



# Ventura County Cultural Heritage Board May 23, 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, May 23, 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 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: 819 0472 8881, 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\\_fwObadiSommNzZjV-fX9w](https://ventura-org-rma.zoom.us/webinar/register/WN_fwObadiSommNzZjV-fX9w);

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 May 23, 2022 Agenda

3b. Vote to approve the May 9, 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 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.

7. **CONTINUED ITEMS**

7a. **Location:** Tenby Facility, 3450 East 5th St., Oxnard, CA 93033 (unincorporated Ventura County; Supervisorial District 3 – Long).

**Action:** Request for a Certificate of Appropriateness (COA) (Cultural Heritage Ordinance (CHO) Section 1366) from the CHB to authorize decommissioning activities at the Tenby Facility located at 3450 East 5th St., Oxnard, CA 93033. The request would enable the removal of any remaining contents from the existing tanks and vessels onsite; demolition and removal of tanks, vessels, mechanical and electrical equipment,

pipng, and utilities; rehabilitation of existing facility structures, and recycling/removal of scrap metals. The request is related to Zoning Clearance Case No. ZC21-0385 in order to partially abate code violations identified in Notice of Violation CV19-0177 (Case No. CH21-0005).

**8. NEW BUSINESS**

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

**Action:** Planning Division staff request that the CHB review and provide direction on the planned CHB exhibit at the Ventura County Fair.

**9. REPORTS**

**9a.** Board Member Reports

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

**10. NEXT MEETING**

The next regularly scheduled meeting is June 13, 2022

**11. ADJOURNMENT**



## Ventura County Cultural Heritage Board (CHB)

### May 9, 2022 **Draft** Meeting Minutes – Item 3b

#### County of Ventura • Resource Management Agency

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

1. **1:20 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 and John Kulwiecek

**CHB Members Absent:**

Ricki Mikkelsen, Linda Plaks, and Stephen Schafer

**Staff Present:**

Dillan Murray, Cultural Heritage Program Planner, Planning Division  
Tricia Maier, Manager, Planning Programs Section, Planning Division  
Juan Martinez, Associate Planner, City of Oxnard

3. **APPROVAL OF AGENDA**

3a. Vote to approve the May 9, 2022 Agenda

Board Member Blum made a motion to approve the May 9, 2022 Agenda.  
Board Member Cline seconded the motion.

*At 1:23 P.M., the CHB took a break to allow Board Member Kulwiecek to resolve audio issues.*

*At 1:43 P.M., the CHB reconvened.*

Motion passed 4-0.

3b. Vote to approve the April 25, 2022 Meeting Minutes

Board Member Blum made a motion to approve the April 25, 2022 Meeting Minutes. Board Member Cline seconded the motion. Motion passed 4-0.

4. **ELECTION OF OFFICERS**

Chair Fernandez continued this item to a future hearing in order to allow additional CHB Members to attend and vote.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW ITEMS**

**ADJOURNED AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD**

**CONVENED AS THE CITY OF OXNARD CULTURAL HERITAGE BOARD**

7a. **Location:** 121 G Street, Oxnard, CA 93030.

**Action:** A request for a Certificate of Appropriateness (COA) from the Cultural Heritage Board (CHB) (Ventura County Cultural Heritage Ordinance [CHO] §1366) for a two-story rear addition of 1,019 square feet to an existing one-story, single-family dwelling located at 121 G Street, Oxnard, CA 93030 (Henry T. Oxnard Historic District and Landmark Area #161) (Case No. CH22-0010).

**Disclosures:** None.

**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;
2. **FIND** that the proposed project, with any project modifications determined necessary, meets the requirements of the *Secretary of the Interior's Standards*;
3. **FIND** that the proposed project will not adversely affect and will be compatible with the use and exterior of the site, in accordance with Ventura County Cultural Heritage Ordinance Section 1366-3(b);
4. Based on the preceding evidence and analysis, **APPROVE** the Certificate of Appropriateness (CHO Section 1366) with any project

modifications determined necessary to conform to the *Secretary of the Interior's Standards* and CHO Section 1366-3(b).

**Public Comments:** None.

**Discussion and Deliberation:**

Mike Sanchez, applicant, was in attendance. Mr. Sanchez stated that the project was designed to minimize visual impacts by locating the addition at the rear of the property and offsetting the addition from the most visible side (southern elevation) of about 3 feet to show where the addition is located. Mr. Sanchez noted the residence to the north is close to the subject building and limits pedestrian views of the north elevation. Also, the adjacent residence to the south contains a two-story addition to keep in context with the neighborhood. Mr. Sanchez requested clarification on the *Secretary of the Interior's Standards* analysis for Standards 3, 5, 9, and 10.

Dillan Murray, CHB Staff, noted that Staff's evaluation for Standards 3 and 5 largely took into account the treatment of the character-defining features of the main residence, for example, while Standards 9 and 10 were primarily focused on the new addition itself. Mr. Murray also noted the two-story addition adjacent to the subject property was constructed prior to the City of Oxnard's adoption of the cultural heritage ordinance.

Chair Fernandez noted that Standards 9 and 10 also consider preservation in evaluating a project. Chair Fernandez stated an important aspect of new construction is that it is compatible yet differentiated from the existing. Chair Fernandez noted his view that the applicant did a good job doing so with the offset on the southern elevation.

Board Member Blum agreed that the offset between the addition and main residence was well done. Board Member Blum noted his concern that the addition's proposed front-facing gable roof is inconsistent with the existing residence. In addition, the original gables are already obscured by the later porch addition. Board Member Blum noted his view that the addition would be more compatible with the existing residence if it had a parapet roof without the architectural cutouts/arches. As is, the proposed recessed arch and window appear too contemporary. Board Member Blum recommended that the front porch be restored architecturally to its original state and the later addition be removed.

Board Member Cline echoed Board Member Blum's comments on the addition. Board Member Cline recommended taking the parapet line and extended it back to the addition and simplifying the addition.

Chair Fernandez agreed that the front bedroom in the proposed addition with a punched-out archway looked too contemporary. Chair Fernandez suggested differentiating the new addition from the main residence on the north side through either lowering or raising the extended portion of the roof parapet, using a different plaster finish, offsetting the wall plane a few inches, or using a real or imagined screed of some sort.

Mike Sanchez stated that the property owner would not be interested in removing the front porch, although all other recommendations appear feasible.

Board Member Blum noted the importance of the original brackets on both sides of the front door as a character-defining feature. Mike Sanchez noted he would discuss the suggestion regarding the porch with the property owner.

Board Member Cline requested clarification on how the CHB should provide a recommendation. Dillan Murray, CHB Staff, stated that the CHB is being asked to approve the requested Certificate of Appropriateness (COA) if the required findings can be made. The CHB may identify applicant agreed-to modifications to the scope of work in order to make the required findings.

Board Member Cline made a motion to approve the requested COA with the following recommendations to the applicant:

- **Recommendation #1:** Redesign the addition's roof profile to incorporate a parapet without a roof gable.
- **Recommendation #2:** Simplify elevations by removing the east facing architectural arches/projections on the proposed second story addition.
- **Recommendation #3:** Differentiate the new addition's north side from the main residence through the construction of a reveal or other feature.

Board Member Blum seconded the motion. Motion passed 4-0.

**ADJOURNED AS THE CITY OF OXNARD CULTURAL HERITAGE BOARD**



## RECONVENED AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

- 7b. Location:** St. Joseph's Health and Retirement Center, 2464 E. Ojai Avenue, Ojai, CA 93023.

**Action:** A request for a Certificate of Review (COR) from the CHB (CHO §1364-12) for the refurbishment and repair of existing structures at St. Joseph's Health and Retirement Center, located at 2464 E. Ojai Avenue, Ojai, CA 93023. The scope of work is intended to partially abate Planning Violation PV21-0017 and includes remediation of water damage, dry rot, asbestos, and lead. No additional building square footage is proposed. (Case No. CH22-0003).

**Disclosures:** None.

**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 adopt the following recommendations related to the scope of work in order to better conform to the *Secretary of the Interior's Standards*:

- **Recommendation #1: Fenestration Pattern.** The applicant should retain the existing pattern of fenestration by avoiding to the greatest extent feasible the construction of window and door openings where they did not exist previously and the filling in of existing windows and doors.
- **Recommendation #2: Qualified Architectural Historian.** The applicant should retain a qualified architectural historian meeting the Secretary of the Interior's Professional Qualifications Standards to prepare a comprehensive evaluation of the property's character-defining features. The historic architect should assess and determine which altered and former character-defining features should be restored or implemented, which features should be maintained and repaired, and which features can be changed to be consistent with the Secretary's Standards. The scope of the historic architect's review should include character-defining features and their details. The historic qualified architectural historian should prepare a report of their findings and provide the report to CHB Staff. Recommendations identified therein

should be implemented by the applicant in order to be consistent with the Secretary's Standards.

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 §1364-12 based on the preceding evidence and analysis.

**Public Comments:** None.

**Discussion and Deliberation:**

Mark Ross, project applicant, was in attendance, along with Kevin Sheppard and Ashley James with Bestor Architecture and Mitch Stone with San Buenaventura Research Associates.

Kevin Sheppard noted his role in the project has been to document the work completed without permits and get the property into compliance. Mr. Sheppard noted that any removed wood frame windows have been retained on site and the applicant team's goal is to work with the historic consultant going forward to determine which windows can be repaired and retained on site. Mr. Sheppard noted that, for the fenestration pattern, the goal has been to retain the original pattern as much as possible. Where there are changes, those have been done in order to improve accessibility or useability of the buildings.

Mitch Stone stated that he also joined the project after all the initial work had been done. Mr. Stone noted that the staff report reflects conditions before they were changed, including work done without permits, although his historic resources report was primarily focused on the scope of work going forward. Mr. Stone noted that many alterations took place at the property when it was converted from a ranch house to a hospital use in the 1950s. Among these alterations, windows and doors were converted over time based on a review of the exposed framing. Mr. Stone stated that a goal in a rehabilitation project is to make use of what is available and what is known; therefore, a certain amount of pragmatism is useful in a rehabilitation project.

Board Member Cline requested clarification on the fenestration recommendation.

Dillan Murray, CHB Staff, stated that the intent of the recommendation would be to evaluate proposed window and door conversions and proposed construction of new openings in light of the historical record and project goals, and limit the number of new window and door openings that couldn't be substantiated historically.

Other Board Members did not have any comments.

Chair Fernandez recommended the applicant team steer clear from incompatible elements such as incompatible window materials (vinyl, for example), although he otherwise indicated his trust in the applicant team.

Board Member Cline made a motion to approve the requested COR with inclusion of Staff's recommendations regarding the scope of work. Board Member Blum seconded the motion. Motion passed 4-0.

## **8. REPORTS**

### **8a. Board Member Reports**

Board Member Blum reported that the Oxnard Library is celebrating its upcoming 115<sup>th</sup> anniversary through a few program events.

Chair Fernandez reported that the CalFed Bank building on Saviers Road in Oxnard appears to be for sale. Chair Fernandez noted there were previous proposals to demolish the building.

Other Board Members did not have anything to report.

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

Dillan Murray, CHB Staff, reported that the California Preservation Foundation (CPF) conference will be held in June. Mr. Murray requested that Board Members let him know as soon as possible if they are interested in attending. Next, Mr. Murray reported that one item is anticipated at the May 23<sup>rd</sup> CHB hearing concerning the Tenby Facility in the Oxnard area.

Tricia Maier, Staff, noted that the upcoming CHB hearing will be a remote hearing.

9. **NEXT MEETING**

The next regularly scheduled meeting was reported to be May 23, 2022.

10. **ADJOURNMENT**

At 3:09 p.m., the Cultural Heritage Board was adjourned.

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Chair  
Cultural Heritage Board

ATTEST:

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Dillan Murray  
Cultural Heritage Program Planner

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Date