would contain provisions for ending the contract.

**Discussion and Deliberation (continued):**

Acting Chair Fernandez inquired as to whether this item should be tabled.

Dave Ward, Planning Director stated that Staff would need to research some potential revisions prior to returning at a future date.

Dillan Murray, CHB Staff, noted that Staff could return with this item at the March 28th CHB hearing. Tricia Maier, Staff, agreed with this timeline and noted that the CHB may still provide input on the Ordinance issue areas at this hearing as well.

Board Member Schafer stated his view that the matrix of Ordinance issue areas can be addressed by the CHB if the Board of Supervisors is interested in pursuing structural policy direction changes. If they are not, Board Member Schafer noted his desire to pursue the proposed text amendments and not structural policy direction changes.

Tricia Maier, Staff, stated that there would be a first and second hearing on this item at the Board of Supervisors.

Dave Ward, Planning Director, noted that the CHB can provide additional feedback on the matrix of Ordinance issue areas at the March 28th CHB hearing, if desired. However, if the CHB does not recommend any structural policy direction changes, this information would ultimately be reported back to the Board of Supervisors when the Planning Division Work Plan is reviewed.

Board Member Cline stated his view that this deliberative back and forth is the correct approach on this item.

Board Member Plaks noted her view that this item was moving in the right direction and thanked Board Member Schafer for his comments.

Board Member Schafer made a motion to continue this item until the March 28<sup>th</sup> CHB hearing to allow Staff to address the proposed revisions. Board Member Cline seconded the motion. Motion passed 5-0.

**8. REPORTS**

**8a. Board Member Reports**

Board Members did not have anything to report.

**8b. CHB Program Updates from Staff**

Dillan Murray, CHB Staff, reported that an upcoming item would be discussion of the goals and objectives of the Cultural Heritage Program for inclusion in the Certified Local Government (CLG) Annual Report. Mr. Murray report that future CHB items include a proposed residential addition in the Wilson neighborhood in Oxnard, two Mills Act contract applications in the Ojai Valley, and a project at the Saint Joseph Retirement Center in the Ojai Valley.

**9. NEXT MEETING**

The next regularly scheduled meeting was reported to be March 28, 2022.

**10. ADJOURNMENT**

At 3:44 p.m., the Cultural Heritage Board was adjourned.

\_\_\_\_\_  
Chair  
Cultural Heritage Board

ATTEST:

\_\_\_\_\_  
Dillan Murray  
Cultural Heritage Program Planner

\_\_\_\_\_  
Date



**Ventura County Cultural Heritage Board (CHB)**  
**March 28, 2022 Draft Meeting Minutes – Item 3c**

**County of Ventura • Resource Management Agency**

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

**Note: The following is a summary of actions taken by the CHB at their public hearing and not a verbatim transcription.**

1. **10:00 A.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD AT 5011 W GONZALES ROAD, OXNARD, CA 93036 FOR A PUBLIC TOUR**

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

**CHB Members Present:**

Miguel Fernandez (Acting Chair) and Stephen Schafer

**CHB Members Absent:**

Ricki Mikkelsen, Tyson Cline, John Kulwicz, Linda Plaks, and Gary Blum

**Staff Present:**

Dillan Murray, Cultural Heritage Program Planner, Planning Division

Tricia Maier, Planning Programs Manager, Planning Division

A public tour was held at the property with the property owners in attendance.

3. **10:37 A.M. ADJOURN UNTIL 1:15 P.M.**

4. **1:17 P.M. RECONVENE THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD USING VIDEO CONFERENCE AND TELECONFERENCE FORMATS**

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

**CHB Members Present:**

Miguel Fernandez (Acting Chair), Tyson Cline, Gary Blum, Stephen Schafer, Linda Plaks (arrived late), and John Kulwicz (arrived late)

**CHB Members Absent:**

Ricki Mikkelsen

**Staff Present:**

Tricia Maier, Planning Programs Manager, Planning Division

Dillan Murray, Cultural Heritage Program Planner, Planning Division

Dave Edsall, Assistant County Counsel

6. **APPROVAL OF AGENDA**

6a. Vote to approve the March 28, 2022 Agenda

Acting Chair Fernandez noted the CHB would hear the new item before the continued item. Board Member Schafer made a motion to approve the March 28, 2022 Agenda. Board Member Cline seconded the motion. Motion passed 5-0.

**7. CONSENT ITEM**

Board Member Cline made a motion to approve the resolution authorizing continued remote teleconference meetings of the Cultural Heritage Board. Board Member Schafer seconded the motion. Motion passed 5-0.

**8. PUBLIC COMMENTS**

None

*Items were heard out of order.*

**10. NEW ITEMS**

**10a. Location:** Scarlett/McGrath Ranch House (Ventura County Landmark #144), 5011 W Gonzales Road, Oxnard, CA 93036 (unincorporated Ventura County; Supervisorial District 1 – LaVere).

**Action:** Planning Division staff request that the Cultural Heritage Board provide direction to staff regarding a request to demolish an approximately 1,825-square-foot accessory agricultural structure (barn) located at 5011 W Gonzales Road, Oxnard, CA 93036 (Case No. CH22-0001).

**Disclosures:** Dillan Murray, CHB Staff, disclosed that a public tour was held at the property this morning, with himself, Tricia Maier, and Board Members Schafer and Fernandez in attendance, along with the property owners. Attendees held a walk-around of the exterior of the subject structure and Board members discussed the viability of maintaining the structure as opposed to demolition. During the tour, a discussion point was raised that upgrading to current code would not necessarily be required unless a change of use was occurring. Instead, repair and stabilization could occur to maintain the structure. During the tour, the property owners discussed past uses of the structure as a storage facility and pointed out its deterioration, including to its roof, foundation, and siding.

**Presentation by Staff:** Dillan Murray, CHB Staff, presented a PowerPoint presentation outlining the project location, background, history, context,



project description, and Staff recommendations. 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. **PROVIDE** direction to CHB Staff as to whether the requested Certificate of Appropriateness could be approved administratively.

*Board Member Plaks arrived to the meeting (virtually) at this time.*

#### **Discussion and Deliberation:**

Board Member Schafer noted his view as a historic preservationist that he doesn't like to see anything with historic value go away. Instead, education and alternative solutions are ideal. Board Member Schafer acknowledged the structure's advanced stage of disrepair and noted that heroic measures to rehabilitate the building might only be warranted if there were very specific uses or something valuable that could be done with the building. Board Member Schafer noted his desire to see some level of archival photographic documentation be prepared for the building prior to demolition.

Board Member Cline supported Board Member Schafer's comments regarding documentation and noted his hope to see the building materials be repurposed in some other way if this isn't precluded due to being hazardous.

Board Member Blum did not have any concerns with the request.

Acting Chair Fernandez noted that if materials and equipment surrounding the structure are removed prior to demolition, it would be great if the applicant provided access to a photographer to take photos and could offer up the vintage barn building materials to those who may be interested in using them elsewhere.

Dan McGrath, applicant, noted that the subject building is a secondary barn. The other red barn on the property was rehabilitated for continued agricultural uses. The subject building has far exceeded its usefulness and viability.

Beverlee McGrath thanked CHB members for considering the request. The owners have no immediate plans to rebuild due to possible soil contamination underneath the structure.

Board Member Schafer made a motion to authorize staff to administratively approve the Certificate of Appropriateness. Board Member Cline seconded the motion.

Dillan Murray, CHB Staff, requested clarification as to whether the archival photographic documentation was included in the motion.

Board Member Schafer clarified that it was not part of his motion as a requirement, but he recommended that the applicant pursue it.

Dan McGrath, applicant, noted that all surrounding equipment could be moved so that photos could be taken. In addition, the applicant would be willing to donate the materials.

Motion passed 5-0.

Dillan Murray, CHB Staff, stated that he would follow up with the applicant regarding next steps on their permit application.

## 9. **CONTINUED BUSINESS**

### 9a. **Location:** County-wide.

**Action:** Planning Division staff request that the Cultural Heritage Board review the CHB Staff Report and its attachments and take the following actions: a) adopt a resolution (See Exhibit 4 to the CHB Staff Report for a draft resolution) recommending that the Board of Supervisors adopt the staff recommended actions stated in Section VII of the CHB Staff Report, which include approval of the proposed text amendments repealing and re-enacting Article 5 of Chapter 3 of Division 1 of the Ventura County Ordinance Code, beginning at Section 1360, addressing cultural heritage (“Ordinance”). The draft text amendments are intended to provide needed clarity and promote effective implementation of the Ordinance; and b) provide comments to the Board of Supervisors for other potential changes to the Ordinance. (Case No. PL21-0102).

**Disclosures:** Dillan Murray, CHB Staff, disclosed that following the morning’s site tour, CHB Staff discussed with Board Members Schafer and

Fernandez and clarified the intent of Board Member Schafer's proposed revision to add a requirement for a Certificate of Appropriateness for sites listed on the National and State Registers.

**Presentation by Staff:** Dillan Murray, CHB Staff, presented a PowerPoint presentation outlining the relevant background, history, context, proposed text amendments, ordinance issue areas to explore, and Staff conclusions and recommendations. Staff recommended the CHB take the below actions. In addition, Mr. Murray noted that any CHB comments on the ordinance issue areas or other potential changes to the Ordinance would be forwarded to the Board of Supervisors for their review and consideration.

1. **CONDUCT** public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division staff report and all exhibits and attachments hereto;
2. **CERTIFY** that the Cultural Heritage Board has reviewed and considered this staff report **and** all exhibits hereto, and has considered all comments received during the public comment process;
3. **ADOPT** a Resolution (Exhibit 4) recommending that the Board of Supervisors take the following actions regarding the proposed amendments to the Ventura County Cultural Heritage Ordinance:
  - a. **CERTIFY** that the Board of Supervisors has reviewed and considered the Board letter, the Cultural Heritage Board staff report and all exhibits thereto and has considered all comments received during the public comment process;
  - b. **FIND** on the basis of the entire record and as set forth in Section VI of this Cultural Heritage Board staff report that the adoption of the proposed Ordinance (Exhibit 3) repealing and reenacting Article 5 of Chapter 3 of Division 1 of the Ventura County Ordinance Code, beginning at Section 1360, addressing cultural heritage, is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility the project may cause a significant effect on the environment, and CEQA Guidelines section 15308 because the Ordinance amendment consists of regulations intended to benefit the environment, and find that no substantial evidence exists precluding the use of the categorical exemption based on the presence of unusual circumstances or any other exception set forth in CEQA Guidelines section 15300.2;

- c. **ADOPT** the proposed Ordinance repealing and reenacting Article 5 of Chapter 3 of Division 1 of the Ventura County Ordinance Code, beginning at Section 1360, addressing cultural heritage (Exhibit 3); and
- d. **SPECIFY** the Clerk of the Board of Supervisors at 800 S. Victoria Avenue, Ventura, CA 93009 as the custodian and location of the documents and materials that constitute the record of proceedings upon which these decisions are based.

### **Discussion and Deliberation:**

Board Member Cline inquired as to whether it was more appropriate to incorporate the National Park Service glossary definitions by reference or include definitions within the Ordinance.

Dave Edsall, Assistant County Counsel, stated that it is generally preferable to keep the Ordinance as self-contained as possible. Staff made efforts to strike a balance between keeping the proposed text amendments as encompassing as possible while citing outside sources where necessary.

Board Member Schafer identified one additional requested revision as follows:

Section 1371. Process for Certificate of Appropriateness. Revise this section to add the following text to the categories of sites where a Certificate of Appropriateness is required: “; and 6. Sites listed on the National Register of Historic Places or California Register of Historical Resources that require a permit from the Resource Management Agency.”

Dave Edsall, Assistant County Counsel, noted that he discussed the potential revision with Planning Staff and, legally, there are no anticipated issues with the revision.

Tricia Maier, Staff, explained the practical implications for the revision and the rationale for the qualifying language, as these properties would only be reviewed if a permit is required from the Resource Management Agency. Some properties, such as those on federally owned or managed lands, are outside the County’s jurisdiction.

Board Member Schafer made a motion to approve the resolution in Exhibit 4 to the Staff Report with his additional identified revision.

Dave Edsall, Assistant County Counsel, noted that, procedurally, a vote is not needed on any individual changes. If CHB Members object to particular draft revisions, CHB Members can provide input in order to establish whether there is concurrence on the proposed text amendments.

Board Member Schafer withdrew his motion in order to allow for continued discussion on this item. Board Member Schafer made a motion to determine if a consensus of the CHB Members supported all the proposed revisions, including his recently proposed revision.

Acting Chair Fernandez inquired as to whether a motion is needed to establish concurrence.

Dave Edsall, Assistant County Counsel, stated that there can still be discussion on a motion.

Acting Chair Fernandez noted his desire to have a discussion to determine if any CHB Members take issue with the most recently proposed revisions.

Board Member Cline indicated his support for the proposed revisions.

Acting Chair Fernandez requested clarification on Board Member Schafer's motion. Board Member Schafer indicated his motion is to establish concurrence among CHB members with the most recent revisions. The motion did not receive a second, although Board Member Cline reiterated his support for the text amendments.

Dave Edsall said the motion will need to approve all the proposed text amendments, including the most recent identified changes, and the motion will need to include adoption of the resolution contained in Exhibit 4.

Board Member Schafer made a motion to adopt the resolution in Exhibit 4 with inclusion of the additional identified revisions. Board Member Cline seconded the motion. Motion passed 5-0 (Board Member Kulwicz abstained).

Dave Edsall, Assistant County Counsel, requested clarification from the CHB as to whether Board Members have any additional input on the matrix

with the four specified Ordinance issue areas. If so, those comments would be forwarded on to the Board of Supervisors for their consideration.

Board Member Schafer stated he was comfortable with the proposed text amendments and wanted to move the Ordinance forward to the Board of Supervisors as cleanly as possible. Board Members Cline and Plaks concurred.

Acting Chair Fernandez noted his view that it would be beneficial to explain to the Board of Supervisors why the CHB thought the issue areas are important.

Tricia Maier, Staff, stated that Staff intends to include the matrix that identifies the challenges and implications of the issue areas as part of the Board of Supervisors hearing packet so the Board of Supervisors is fully apprised of this information.

## **11. REPORTS**

### **11a. Board Member Reports**

Board Member Plaks thanked Staff and Board Members for their efforts on the Ordinance amendment.

Board Member Schafer reported on a City of Camarillo Environmental Impact Report (EIR) for a project at the fire station and library in Old Town Camarillo. Board Member Schafer reported that he provided comment on the EIR to recommend inclusion of an alternative project to preserve the buildings. Next, Board Member Schafer reported that the Scholle house in Springville has been moved and is being made ready to go into its new location in the planned development. In addition, Board Member Schafer reported that the City of Ventura context statement is being finalized and then the city will be surveyed over the next year. Finally, Board Member Schafer thanked Staff for moving the Ordinance amendment forward.

Other Board Members did not have anything to report.

### **11b. CHB Program Updates from Staff**

Dillan Murray, CHB Staff, reported that an upcoming item will be agendaized to specifically discuss the goals and objectives of the Cultural Heritage Program, which will be included in the CLG Annual Report this spring. Mr.

Murray noted he had no other updates from what was reported at the last hearing.

Tricia Maier, Staff, reported that the Board of Supervisors is moving their hearings to a hybrid format in late April. Staff will poll CHB Members and discuss Members' willingness to begin holding in-person meetings in the Hall of Administration perhaps beginning as early as May.

**9. NEXT MEETING**

The next regularly scheduled meeting was reported to be April 11, 2022.

**10. ADJOURNMENT**

At 2:33 p.m., the Cultural Heritage Board was adjourned.

\_\_\_\_\_  
Chair  
Cultural Heritage Board

ATTEST:

\_\_\_\_\_  
Dillan Murray  
Cultural Heritage Program Planner

\_\_\_\_\_  
Date



# Ventura County Cultural Heritage Board (CHB)

April 11, 2022 **Draft** Meeting Minutes – Item 3d

County of Ventura • Resource Management Agency

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

**Note: The following is a summary of actions taken by the CHB at their public hearing and not a verbatim transcription.**

1. **1:16 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 (Acting Chair), Tyson Cline, Gary Blum, Stephen Schafer, and John Kulwiec (arrived late)

**CHB Members Absent:**

Ricki Mikkelsen and Linda Plaks

**Staff Present:**

Dillan Murray, Cultural Heritage Program Planner, Planning Division

3. **APPROVAL OF AGENDA**

3a. Vote to approve the April 11, 2022 Agenda

Board Member Cline made a motion to approve the April 11, 2022 Agenda.  
Board Member Schafer seconded the motion. Motion passed 4-0.

4. **CONSENT ITEM**

Board Member Schafer made a motion to approve the resolution authorizing continued remote teleconference meetings of the Cultural Heritage Board. Board Member Cline seconded the motion. Motion passed 4-0.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW ITEMS**

7a. **Location:** County-wide.



**Action:** Planning Division staff request that the Cultural Heritage Board review and provide comments on the Cultural Heritage Board Priorities for 2021-2022. The Cultural Heritage Board Priorities will be included in the Certified Local Government (CLG) Annual Report for 2020–2021 and submitted to the State Office of Historic Preservation in Spring 2022.

**Disclosures:** None.

**Presentation by Staff:** Dillan Murray, CHB Staff, presented a PowerPoint presentation outlining the request, background, draft priorities, and Staff recommendations. 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 **PROVIDE** comments on the Cultural Heritage Board Priorities for 2021-2022.

*Board Member Kulwiec arrived to the meeting during the Staff report.*

**Discussion and Deliberation:**

Board Member Schafer requested that a priority item be added or revised to include the screening of County of Ventura-owned properties that appear eligible for designation as cultural heritage sites. This item would be low priority and occur on an on-going basis as these sites are identified by Staff.

Acting Chair Fernandez requested that a priority item be added or revised to include the provision of preservation awards to property owners in the County. The awards could be included on the CHB website.

A consensus of the Board members concurred with the requested revisions/additions.

Acting Chair Fernandez inquired about the Ventura County Fair and whether there would be funding for a new CHB display. Dillan Murray, CHB Staff, stated he would follow up and confirm this information.

**8. REPORTS**

**8a. Board Member Reports**

Board Member Blum reported that the City of Oxnard will be spending American Rescue Plan funds on the rehabilitation of some structures within Heritage Square.

Board Member Kulwicz reported that he has been involved with the Santa Paula homeless shelter. In addition, Board Member Kulwicz reported that he has not heard anything new regarding a project at the downtown Santa Paula fire station.

Other Board Members did not have anything to report.

**8b.** CHB Program Updates from Staff

Dillon Murray, CHB Staff, reported the CLG Annual Report will be reviewed by the CHB at the upcoming hearing. Next, CHB elections are also planned to be held at the next hearing. Lastly, Mr. Murray reported that the California Preservation Foundation annual conference will be held in June for those interested in attending.

**9. NEXT MEETING**

The next regularly scheduled meeting was reported to be April 25, 2022.

**10. ADJOURNMENT**

At 1:52 p.m., the Cultural Heritage Board was adjourned.

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Chair  
Cultural Heritage Board

ATTEST:

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Dillon Murray  
Cultural Heritage Program Planner

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Date