

Certified Local Government Program – 2021-2022 Annual Report

(Reporting period is from October 1, 2021 through September 30, 2022)

INSTRUCTIONS: This a Word form with expanding text fields and check boxes. It will probably open as Read-Only. Save it to your computer before you begin entering data. This form can be saved and reopened.

Because this is a WORD form, it will behave generally like a regular Word document except that the font, size, and color are set by the text field.

- Start typing where indicated to provide the requested information.
- Click on the check box to mark either yes or no.
- To enter more than one item in a particular text box, just insert an extra line (Enter) between the items.

Save completed form and email as an attachment to info.calshpo@parks.ca.gov. You can also convert it to a PDF and send as an email attachment. Use the Acrobat tab in WORD and select Create and Attach to Email. You can then attach the required documents to that email. If the attachments are too large (greater than 10mb total), you will need to send them in a second or third email.

Name of CLG

Ventura County Cultural Heritage Board

Report Prepared by: Dillan Murray, Associate Planner

Date of commission/board review: February 13, 2023

MINIMUM REQUIREMENTS FOR CERTIFICATION

I. Enforce Appropriate State or Local Legislation for the Designation and Protection of Historic Properties.

A. Preservation Laws

1. What amendments or revisions, if any, are you considering to the certified ordinance? Please forward drafts or proposals., either as part of this report or under separate cover. **REMINDER:** Pursuant to the CLG Agreement, OHP must have the opportunity to review and comment on ordinance changes prior to adoption. Changes that do not meet the CLG requirements could affect certification status.

In 2021, Ventura County Planning Division staff identified and studied proposed amendments to the Ventura County Cultural Heritage Ordinance to modernize the existing ordinance, last updated in 2000. Prior to this, in late 2020, the County had received grant funding from the State Office of Historic Preservation (OHP) to further historic preservation efforts in the County as part of our designation as a Certified Local Government pursuant to the National Historic Preservation Act of 1966 (54 U.S.C, § 300101 et seq.). A portion of the staff work to conduct the ordinance update during 2021 was thus funded by this grant provided by OHP. As part of this effort, Planning Division staff reviewed the Ventura

County of Ventura
February 13, 2023
Cultural Heritage Board Meeting
Item 7a
Exhibit 1 – CLG Annual Report for 2021-2022

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County Cultural Heritage Board's (CHB) prior ordinance study efforts, proposed revisions, and previously-identified issue areas. In light of this information, Planning Division staff researched both model historic preservation ordinances and those adopted by jurisdictions across the State of California. In addition, Planning Division staff considered guidance offered in the California Office of Historic Preservation's Technical Assistance Series, #14, entitled "Drafting Effective Historic Preservation Ordinances" and applicable National Park Service "National Register Bulletins," and received review and feedback from the Planning Division management team and County Counsel's Office regarding potential revisions.

The adopted revisions clarified review procedures for ministerial projects proposed at Ventura County Cultural Heritage Sites to incorporate best practices. These amendments included minor revisions to restructure/reformat the ordinance, the addition of new definitions and terminology commonly used in the field of historic preservation, a list of preservation incentives available, and, finally, clarification of the County's process for reviewing land use projects at designated and eligible historic properties, among other revisions. At their March 14, 2022 and March 28, 2022 hearings, the CHB reviewed and provided comments on the draft ordinance. The CHB voted unanimously to adopt a resolution recommending that the Board of Supervisors adopt the proposed ordinance with targeted revisions. The Cultural Heritage Board Hearing packets of March 14, 2022 and March 28, 2022, along with the draft text revisions, can be found in the [CHB Archive](#).

In addition to the CHB-recommended revisions to the proposed ordinance, Planning Division staff subsequently incorporated additional targeted revisions to clarify portions of the ordinance. Furthermore, Planning Division staff met with staff from the State Office of Historic Preservation on June 22, 2022, to discuss their input on the draft revisions and receive recommendations. OHP staff submitted a comment letter on the draft ordinance indicating that, should their recommended edits be accepted by the County, SHPO staff believes the proposed amendments would conform to the intent of the CLG Program and they were in support of the proposed amendments. Subsequent to this meeting, revisions were made in two areas of the draft ordinance to address issues raised related to the treatment of Ventura County sites listed in the National Register of Historic Places and California Register of Historical Resources.

The proposed Cultural Heritage Ordinance was reviewed by the Board of Supervisors at public hearings on July 12, 2022 and July 26, 2022. At their July 26th hearing, the Board of Supervisors unanimously adopted the ordinance without changes.

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.

A copy of the adopted Cultural Heritage Ordinance No. 4604 can be found here:
https://vcrma.org/docs/images/pdf/planning/programs/chb/Ordinance_4604.pdf

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B. New Local Landmark Designations (Comprehensive list of properties/districts designated during the reporting.

1. During the reporting period, October 1, 2021 – September 30, 2022, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
McNell Ranch, 1340 McNell Road, Ojai, CA 93023	October 11, 2021	N/A	October 22, 2021

REMINDER: Pursuant to California Government Code § 27288.2, “the county recorder shall record a certified resolution establishing an historical resources designation issued by the State Historical Resources Commission or a local agency, or unit thereof.”

2. What properties/districts have been de-designated this past year? For districts, include the total number of resource contributors?

Property Name/Address	Date Removed	Reason
None.	Click or tap here to enter text.	Click or tap here to enter text.

C. Historic Preservation Element/Plan

1. Do you address historic preservation in your general plan?

<input type="checkbox"/> Yes, in a separate historic preservation element.	<input type="checkbox"/> No
<input checked="" type="checkbox"/> Yes, it is included in another element.	

Provide an electronic link to the historic preservation section(s) of the General Plan or to the separate historic preservation element.

https://docs.vcrma.org/images/pdf/planning/plans/Final_2040_General_Plan_docs/VCGPU_06_COS_Element_2020_09_15_web.pdf

D. Review Responsibilities

1. Who takes responsibility for design review or Certificates of Appropriateness?

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All projects subject to design review go the commission.

Some projects are reviewed at the staff level without commission review. What is the threshold between staff-only review and full-commission review? The Ventura County Cultural Heritage Board (CHB) has adopted resolutions for the unincorporated Ventura County area and for the contract cities which the CHB serves which delegate authority to CHB staff to review and approve or exempt minor projects. All other projects require CHB review. Additionally, staff has the ability to forward projects to the CHB for review at staff's discretion.

2. California Environmental Quality Act

- What is the role of historic preservation staff and commission in *providing input* to CEQA documents prepared for or by the local government? Discretionary projects requiring CEQA review for which the County of Ventura is the Lead Agency are distributed to the CHB staff pursuant to the County's Initial Study Assessment Guidelines (ISAGs). The CHB Staff reviews the project for the presence of historical resources and identifies whether historic documentation is required to be prepared for the property by a professional meeting the Secretary of the Interior's Professional Qualification Standards. If the project has the potential to impact a historical resource, CHB Staff prepares a staff report, may request additional information from the applicant, and forwards the information to the CHB for review and consideration. The CHB is responsible for determining the level of impact the proposed project will have on eligible historic resources for which the County of Ventura is the Lead Agency. The CEQA determination and any identified mitigation measures are subsequently forwarded to the Lead Agency as a recommendation.

What is the role of the staff and commission in *reviewing* CEQA documents for projects that are proposed within the jurisdiction of the local government? See statement above.

3. Section 106 of the National Historic Preservation Act

- What is the role of the staff and commission in *providing input* to Section 106 documents prepared for or by; the local government? CHB staff reviews the Section 106 document and provides comment, including assistance in identifying designated or potentially eligible historic resources.
- What is the role of the staff and commission in *reviewing* Section 106 documents for projects that are proposed within the jurisdiction of the local government? CHB staff reviews and provides feedback on Section 106 documents. For an undertaking at a designated or potentially eligible cultural heritage site, CHB staff reviews the project, prepares a staff report, and forwards the information to the CHB for review and consideration.

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II. Establish an Adequate and Qualified Historic Preservation Review Commission by State or Local Legislation.

A. Commission Membership

Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Ricki Mikkelsen	Attorney	March 2006	July 2022 (resigned)	ricki@drmikkelsen.com
Tyson Cline	Architecture	January 2021	January 2025	cline@rntarchitects.com
W. John Kulwiec	Architecture	February 2007	January 2025	john@kulwiecgroup.com
Linda Plaks	Civic leader	October 2019	January 2023	vlyinvest@roadrunner.com
Gary Blum	Consultant	January 1995	January 2025	garyaths@aol.com
Miguel Fernandez	Architecture	April 2006	August 2024	archtmig@adelphia.net
Stephen Schafer	Photography	November 2008	August 2024	schaf@west.net
Lawrence Yee	Higher Education	September 2022	January 2023	lkyee@ucdavis.edu

Attach resumes and Statement of Professional Qualifications forms for all members.

1. If you do not have two qualified professionals on your commission, explain why the professional qualifications have not been met and how professional expertise is otherwise being provided. *N/A*
2. If all positions are not currently filled, why is there a vacancy, and when will the position be filled? *N/A*

B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator? Yes No If not, who serves as staff? [Click or tap here to enter text.](#)
2. If the position(s) is not currently filled, why is there a vacancy? *N/A*

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Attach resumes and Statement of Professional Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Tricia Maier, Planning Programs Manager	Urban Planning	Ventura County Planning Division	Tricia.Maier@ventura.org
Dillan Murray, Associate Planner	City & Regional Planning, Environmental Planning	Ventura County Planning Division	Dillan.Murray@ventura.org
John Kessler, Associate Planner	Urban Planning	Ventura County Planning Division	John.Kessler@ventura.org

C. Attendance Record

Please complete attendance chart for each commissioner and staff member. Commissions are required to meet four times a year, at a minimum. If you haven't met at least four times, explain why not.

Commissioner/Staff	Oct 11	Nov 8	Nov 22	Dec 13	Jan 24	Mar 14	Mar 28	Apr 11	Apr 25	May 9	May 23	Jun 27
Ricki Mikkelsen	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tyson Cline	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
W. John Kulwiec	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Linda Plaks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Gary Blum	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Miguel Fernandez	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Stephen Schafer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Lawrence Yee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tricia Maier	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dillan Murray	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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John Kessler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Commissioner/Staff	Jul 25	Aug 29	Sep 26
Ricki Mikkelsen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tyson Cline	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
W. John Kulwiec	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Linda Plaks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Gary Blum	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Miguel Fernandez	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Stephen Schafer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lawrence Yee	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tricia Maier	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Dillan Murray	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
John Kessler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

D. Training Received

Indicate what training each commissioner and staff member has received. Remember it is a CLG requirement that all commissioners and staff to the commission attend at least one training program relevant to your commission each year. It is up to the CLG to determine the relevancy of the training.

Commissioner/Staff Name	Training Title & Description (including method presentation, e.g., webinar, workshop)	Duration of Training	Training Provider	Date

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Ricki Mikkelsen	Infill Design: Explore how to envision new construction and how to find the appropriate balance for your community between the goals of compatible yet differentiated; webinar	1 hour	National Alliance of Preservation Commissions	November 8, 2021
Ricki Mikkelsen	Public Outreach and Community Engagement: Gain the tools needed to be an effective spokesperson for historic preservation in the community; webinar	1 hour	National Alliance of Preservation Commissions	November 8, 2021
Tyson Cline	Continuum of Care - Indigenous Cultural Resources, webinar	1 hour	California Preservation Foundation	September 2022
W. John Kulwicz	Continuum of Care - Indigenous Cultural Resources, webinar	1 hour	California Preservation Foundation	September 2022
Linda Plaks	Continuum of Care - Indigenous Cultural Resources, webinar	1 hour	California Preservation Foundation	September 2022
Gary Blum	Continuum of Care - Indigenous Cultural Resources, webinar	1 hour	California Preservation Foundation	September 2022
Miguel Fernandez	Continuum of Care - Indigenous Cultural Resources, webinar	1 hour	California Preservation Foundation	September 2022
Stephen Schafer	California Preservation Foundation Annual Conference 2022 (webinar presentations)	2 days	California Preservation Foundation	June 7-8, 2022
Stephen Schafer	Keynote Address: Photographer Carol Highsmith, webinar	1 hour	California Preservation Foundation	June 2022

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Stephen Schafer	Rising to the Occasion: Rehabilitation of Challenging Buildings, webinar	1 hour	California Preservation Foundation	June 2022
Stephen Schafer	A Long Time Coming: Two Emblematic Adaptive Reuses on South Broadway in Los Angeles, webinar	1 hour	California Preservation Foundation	June 2022
Stephen Schafer	Waterfront Resiliency: Historic Preservation & the Embarcadero Seawall Program, webinar	1 hour	California Preservation Foundation	June 2022
Stephen Schafer	Redlined Neighborhoods: Complex Futures, webinar	1 hour	California Preservation Foundation	June 2022
Stephen Schafer	Continuum of Care - Indigenous Cultural Resources, webinar	1 hour	California Preservation Foundation	June 2022
Stephen Schafer	Innovative Research and Projects from Students in Cultural Heritage, webinar	1 hour	California Preservation Foundation	June 2022
Stephen Schafer	The Restoration of Democratic Public Space: New Visions for San Francisco's Civic Center and San Jose's Saint James Park, webinar	1 hour	California Preservation Foundation	June 2022
Lawrence Yee	Continuum of Care - Indigenous Cultural Resources, webinar	1 hour	California Preservation Foundation	September 2022
Tricia Maier	California Preservation Foundation Annual Conference 2022 (webinar presentations)	2 days	California Preservation Foundation	June 7-8, 2022
Tricia Maier	Continuum of Care - Indigenous Cultural Resources, webinar	1 hour	California Preservation Foundation	September 2022

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Dillan Murray	California Preservation Foundation Annual Conference 2022 (webinar presentations)	2 days	California Preservation Foundation	June 7-8, 2022
Dillan Murray	A Long Time Coming: Two Emblematic Adaptive Reuses on South Broadway in Los Angeles, webinar	1 hour	California Preservation Foundation	June 2022
Dillan Murray	Waterfront Resiliency: Historic Preservation & the Embarcadero Seawall Program, webinar	1 hour	California Preservation Foundation	June 2022
Dillan Murray	Redlined Neighborhoods: Complex Futures, webinar	1 hour	California Preservation Foundation	June 2022
Dillan Murray	California Legislative Update, webinar	1 hour	California Preservation Foundation	June 2022
Dillan Murray	Continuum of Care - Indigenous Cultural Resources, webinar	1 hour	California Preservation Foundation	September 2022
Dillan Murray	Repairing and Restoring Wood Windows, webinar	30 minutes	Save Our Heritage Organization (SOHO) San Diego	September 2022

III. Maintain a System for the Survey and Inventory of Properties that Furthers the Purposes of the National Historic Preservation Act

A. Historical Contexts: initiated, researched, or developed in the reporting year (excluding those funded by OHP)

NOTE: California CLG procedures require CLGs to submit survey results, including historic contexts, to OHP. (If you have not done so, submit an electronic copy or link if available online with this report.)

Context Name	Description	How it is Being Used	Date Submitted to OHP
None	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

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B. New Surveys or Survey Updates (excluding those funded by OHP)

NOTE: The evaluation of a single property is not a survey. Also, material changes to a property that is included in a survey, is not a change to the survey and should not be reported here.

Survey Area	Context Based-yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed	Date Submitted to OHP
None	Type here.	Type here.	Type here.	Type here.	Type here.	Type here.

How are you using the survey data? N/A

IV. Provide for Adequate Public Participation in the Local Historic Preservation Program

A. Public Education

What public outreach, training, or publications programs has the CLG undertaken? How were the commissioners and staff involved? Please provide an electronic link to all publications or other products not previously provided to OHP.

*The following public outreach and training was undertaken during the reporting period:
 Periodic tours of historic properties by the CHB were open to the public, including properties under consideration for designation and as part of project reviews. Cultural Heritage and Preservation information is made available to the public on the Ventura County Planning Division website and in printed brochures available at the Government Center Hall of Administration Planning Division counter.*

Item or Event	Description	Date
<i>Ventura County Government Center Administration Building Main Lobby Display and Third floor Display</i>	<i>“May is Preservation Month” Banner and Display</i>	<i>05/1/22 through 05/30/22</i>

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ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS FOR CLGS

NOTE: OHP will forward this information to NPS on your behalf. CLG Inventory Program

During the reporting period (October 1, 2021-September 30, 2022) how many historic properties did your local government **add** to the CLG inventory? This is the total number of historic properties and contributors to districts (or your best estimate of the number) added to your inventory **from all programs**, local, state, and Federal, during the reporting year. These might include National Register, California Register, California Historic Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added
Ventura County Unincorporated Area	1

A. Local Register (i.e., Local Landmarks and Historic Districts) Program

1. During the reporting period (October 1, 2021-September 30, 2022) did you have a local register program to create local landmarks and/or local districts (or a similar list of designations) created by local law? Yes No

2. If the answer is yes, then how many properties have been added to your register or designated from October 1, 2021 to September 30, 2022? 1

C. Local Tax Incentives Program

1. During the reporting period (October 1, 2021-September 30, 2022) did you have a Local Tax Incentives Program, such as the Mills Act? Yes No

2. If the answer is yes, how many properties have been added to this program from October 1, 2021 to September 30, 2022? None

Name of Program	Number of Properties Added During 2021-2022	Total Number of Properties Benefiting From Program
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Ventura County/City of Oxnard Cultural Heritage Board Mills Act Program	None	16 total consisting of 6 in the unincorporated Ventura County and 10 in the City of Oxnard.
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D. Local “bricks and mortar” grants/loan program

1. During the reporting period (October 1, 2021-September 30, 2022) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties? Yes No

2. If the answer is yes, then how many properties have been assisted under the program(s) from October 1, 2021 to September 30, 2022? N/A

Name of Program	Number of Properties that have Benefited
N/A	Type here.

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2021-September 30, 2022) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance) authorizing Commission and/or staff review of local government projects or impacts on historic properties? Yes No

2. If the answer is yes, how many historic properties did your local government review for compliance with your local government’s historic preservation regulatory law(s) from October 1, 2020 to September 30, 2022? During the reporting period, a total of approximately 25 ministerial reviews and seven discretionary screening reviews were completed by Staff and nine project reviews were provided by the CHB. Staff reviews are conducted pursuant to CHB Resolution 2017-2.1 and CHB Resolution No. 2022-19.

F. Local Property Acquisition Program

1. During the reporting period (October 1, 2021--September 30, 2022) did you have a local program to acquire (or help to acquire) historic properties in whole or in part through purchase, donation, or other means? Yes No

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2. If the answer is yes, then how many properties have been assisted under the program(s) from October 1, 2021 to September 30, 2022? N/A

Name of Program	Number of Properties that have Benefited
N/A	Type here.

IN ADDITION TO THE MINIMUM CLG REQUIREMENTS, OHP IS INTERESTED IN YOUR FEEDBACK ABOUT THE RECENT CAMP TRAINING

- Did anyone from your local government participate in the free CAMP training opportunities in Fall 2021?

No

- Whether or not you were able to take advantage of any of the CAMP trainings in 2021, would you like to see OHP to provide free additional CAMPs in the future?

Yes, trainings geared towards local commissions have been particularly beneficial.

- What are your top three topics for future training?

The Brown Act, applying the Secretary of the Interior’s Standards, and parliamentary procedures, among other topics.

XII Attachments (electronic)

- Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- Minutes from commission meetings
- Drafts of proposed changes to the ordinance
- Drafts of proposed changes to the General Plan
- Public outreach publications

Email to: info.calshpo@parks.ca.gov

Attachment A – Resumes and Qualifications

Certified Local Government Professional Qualifications (36 CFR Part 61):
Architecture Professional Qualifications

Local Government Ventura County Cultural Heritage Board

Name John Kulwicz Commissioner Staff
(Name of Commissioner or Staff)

Date of Appointment: February 2007 Date Term Expires: January 2025

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation. **In addition to completing the form below for any commission member or staff who meets the requirements for this profession, please attach a resume for this individual.**

Alternative A

- Professional degree in Architecture and
 At least two years full-time professional experience in architecture (attach explanation)

Alternative B



State license to practice architecture
California
(specify state(s))

To meet the standards in this discipline you must be able to check both boxes under Alternative A or the box under Alternative B. Note that professional degree means a five-year or graduate degree. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period.



W. JOHN KULWIEC, Emeritus, AIA, NCARB, ICC
Architect - Expert Witness - Forensic Architecture

KULWIEC GROUP/ARCHITECTS

532 Glade Drive, Santa Paula, California 93060

T 805-443-0508 or John@KulwiecGroup.com

www.KulwiecGroup.com

**Education,
Licenses &
Certification**

- Bachelor of Architecture (BArch) -Illinois Institute of Technology, Chicago.
Major: Architecture, Minor: City Planning
- Wide Range of Continuing Education through AIA, CSI, Expert Associations, Industry Associations including: Mold Contamination in Buildings, California Law for Design Professionals, Shifting Trends in Accessibility (ADA) Mediation – The Art of Facilitating Settlement, Pepperdine University School of Law (4-day seminar) & NCARB, Energy Conscious Architecture, Roofing Systems Institute / BURSI.
- Current Registration; California (C3978) 1963 & Arizona,
- Former Registration; New Jersey, Tennessee, Florida, Colorado, Michigan, Nevada, & Washington & North Dakota.
- Certified Architect, National Council of Architectural Registration Boards (NCARB)

**Professional
Affiliations**

AIA American Institute of Architects, Member
AIAVC American Institute of Architects, Ventura County Member, Past President
AAMA American Architectural Manufacturers Association, former Professional Member
CSI Construction Specification Institute, Professional Member
ICC International Code Council, Professional Member

**Professional
Experience**

35+ years in Architectural Practice in the areas of Commercial, Industrial, Medical, Educational, Residential, Public, Governmental, Religious & Retail projects throughout the US and abroad; Construction Cost of Projects up to \$20,000,000; Full Range of Architectural and Commercial Interior Design Services; Formerly Licensed Contractor; Served in US Air Force Civil Engineering Department

**Expert
Witness &
Forensic
Architecture
Expertise**

- Standard of Care
- Post Construction Building Autopsy, Destructive Testing
- Scope of Work Definition
- Scheduling Analysis, Contractor & Architect
- Change Order Disputes
- Drawings and Documents Analysis
- Communication Analysis between Client, Architect & Contractor
- Waterproofing Issues
- Mold Issues
- Roofing Issues
- Code Compliance: ADA, Title 24, ICC, Local, OSHPD
- Construction Defects & Negligence
- Case Documents Organization & Catalog
- Multi Media Exhibit Preparation

**Litigation
Experience**

Mediation, Arbitration, Superior and Federal Court, Plaintiff and Defense for Architects, Owners, Contractors.

Visit www.KulwiecGroup.com for
Full CV and Architectural Services Information

Certified Local Government Professional Qualifications (36 CFR Part 61):
Architecture Professional Qualifications

Local Government Ventura County Cultural Heritage Board

Name Tyson Cline Commissioner Staff
(Name of Commissioner or Staff)

Date of Appointment: January 2021 Date Term Expires: January 2025

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation. **In addition to completing the form below for any commission member or staff who meets the requirements for this profession, please attach a resume for this individual.**

Alternative A

Professional degree in Architecture
and

At least two years full-time professional experience in
architecture (attach explanation)



Alternative B

State license to practice architecture
California
(specify state(s))

To meet the standards in this discipline you must be able to check both boxes under Alternative A or the box under Alternative B. Note that professional degree means a five-year or graduate degree. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period.



Tyson Cline, AIA

Principal Designer



Tyson Cline has more than 27 years of experience in architecture, urban planning, graphic design and fabrication. He received his bachelor's degree in architecture from the New School of Architecture. Tyson has broad project type experience in both architectural design and City wide urban Design planning as well as served as project manager for several national parks, government, K-12 and higher education building designs. Tyson has worked as a public artist for various cities including Oxnard, Ventura and Santa Monica. He has been the director of the Ventura office of RNT Architects since 2005. Tyson has a passion for exploring creative and contextually appropriate design solutions while engaging sustainable and energy efficient strategies that work together to create a true sense of place. He was a founding board member of the Green Building Council of Ventura County and worked as a liaison during its transition to the C-4 USGBC. He is a past board member of the Ventura Society and Chair of the Public Commission for the City of Ventura. Tyson sat on the City of Ventura's Historic Preservation and Design Review Committee.

Professional Registration

Licensed Architect, CA
No. C-34436

Education

Bachelor of Architecture,
NewSchool Architecture and Design

Years of Industry Experience

27 years

Years with RNT

14 years

Project Experience

- Montecito Union SD, On-call Architects | Santa Barbara, CA
 - Facilities Master Plan (CHPS)
 - Revised Bond Scope
 - Play Area Design
 - Administration Building Remodel Design
 - Adobe Remodel District Office
 - Secured Perimeter Assessment
 - Food Service Design
 - Various Projects
- Rio School District, On Call Architects | Oxnard, CA
 - Rio Vista Middle School, Four New Classrooms
 - Rio Real Elementary School, Kitchen Remodel
- Shea Homes (Rio School District), RiverPark West Elementary School Master Plan | Oxnard, CA
- Ojai Unified School District On-call Architecture Services | Ojai, CA
 - Matilija Junior High School New Dining Hall and Kitchen
 - Nordhoff High School Library
 - Nordhoff High School Kitchen Remodel
 - Topa Topa Elementary School Kitchen Remodel
 - Mira Monte Kitchen Remodel
 - Various Maintenance and Modernization Projects I
- Pleasant Valley Unified School District, On-call architectural Services | Pleasant Valley, CA
 - Gym metal panel ceiling installation
 - Administrative Office Remodel (restroom improvements)
 - Kitchen serving line addition (2 locations)
 - Library/Media Center Remodel
- Santa Barbara School Districts | Santa Barbara, CA
 - Cleveland Elementary School Modernization

- Roosevelt Elementary School Modernization
- Franklin Elementary School Modernization
- Ventura Unified School District On-call Architects | Ventura, CA
 - Mound Elementary School, Two Prefabricated Classrooms
 - El Camino High School, Shade Structures
 - Elmhurst Elementary, Shade Structure
 - Poinsettia Elementary, Shade Structure
 - Loma Vista Elementary, Shade Structure
- Air National Guard, Channel Islands, Multipurpose Instructional Facility (Designed for LEED Silver Certification) | Port Hueneme, CA
- Metropolitan Water District of Southern California, Colorado River Aqueduct Employee Village Enhancements Plan | Various Locations, CA
- United Water Conservation District, Office Remodel | Oxnard, CA
- County of Santa Barbara, Probation Department New Office Building | Santa Barbara, CA
- City of Oxnard, Senior Community Center Concept Study | Oxnard, CA
- City of Agoura Hills, Recreation, Administration and Event Center | Agoura Hills, CA
- City of Goleta, Goleta Valley Community/Civic Center Feasibility Study | Goleta, CA
- City of Oxnard, Civic Center Development Services Center and Fire Administration, LEED Silver Design | Oxnard, CA
- City of Oxnard, South Oxnard Branch Library | Oxnard, CA
- City of Moreno Valley, Moreno Valley Public Safety Building Master Plan, LEED Silver Design | Moreno Valley, CA
- City of Oxnard Water: Facilities Master Plan — South Yard Administration Building — Blending Station #1 Chloramination Building | Oxnard, CA*
- City of San Buenaventura, Housing Authority Office Remodel | Ventura, CA
- City of San Diego, La Jolla Shores and Cove Lifeguard Stations | San Diego, CA
- City of Santa Monica, Seven Beach Restrooms Replacement and Public Art Project | Santa Monica, CA
- City of Ventura, Westpark Master Plan | Ventura, CA
- City of Ventura and South Coast Area Governments, Compass Blueprint 101 Freeway Capping Project | Ventura, CA
- Ventura County Fire District, River Park Joint-Use Fire Station #51 | Oxnard, CA
- Ventura County Fire District, Yosemite Fire Station #43 | Simi Valley, CA
- Ventura County Fire District, Fillmore Fire Station #27 | Fillmore, CA
- Ventura County Fire District, Newbury Park Fire Station #35 | Newbury Park, CA
- Day Road Master Plan, Ventura, CA*
- San Buenaventura Foundation for the Arts Masterplan | Ventura, CA*
- North Fillmore Master Plan | Fillmore, CA*
- Montecito Street Urban Design Code | Sierra Madre, CA*
- National Park Services, ID-IQ Contract
 - Anacapa Island Dock Building Replacement, Channel Islands National Park | Anacapa Island, CA
 - Anacapa Island Stair Replacement, Channel Islands National Park | Anacapa Island, CA
 - Callville Bay, Visitor Contact Station, Lake Mead National Recreation Area, LEED Silver and Net Zero Design | Lake Mead, NV

- Death Valley Cow Creek Museum Storage Facility Addition | Death Valley, CA
- Joshua Tree National Park Oasis of Mara Visitor Center, LEED Platinum and Net Zero Design | Twentynine Palms, CA
- Diamond X Ranch Intern Center, Santa Monica Mountains National Recreation Area, LEED Gold Design and Net Zero Certified | Calabasas, CA
- City of San Diego DPR, La Jolla Shores Lifeguard Station | San Diego, CA
- Mountains Restoration Trust, Nature Education Facility at Headwaters Corner, LEED Gold and Net Zero Design | Calabasas, CA
- USDA Forest Service, Monterey Ranger Station, LEED Gold Design Competition | King City, CA
- USDA Forest Service, Chuchupate Ranger Station, LEED Gold Design Competition | Mount Pinos, CA
- Temple Beth Torah, Tenant Improvement | Ventura, CA
- Ventura Botanical Gardens, Interim Facility | Ventura, CA
- City of San Buenaventura Housing Authority, Westview Village Housing Project, 320 Units | Ventura, CA
- Ventura Veterans Housing | Ventura, CA
- USA Department of Air Force, Beale AFB Repair Recce Club | Beale AFB, California
- Channel Islands Building and Development Partners, Inc., Palm and Poli Infill Housing | Ventura, CA
- 4th and B Downtown Oxnard Mixed-Use Project | Oxnard, CA
- Swift Property Mixed Use Development Study | Oxnard, CA
- Swift Properties Commercial / Housing | Oxnard, CA
- North Plaza Infill Housing | Oxnard, CA
- Infill Housing, 117 North Ventura Avenue | Ventura, CA
- Patagonia: New Corporate Headquarters and Campus Expansion | Ventura, CA
- UC Santa Barbara | Santa Barbara, CA
 - Materials Research Laboratory Three-Story Addition and Infill
 - Art Surge Building Modernization
- UCSB, Laboratory Tenant Improvements | Santa Barbara, CA:
 - Jacobs Laboratory; Psychology, Building #551
 - Rudnick Laboratory; Preston Cloud Laboratory, Building #575
 - Seawater Laboratory; Bio II, Building #571
 - Nidzieko UAV Shop; Ellison Hall, Building 563
 - Fly Neuroscience; Bio II, Building #571
- Ventura College, East Campus Phase 1 | Santa Paula, CA
- Leucadia Wastewater District Headquarters | Carlsbad, CA
- Confidential Public Utilities Client, Kearny Maintenance and Operations Site Facilities Master Plan | San Diego, CA
- Seabridge Marina Feasibility Study | Oxnard, CA
- Ondulando Pool Clubhouse Building | Ventura, CA

Certified Local Government Professional Qualifications (36 CFR Part 61):
Architecture Professional Qualifications

Local Government Ventura County Cultural Heritage Board

Name Miguel Fernandez Commissioner Staff
(Name of Commissioner or Staff)

Date of Appointment: April 2006 Date Term Expires: August 2024

Certified Local Government procedures require local commissions to meet specific professional requirements. The commission shall include a minimum membership of five individuals with all members having demonstrated interest, competence, or knowledge in historic preservation. At least two Commission members are encouraged to be appointed from among professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography, to the extent that such professionals are available in the community. Commission membership may also include lay members who have demonstrated special interests, competence, experience, or knowledge in historic preservation. **In addition to completing the form below for any commission member or staff who meets the requirements for this profession, please attach a resume for this individual.**

Alternative A

Professional degree in Architecture
and

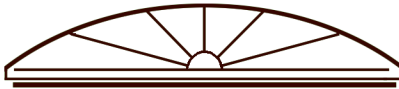
At least two years full-time professional experience in
architecture (attach explanation)



Alternative B

State license to practice architecture
California
(specify state(s))

To meet the standards in this discipline you must be able to check both boxes under Alternative A or the box under Alternative B. Note that professional degree means a five-year or graduate degree. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period.



Miguel V. Fernandez
ARCHITECT

Professional Resumé

Education

Bachelors of Architecture, Cal Poly, San Luis Obispo, 1986
Masters of Architecture, Cal Poly, San Luis Obispo, 1987

Professional Licensure

Registered Architect, California, Lic. No. C-21015, 1990

Work Experience

Employment with various local architectural firms for several summer and holiday periods during college, and for 11-1/2 years post graduation. Duties performed included Project Architect, Project Manager, fee negotiation, working drawings production, specifications, cost analysis and marketing and promotion.

Self employed as of January, 1999

Area of concentration includes commercial office; retail; food service (restaurant); communications and data tech; building rehabilitation and remodeling; facilities repurposing and reuse; historic structure rehabilitation and preservation.

Other professional pursuits

Past part time instructor, architectural program, Ventura Community College

Current Member at Large, Ventura County Cultural Heritage Board

Current Member, City of Oxnard Downtown Design Review Committee (DDRC)

Ongoing proponent for new and improved walkable, bike-able, livable environments in the city of Oxnard and elsewhere as an advocate and active member of the grass roots Oxnard Community Planning Group.

GARY E. BLUM
Consultant

427 South 'F' Street
Oxnard, CA 93030

Cell (805) 402-0016
Email: Garyaths@aol.com

SUMMARY OF QUALIFICATIONS

Site Superintendent, Heritage Square, Oxnard, California 1992 – Present
Manage infrastructure and site systems of a joint public/private historical office park in Downtown Oxnard. Develop and maintain operating and capital reserve budget of \$165,000, contract negotiation with vendors, generate monthly/annual reports. Supervise staff of three. Work with over 30 volunteers.

Owner, Heritage Square Services, Oxnard, California 1991 - Present
Commercial & residential property maintenance Service Company for office park and other residential and commercial properties in Ventura County. Supervise staff of three. Provide staff services for community festivals and special events, parades, and public fundraiser events.

Director, Heritage Square Special Events & Summer Concerts 1996 – 2011
Developed and implemented Summer Concert series and special events for unique outdoor historical venue. Included weddings, receptions, fundraisers, meetings, seminars and other public and private events for up 1000 attendees. Supervise staff and volunteers of fifteen.

General Manager, Camarillo Ranch Foundation, Camarillo, CA 2001 - 2003
Oversaw and supervised all aspects of the Camarillo Ranch House and its 4 ½ acre Historical Museum/Park facility. Included site tours, wedding/receptions and special event planning, fundraising, marketing and public relations. Also included movie film location negotiations. Reported to 15 member Board of Directors and maintained close working relationships with administrative and other personnel, the Board, City of Camarillo, outside vendors/agencies and the general public. Developed and maintained annual operating budget of \$315,000. Supervised staff of two and 150 volunteers/docents.

- Restoration/Site Consultant and Manager for \$1.6 million restoration on Camarillo Ranch House Museum. Completed 15 month construction goal in 12 months.

PROFESSIONAL AFFILIATIONS

Board Member, Ventura County/Oxnard Cultural Heritage Board, (Chairman 1998 – 2001, 2004 - present)	1995 - Present
Board Member, Oxnard Performing Arts & Convention Center, (Chairman 2011 - Present)	1998 – Present
Board Member, Casa Merced Senior Housing Development,	1997 – 2003
Board Member, Elite Theatre Company, Oxnard (President, 2000–2003, 2013-2014)	1995 – 2014
Board Member, Downtown Oxnard Merchants Association, (President 1999 - 2003)	1995 - Present
Co-Chair, Plaza Park Pagoda Restoration Project	1997 - 2001
Salsa Festival Committee member (Festival Chair 2000, 2001 & 2019)	1994 - Present
Oxnard Convention & Visitors Bureau, Board Member	2000 - 2003
Camarillo Chamber Of Commerce Tourism Committee	2002 – 2003
Board Member Oxnard Downtown Management District	2005 – 2011
Chairman, Downtown Oxnard Marketing Committee	2009 – 2017
Director, Oxnard Christmas Parade	2010 - 2019

OTHER EXPERIENCE

- 1985 Restoration carpentry and landscaping of Ventura Co. Landmark #86 ,
The Moranda House, Port Hueneme
- 1986 Supervised the preparation and move of the Justin Petit Ranch House for
Oxnard's *Heritage Square* Project, Oxnard
- 1991 Supervised a \$960,000 restoration of the Justin Petit Ranch House, including rehabilitation of the
building into a commercial office building and community theater (Ventura County Landmark #100) at
Heritage Square, Oxnard CA.
- 2000 Exterior restoration and painting of the Henry Levy House 155 So 'G' St., a Ventura Co. Landmark
- 2001 Managed \$1.3 million restoration of the Adolfo Camarillo House
- 2008 Opened a small retail/consulting succulent nursery business.
(HeritageSucculents.com)
- 2010 Conceived and implemented a \$110,000 municipal planter project for the City of Oxnard's
downtown.
- 2011 Conceived and implemented Ventura County's first ongoing Gourmet Food truck event for
downtown Oxnard merchants

EDUCATION

- California State Polytechnic University, Pomona, Landscape Architecture 1981-1982
- Ventura College, Landscape Design 1980-1982
- Ongoing training through the County of Ventura to serve on a CLG Board in the area of historic
preservation

Ricki Barner Mikkelsen

461 Havenside Avenue
Newbury Park, CA 91320
Call (805) 469-3323
ricki@drmikkelsen.com

Education:

JD Degree	Law	Ventura College of Law (1999)
PhD Program	Higher Education	Claremont Graduate School (1987)
MS Degree	Education Administration	California Lutheran University (1974)
BA Degree	Sociology	California State University at Fresno (1966)

Professional Experience:

Attorney/Estate Planning	2000 to present
Adjunct Instructor	1981-99
California Lutheran University	
National University	
Associate Dean for Academic Affairs	1981-87
California Lutheran University	
Teacher Center Coordinator	1978-81
Ventura County Superintendent of Schools	
Early Childhood Educator Coordinator	1975-78
Conejo Valley Unified School District	
Mentally Gifted Minor Program Coordinator	1974-75
Conejo Valley Unified School District	
Resource Teacher/Coordinator	1971-74
Timber School District	
Classroom Teacher	1967-71
Timber School District	
Simi Valley Unified School District	

Awards

Senior of the Years (2019-2020) City of Thousand Oaks
Dona of La Fiesta del Triunfo (2012) Conejo Valley Historical Society

Partial List of Volunteer Activities:

Community Conscience/Under One Roof

- Board of Trustees (2007-2020)
- President (2012-2013)
- Mardi Gras Ball Chair (2008, 2009, 2011, 2014)
- Committee chair of several committees including Nominations, By-laws, Standing Rules, 25th Anniversary, King and Queen Selection, Live Auction

Ventura County Cultural Heritage Board

- Member (2005 to present)
- Vice Chair (2014-16)
- Chair (2016-18)

California Museum of Art Thousand Oaks

- Council President (2012 to 2019)
- Events chair

Conejo Valley Historical Society

- Board of Trustees (2005-2013)
- President (2009, 2010)
- 1st Vice President (2007, 2008)
- 2nd Vice President (2005, 2006)
- Triunfo Ball Chair (7 years 2005-2011)
- Committee chair of several committees including Nominations, By-laws, Don and Dona Reception, Publicity, Adopt-A-Poll, Donna Fargo Trust Liaison, Hospitality, Finance, etc.

City of Thousand Oaks Traffic Commission

- Traffic Commissioner
- Chair
- Vice Chair

City of Thousand Oaks

- Architectural Design Review Committee Member
- Committee of 105 member and subcommittee chair

Conejo Future Foundation/Conejo Los Virgenes Future Foundation

- President
- Board Member
- Numerous Committees

Creative Options Women's Conference

- Chair (2 years)
- Committee Member (8 years)

CLU Community Leaders Club

- Board Member
- Worked on various fundraisers

American Association of University Women

- President
- Women's History Project
- Named Gift Honoree
- Chair of Visual and Performing Arts Conferences for Girls
- Chair of Math and Science Conferences for Girls
- Served on numerous committees and fund raisers

LINDA C. PLAKS

4957 MIRA SOL DRIVE
Moorpark, CA 93021 805-529-1373
Vlyinvest@roadrunner.com

My purpose is to serve on a County Board to be able to be an active listener and a critical thinker to communicate with residents on decision making to continue to preserve and protect the Culture Heritage locations in Ventura County.

EXPERIENCE

JANUARY 1995 – PRESENT

BACKGROUND INVESTIGATOR, VALLEY INVESTIGATIONS,

Prepare and report backgrounds of individuals for job effecting the United States Government and the State of California Conducting in person and computerized information on subjects.

EDUCATION

SEPTEMBER 1995 AND OCTOBER 1997

BACKGROUND INVESTIGATIONS, EVERGREEN VALLEY COLLEGE

COURSE OF TRAINING FOR THE POST CERTIFICATE

Area Housing Authority County of Ventura Background
Ventura Police Department Civilian Background investigator
Ventura Co Citizens Sheriff Academy
Moorpark College Criminal justice 1998
Simi Valley High School

SKILLS

Strong communication skills in listening and have the ability and training to obtain information in interpersonal Communication as well.

ACTIVITIES 1990 TO CURRENT

PRESIDENT OF MOORPARK CHAMBER OF COMMERCE
PRESIDENT OF MOORPARK ROTARY 1996-97
PRESIDENT MOORPARK HISTORICAL SOCIETY 2014
CITIZEN OF THE YEAR MOORPARK 1998
WOMAN OF THE YEAR VENTURA COUNTY 1999
WOMAN OF THE YEAR MOORPARK 2017
WOMAN OF THE YEAR SIMI VALLEY HOSPITAL 2013

I have ALSO SERVED ON MANY COMMITTEES FOR THE DOWNTOWN PLAN AND GOVERNMENT RELATION COMMITTEES.

My passion is to give back to the community in various community projects. I have had many leadership roles and enjoy watching the progress on many events.



STEPHEN SCHÄFER

PHOTOGRAPHER

SCHAF PHOTO · VENTURA, CALIFORNIA · 805 652-1000 · SCHAF@WEST.NET

Stephen Schafer specializes in architectural photography and HABS, HAER, HALS surveys for publications, architectural portfolios, mitigation documents, and historic landmark nominations. He opened his photography studio – Schaf Photo – in downtown Ventura in 1989 but his photography has now taken him to most of the United States and over 20 countries worldwide. Mr. Schafer's client list includes institutions, corporations and cities as diverse as San Francisco, Los Angeles, Riverside, Alameda, Santa Monica, San Jose, Culver City, Monterey Park, Berkeley and the Ports of Long Beach and Los Angeles, the San Diego Unified, LA Unified, and Long Beach School Districts, Mount San Antonio College, UC San Francisco, UC Santa Cruz, Pepperdine University, UCLA, the San Francisco Presidio Trust, the Getty Conservation Institute, the LA Conservancy, Caltrans, Caltrain, LA Metro Rail, SCE, PG&E, SDG&E, EBMUD, NASA, GSA, USGS, the National Park Service, the Naval Facilities Engineering Command, and California State Parks.



Mr. Schafer's architectural photographs have been featured internationally in books and publications like Architect Magazine, the Wall Street Journal, the Los Angeles Times, Preservation Magazine, Bloomberg Business Week, Traditional Building Magazine, and NPR. His documentary photographs have been used to nominate sites to the National Register of Historic Places and as CEQA and NEPA mitigation measures. He specializes in 4x5" and 5x7" archival, large format photography adhering to the Secretary of the Interior's Standards for Architectural and Engineering Documentation. Having completed over one hundred large format documentations to date, Mr. Schafer is an expert in architectural photography with a practiced understanding of historic structures. The focus of his historic survey work is historic buildings, landscapes, structures and engineering projects that range from a Cold-War stealth ship to an 1840s adobe. These photo-documents are transmitted to the Historic American Buildings Survey (HABS), the Historic American Landscapes Survey (HALS) and the Historic American Engineering Record (HAER) collections at the Library of Congress.

After attending the University of Cape Town, South Africa, and Brooks Institute of Photography, in Santa Barbara, Mr. Schafer's work allowed him the rare opportunity to teach in the University of Pittsburgh's Semester at Sea program aboard an ocean liner circumnavigating the globe. He has also taught photography as an adjunct professor at California State University Northridge, at Ventura College and at the Los Angeles Center of Photography. He regularly presents workshops and lectures on all aspects of photography, historic preservation, and CEQA compliance at the University of Southern California and at California Preservation Foundation conferences. He has presented at the American Planning Association conference and the National Archives in Washington, DC. Mr. Schafer is currently completing the book: *Preserving Los Angeles* with author Ken Bernstein, he is a member of the San Buenaventura Conservancy and an appointee to the Ventura County Cultural Heritage Board. He lives in downtown Ventura with his wife Sherry, in an 1881 folk Victorian farmhouse that they rehabilitated in 2001.

Lawrence K. Yee

University of California Cooperative Extension Advisor Emeritus

Lawrence (Larry) previously served as Chair of Los Angeles Regional Water Quality Control Board. He was appointed by Governor Jerry Brown in 2012. In 2016, he founded the Ojai Valley Water Advisory Group.

In 2017 he was a Fulbright Specialist at the University of Caldas in Manizalás, Colombia.

From 2012 to 2019, Larry was the Co-founder and President of the National Board for The Food Commons, a project designed to develop a national network of local/regional food systems.

From 1976 to 2008, Larry had an academic career with the University of California Cooperative Extension and in 1986 he was appointed Director of the Cooperative Extension office for Ventura County. In 1993, he founded the UC Hansen Trust, a multi-million dollar University of California endowment, established to sustain and benefit agriculture in Ventura County, and, in 1997, he established and directed the UC Hansen Agricultural Research and Education Center. He retired in 2008.

In 1996, Larry worked with Mr. Dee Hock, founder and CEO Emeritus of VISA International, on the design of innovative organizational structures, which led to the formation of the Northwest Atlantic Marine Alliance, the Society for Organizational Learning, and the Association of Family Farms for which he served as national board chair from 2002-05.

In 2003-04, he was appointed by the U.S. Department of Agriculture as National Program Leader for Food Marketing Systems Innovations. Larry has also served on the California Roots of Change, the national Food Alliance, the Los Angeles Food Policy Council, and was a founding member of the Ventura County Ag Futures Alliance.

Larry received a Bachelor of Science degree in Biology from University of California, Davis, and a Master of Business Administration degree in Agribusiness from Santa Clara University. In 1992, he was a Kellogg Fellow at the Resources for the Future Institute in Washington, DC.

Larry is married to Kathleen, has two children and three grandchildren and lives in Ojai, CA.

Certified Local Government Professional Qualifications (36 CFR Part 61):
History Professional Qualifications

Local Government Ventura County Cultural Heritage Board

Name Tricia Maier Commissioner Staff
 (Name of Commissioner or Staff)

Date of Appointment: _____ Date Term Expires: _____

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Alternative A

Alternative B1

Alternative B2

MA or PhD in History

BA in History

BA in History

or

or

or

MA/MS or PhD in CRF

BA in CRF

BA in CRF

Urban Planning
 (specify field)

 (specify field)

 (specify field)

and

and

Two years full-time experience in history (check appropriate boxes below and attach explanation and dates)
 ___ research
 ___ writing
 ___ teaching
 ___ interpretation
 ___ other (specify) _____

Substantial contribution through research and publication to body of scholarly knowledge in history (attach explanation)

With a professional institution

 (specify institution)
 ___ academic institution
 ___ historical org./agency
 ___ museum
 ___ other (specify) _____

To meet the standards in this discipline you must be able to check either a big box or a big circle, and check all the smaller boxes under that alternative. One year = 12 months. Full-time = 35-40 hours per week. A year of professional experience need not consist of a continuous year of full-time work, but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent period. CRF = Closely Related Field; field closely related to this or other discipline in historic preservation (Urban or Regional Planning, American Studies, Historic Preservation, Art History, Architecture, Material Culture, Landscape Architecture, or Folklore). Coursework should be evaluated if discipline itself is not always or obviously related.

DILLAN MURRAY

Education

CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO – B.S. City and Regional Planning, Minor in Real Property Development (2013-2017)

JOHN CABOT UNIVERSITY – studied abroad in Rome, Italy (Fall 2015)

Work Experience

ASSISTANT PLANNER – Ventura County Planning Division – Ventura, CA (Jan. 2020 – Present)

- Coordinate the Ventura County Cultural Heritage Program and Mobile Home Rent Control Program.
- Serve as staff to the Ventura County Cultural Heritage Board and Ventura County Mobile Home Park Rent Review Board.
- Ensure that the provisions and intent of the Ventura County Cultural Heritage Ordinance (No. 4225) and Mobile Home Rent Control Ordinance (No. 4462) are appropriately administered as intended and required.
- Help facilitate public hearings, prepare complete agenda packets, and present items to the boards.
- Maintain public records and organize extensive data files.
- Review and process ministerial cultural heritage review applications, including Administrative Certificates of Appropriateness/Review and exemptions.
- Engage in and advance the field of historic preservation as a valuable planning mechanism.
- Review and process ministerial and discretionary mobile home park rent increase applications and coordinate across multiple stakeholders (tenants, owners, and other interested parties).
- Interface with members of the public at the Planning Counter and ensure complete and thorough applications are processed while maintaining a high level of customer service.
- Serve as a resource to the public and provide information related to Cultural Heritage Program and Mobile Home Rent Control Program topics.

PROJECT PLANNER – Meridian Consultants LLC – Westlake Village, CA (Aug. 2019 – Dec. 2019)

- Assisted with the preparation of initial studies, negative declarations, environmental impact reports, and other comprehensive documentation related to the California Environmental Quality Act.
- Planned, prepared, and monitored environmental research and evaluated the potential impacts of assigned projects.
- Assisted with project management including the preparation of proposals and development and monitoring of schedules, budgets, and invoices.
- Served as a resource to other staff and project teams by identifying and providing recommendations to improve technical approaches to project activities and work scope, as well as assisted with the training and/or coaching of Staff Planners.
- Internally promoted from Staff to Project Planner due to recognized contributions to project assignments, client/agency satisfaction, and robust environmental documentation products.

STAFF PLANNER – Meridian Consultants LLC – Westlake Village, CA (Jan. 2018 – Aug. 2019)

- Assisted with the preparation of initial studies, negative declarations, environmental impact reports, and other comprehensive environmental documents involving all levels of the California Environmental Quality Act.
- Interacted with public agency and private client staff on matters related to land use planning, CEQA compliance, and land development/entitlements as defined/directed for each project.
- Provided background research for a variety of topics related to complex municipal planning projects and private land development projects.
- Independently performed field investigations, including noise monitoring and on-site field reconnaissance.

PLANNING TECHNICIAN – 4Creeks, Inc. – San Luis Obispo, CA (Sep. 2016 – Dec. 2016)

- Prepared GIS graphics, environmental regulatory applications, and Adobe Suite design documents.
- Conducted research and analysis of city and county municipal codes and required planning documents for project implementation.
- Prepared master/specific plans, conceptual designs, environmental documents, and other required planning documents for various projects. Adobe Photoshop, In-Design, and Sketchup were used to create required designs.

PLANNING INTERN – Gold Coast Transit District – Oxnard, CA (July 2016 – Sep. 2016)

- Assisted with maintaining and updating an inventory of bus stops, geo-coordinates, and amenities, using reasoning skills to identify and correct data as needed.
- Helped review transportation plans and promote the incorporation of pro-transit policies and measures.
- Helped review schedule data for passenger information panels posted at bus stops, conducted field work as needed to ensure information was correctly displayed, and conducted field assessments at bus stops.
- Collected and summarized feedback from bus operators and passengers.

INTERN – City of Ventura Public Art Program – Ventura, CA (June 2016 – Sep. 2016)

- Worked on the Public Art mapping project and helped draft ordinance language for mural approvals on private property.
- Developed a comprehensive database of public art information and collaborated closely with City GIS staff to embed the database with an interactive, online GIS-based system.

STUDENT WORKER III – Ventura County Sheriff's Department – Ventura, CA (June 2015 – July 2015)

- Contributed to the Court Services Bureau as a data entry extraordinaire.

STUDENT WORKER II – Camarillo Police Department – Camarillo, CA (July 2014 – Sep. 2014)

- Worked with Project H.O.P.E. of the City of Camarillo to connect homeless and at-risk people with social services.

Affiliations

- **AICP CANDIDATE** – (July 2018 – Present) *Registered for AICP Exam November 2019*
- **AMERICAN PLANNING ASSOCIATION** – (March 2018 – Present)
- **ASSOCIATION OF ENVIRONMENTAL PROFESSIONALS** – (Oct. 2018 – Present)
- **PI SIGMA ALPHA: OMICRON GAMMA** – National political science honor society (April 2017 – June 2017)
- **ASSOCIATED STUDENTS IN PLANNING** – Academic club oriented towards career development (Sep 2013 – June 2017)
- **ALPHA PHI OMEGA: ZETA OMICRON** – Coeducational national service organization (March 2015 – June 2016)
- **CAL POLY NEW STUDENT PROGRAMS** – Orientation Leader; helped transition new students to Cal Poly (Aug. 2014)

Skills

Awards

SketchUp
ArcGIS 10.3
Adobe Suite (Photoshop, Illustrator, InDesign)
Digital Photography
Outstanding Journalism (as awarded, *Ventura County Star*, 2012 & 2013)

Errett Fisher Foundation Scholarship (2016)
Michael McDougall Urban Design Award (2015)
Kiwanis-Key Club Scholarship (2013)
American Public Works Association Scholarship (2013)
Channel Islands Masonic Lodge No. 214 Scholarship (2013)
Ventura County Community Foundation Scholarship (2013)
Ventura High School Alumni Foundation Scholarship (2013)
Boys & Girls Club of Greater Ventura Emma Nylén Scholarship (2013)

JOHN DAVID KESSLER

Oxnard, CA 93030

(805) 443-3783

relssek@gmail.com

OVERVIEW

Highly dedicated and motivated City/County Planner with over 10 years of professional experience in the public sector. Objectively applies my foundational background in local City and County Planning goals, policies and procedures while managing multiple Planning entitlements from intake to implementation.

SKILLS & QUALIFICATIONS

- Quick learner, research oriented, analytical thinker
- Acute attention to detail while processing projects
- Effective communicator by being well prepared
- Superb customer service
- Valued team player, relationship builder
- Asks appropriate questions when necessary

PROFESSIONAL EMPLOYMENT HISTORY

PLANNER III – County of Ventura, Resource Management Agency, Planning Division

November 2017 – present

As a Planner III and under minimal supervision, I efficiently, responsibly and successfully simultaneously manage complex ministerial and discretionary planning entitlements, orally present projects to decision making bodies at public forums, assist the Cultural Heritage Program as lead back-up, and support Administrative staff, as needed.

ASSISTANT PLANNER – City of Oxnard, Community Development Department, Planning Division

April 2013 – November 2017

As an Assistant Planner and under general supervision, I provided accurate and professional customer service at the public counter, fully processed residential, commercial, and industrial planning entitlements and orally presented projects to decision making bodies at public forums.

PLANNING INTERN – City of Oxnard, Community Development Department, Planning Division

September 2008 – January 2010

As a Planning Intern and under general supervision, I assisted with updating the 2030 General Plan, conducted program audits, organized planning entitlement applications for document retention, assisted Planners at the public counter, and promptly responded to public information calls.

COMPUTER SOFTWARE

- ArcGIS (proficient)
- Microsoft Office (proficient)
- Accela (proficient)
- Apple/Mac. Applications (proficient)

ADDITIONAL TRAINING

- American Planning Association, California Chapter, Annual State Conference
- Discrimination Prevention
- Real Colors
- Outlook Training
- Workplace Security

EDUCATION

Bachelor of Science – Urban Studies and Planning – Emphasis in Housing, Community, and Economic Development
California State University Northridge, Los Angeles, California (2009)

VOLUNTEER WORK & COMMUNITY INVOLVEMENT

I regularly attend local neighborhood meetings, workshops, and City Council meetings to stay informed and aware of changes in my community. I also voice my opinion on topics of interest and share ideas when appropriate.

Attachment B –
Cultural Heritage Board
Minutes



Ventura County Cultural Heritage Board (CHB)

October 11, 2021 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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. 1:19 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:

Ricki Mikkelsen (Chair), Miguel Fernandez (Vice-Chair), Tyson Cline, Gary Blum, Linda Plaks, and John Kulwiec (arrived late)

CHB Members Absent:

Stephen Schafer

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division
Tricia Maier, Planning Programs Manager, Planning Division

3. APPROVAL OF AGENDA AND MINUTES OF PREVIOUS MEETING

3a. Vote to approve the October 11, 2021 Agenda

Vice-Chair Fernandez made a motion to approve the October 11, 2021 Agenda. Board Member Plaks seconded the motion. Motion passed 5-0.

4. PUBLIC COMMENTS

None

5. CONTINUED ITEMS

Board Member Kulwiec arrived to the meeting at this time.

5a. Location: 1340 McNell Road, Ojai, CA 93023 (unincorporated Ventura County; Supervisorial District 1 – LaVere).

Action: A request to designate property located at 1340 McNell Road, Ojai, CA 93023, commonly known as McNell Ranch, as Ventura County Landmark No. 181 (Cultural Heritage Ordinance [CHO] §1365-5) (Case No. CH21-0030).

Disclosures: None.

Presentation by Staff: Dillan Murray, Planning Staff, noted that the CHB previously designated the property adjacent to the subject property as a Ventura County Landmark. The CHB directed Staff to return at a future hearing to separately consider designation of the subject property as a Ventura County Landmark. Dillan Murray presented a PowerPoint presentation outlining the property location, significance evaluation, project description, and Staff conclusions and recommendations. Staff recommended the CHB take the following actions regarding designation:

A. To Approve Designation as a Ventura County Landmark:

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 designation of the Property as a Landmark is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines §15308 as an action taken by a regulatory agency for the protection of the environment;
3. **FIND** that the Property Owner was given a 15-day notice in accordance with CHO §1365-2, and that the Property Owner concurs with the designation by the CHB of McNell Ranch as Ventura County Landmark No. 181, and placement of said designation in County lists;
4. **FIND** that the McNell Ranch property meets County Landmark Criteria 1, 2, 5, and 6 as required by CHO §1365-5(a), and the additional standards required by CHO §1365-6 based on the substantial evidence in the staff report and all exhibits and attachments hereto; and,
5. **ADOPT** CHB Resolution No. 2021-4 (Exhibit 4) approving the designation of the McNell Ranch property located at 1340 McNell Road, Ojai, CA 93023, identified as Assessor's Parcel Number 029-0-020-310, and consisting of the residence at 1340 McNell Road, barn, and implement shed, as Ventura County Landmark No. 181

Deliberation and Action:

Anne Crawford, property owner, and Judith Triem of the applicant team were present.

Vice-Chair Fernandez made a motion to adopt the Staff-recommended actions and approve designation of the Ventura County Landmark. Board Member Plaks seconded the motion. Motion passed 6-0.

6. NEW BUSINESS

6a. Location: County-wide.

Action: A recommendation to adopt CHB Resolution No. 2021-5 authorizing remote teleconference meetings of the Cultural Heritage Board for a 30-day period pursuant to Government Code section 54953, subdivision (e), of the Ralph M. Brown Act.

Disclosures: None.

Presentation by Staff: Dillan Murray, Planning Staff, presented a PowerPoint presentation outlining recent changes in State law and requirements of legislative bodies in holding remote hearings. Staff recommended 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
2. **ADOPT** CHB Resolution No. 2021-5 (Exhibit 1) authorizing remote teleconference meetings of the Cultural Heritage Board for a 30-day period pursuant to Government Code section 54953, subdivision (e), of the Ralph M. Brown Act.

Deliberation and Action:

Vice-Chair Fernandez inquired as to whether the CHB would need to go through the same process for adoption every 30 days and whether there was any sense how long this would last. Dillan Murray, Planning Staff, stated that the CHB is required to make the required findings every 30 days, but that the Staff report could be simplified to a recommendation. Tricia Maier, Planning Staff, stated that the CHB could move towards making the required findings through a consent agenda item. The CHB was supportive of this change.

Dillan Murray, Planning Staff, noted that legislative bodies are able to meet remotely until January 1, 2024 if they can make the required findings. Tricia

Maier, Planning Staff, clarified that the CHB will ideally meet in person when conditions allow.

Vice-Chair Fernandez made a motion to adopt the Staff-recommended actions. Board Member Cline seconded the motion. Motion passed 6-0.

7. REPORTS

7a. Board Member Reports

Board Member Plaks reported on two recently published books associated with the Simi Valley Historical Society. Next, Board Member Plaks reported that the Simi Valley Historical Society is holding tours and will hold a Day of the Dead event on October 21. Finally, Board Member Plaks reported on new commercial activity and improvements on historic High Street in Moorpark.

Other Board members did not have anything to report.

7b. CHB Program Updates from Staff

Planning Staff did not have anything to report.

8. NEXT MEETING

The next regularly scheduled meeting is October 25, 2021.

9. ADJOURNMENT

At 2:00 p.m., the Cultural Heritage Board was adjourned.



Ricki Mikkelsen
Chair, Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

11/08/2021

Date



Ventura County Cultural Heritage Board (CHB)

November 8, 2021 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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. **1:15 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:

Ricki Mikkelsen (Chair), Miguel Fernandez (Vice-Chair), Tyson Cline, John Kulwicz, Gary Blum, Linda Plaks, and Stephen Schafer (arrived late)

CHB Members Absent:

None

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division
Tricia Maier, Planning Programs Manager, Planning Division

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

3a. Vote to approve the November 8, 2021 Agenda

Vice-Chair Fernandez made a motion to approve the November 8, 2021 Agenda. Board Member Plaks seconded the motion. Motion passed 6-0.

3b. Vote to approve the August 23, 2021 Meeting Minutes

Vice-Chair Fernandez made a motion to approve the August 23, 2021 Meeting Minutes. Board Member Kulwicz seconded the motion. Motion passed 4-0 (Board Members Cline and Plaks abstained).

3c. Vote to approve the September 20, 2021 Meeting Minutes

Vice-Chair Fernandez made a motion to approve the September 20, 2021 Meeting Minutes. Board Member Kulwicz seconded the motion. Motion passed 4-0 (Board Members Cline and Plaks abstained).

3d. Vote to approve the October 11, 2021 Meeting Minutes

Vice-Chair Fernandez made a motion to approve the October 11, 2021 Meeting Minutes. Board Member Plaks seconded the motion. Motion passed 6-0.

4. **CONSENT ITEM**

Vice-Chair Fernandez made a motion to approve the resolution authorizing continued remote teleconference meetings of the Cultural Heritage Board. Board Member Kulwicz seconded the motion. Motion passed 6-0.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

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

Action: Board members received training via the following National Alliance of Preservation Commissions webinar: *Infill Design: Explore how to envision new construction and how to find the appropriate balance for your community between the goals of compatible yet differentiated.*

Board Member Schafer arrived to the meeting during the training presentation.

Discussion: Vice-Chair Fernandez noted the applicability of the training in more urbanized areas of the County. Vice-Chair Fernandez inquired as to whether preliminary review could be provided to applicants for projects needing cultural heritage review. Dillan Murray, CHB Staff, noted that Planning Division Staff provide applicants with information on the *Secretary of the Interior's Standards* when necessary and preliminary recommendations regarding consistency with them. Tricia Maier, CHB Staff, noted the potential challenges with a formal preliminary review process.

Board Member Schafer recommended that visual examples and specific direction to the relevant portions of federal guidance be provided to applicants for projects needing cultural heritage review.

2:54 P.M. ADJOURN FOR A BREAK

3:00 P.M. RECONVENE THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD USING VIDEO CONFERENCE AND TELECONFERENCE FORMATS

Action: Board members received training via the following National Alliance of Preservation Commissions webinar: *Public Outreach and Community Engagement: Gain the tools needed to be an effective spokesperson for historic preservation in the community.*

Board Members Cline and Blum left the meeting during the training presentation.

Tricia Maier, CHB Staff, left the meeting following the training presentation.

Discussion: Chair Mikkelsen noted the value of the trainings to the CHB. Chair Mikkelsen stated that California State University, Channel Islands has its Osher Lifelong Learning Institute (OLLI), which may be a valuable resource for historic preservation outreach efforts in the future. Vice-Chair Fernandez summarized the outreach strategies he gleaned from the training and requested a future item be agendaized to discuss feasible outreach strategies in the County. Dillan Murray, CHB Staff, noted that this would be possible, and stated that the goals and objectives for the Cultural Heritage Program are included in the Certified Local Government (CLG) Annual Report each year.

8. REPORTS

8a. Board Member Reports

Board Member Plaks reported on ongoing commercial activity and improvements on historic High Street in Moorpark.

Other Board members did not have anything to report.

8b. CHB Program Updates from Staff

Dillan Murray, CHB Staff, reported that the CHB will need to meet on November 22, 2021 to make the required findings to continue remote hearings, if desired. Mr. Murray reported City of Oxnard staff will attend the CHB hearing on December 13, 2021 for an introduction and to discuss any questions the CHB may have. Next, Mr. Murray reported that Planning Division Staff continue efforts on the Cultural Heritage Ordinance update project. Last, Mr. Murray reported that potential upcoming CHB items

include a landmark request for an Oak tree in the Meiners Oaks community, a proposed addition at the Floyd Warring Residence (Site of Merit) in Piru, and a Mills Act contract application at 4106 Thacher Road, "Bella Vista Ranch."

9. NEXT MEETING

The next regularly scheduled meeting is November 22, 2021.

10. ADJOURNMENT

At 4:10 p.m., the Cultural Heritage Board was adjourned.



Ricki Mikkelsen
Chair, Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

11/22/2021

Date



Ventura County Cultural Heritage Board (CHB)

November 22, 2021 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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. **1:30 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:

Ricki Mikkelsen (Chair), Miguel Fernandez (Vice-Chair), Tyson Cline, and Linda Plaks

CHB Members Absent:

John Kulwicz, Gary Blum, and Stephen Schafer

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division

Tricia Maier, Planning Programs Manager, Planning Division

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

3a. Vote to approve the November 22, 2021 Agenda

Board Member Cline made a motion to approve the November 22, 2021 Agenda. Board Member Plaks seconded the motion. Motion passed 4-0.

3b. Vote to approve the November 8, 2021 Meeting Minutes

Board Member Cline made a motion to approve the November 8, 2021 Meeting Minutes. Vice-Chair Fernandez seconded the motion. Motion passed 4-0.

4. **CONSENT ITEM**

Vice-Chair Fernandez 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 4-0.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

None

8. **REPORTS**

8a. Board Member Reports

None

8b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that City of Oxnard staff will be attending the upcoming CHB meeting on December 13th for an introduction and opportunity to discuss ongoing goals and any questions of the CHB.

Tricia Maier, Staff, reported that the Planning Division is developing an online, interactive map of Ventura County Landmarks, which will likely be launched in the coming months.

9. **NEXT MEETING**

The next regularly scheduled meeting was reported to be December 13, 2021.

10. **ADJOURNMENT**

At 1:35 p.m., the Cultural Heritage Board was adjourned.



Ricki Mikkelsen
Chair, Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

12/13/2021

Date



Ventura County Cultural Heritage Board (CHB) December 13, 2021 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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. **1:15 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:

Ricki Mikkelsen (Chair), Miguel Fernandez (Vice-Chair), Tyson Cline, John Kulwicz, and Stephen Schafer

CHB Members Absent:

Linda Plaks and Gary Blum

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division
Tricia Maier, Planning Programs Manager, Planning Division

Scott Kolwitz, Planning & Environmental Services Manager, City of Oxnard
Randy Baez, Associate Planner, City of Oxnard

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

3a. Vote to approve the December 13, 2021 Agenda

Dillan Murray, CHB Staff, requested that the agenda be revised to move the consent item to regular order. Board Member Schafer made a motion to approve the December 13, 2021 Agenda with the revision. Board Member Cline seconded the motion. Motion passed 5-0.

3b. Vote to approve the November 22, 2021 Meeting Minutes

Vice-Chair Fernandez made a motion to approve the November 22, 2021 Meeting Minutes. Board Member Kulwicz seconded the motion. Motion passed 5-0.

Items were heard out of order.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

ADJOURN AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

CONVENE AS THE OXNARD CULTURAL HERITAGE BOARD

7a. **Location:** City of Oxnard.

Action: Introduce City of Oxnard Planning Staff and discuss ongoing Cultural Heritage Program goals.

Presentation by Staff: Dillan Murray, CHB Staff, noted that CHB Members had previously requested to meet and hold a discussion with City of Oxnard Planning Staff. Scott Kolwitz, City of Oxnard Staff, provided an overview of his office's support of historic preservation efforts. Randy Baez, City of Oxnard Staff, introduced himself as the new CHB liaison and described his professional background. Dillan Murray, CHB Staff, noted that he met with Mr. Baez in September to provide an onboarding to CHB Staff roles and responsibilities and the County's Cultural Heritage Program.

Discussion and Deliberation:

Board Members thanked City of Oxnard Staff for attending.

Board Member Schafer noted his desire to see more districts and landmarks be designated within the City of Oxnard.

Board Member Fernandez inquired as to the status of the four-story bank building on Saviers Road in Oxnard. Mr. Kolwitz stated that the applicant is currently in litigation related to a proposed project at that location and did not have further information to provide.

All questions of the CHB were addressed.

ADJOURN AS THE OXNARD CULTURAL HERITAGE BOARD

RECONVENE AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

4. A RESOLUTION AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE CULTURAL HERITAGE BOARD.

Presentation by Staff: Dillan Murray, CHB Staff, noted that Staff requested the agenda be revised to move the consent item to regular order in order to discuss proposed revisions to the draft CHB Resolution 2021-8. Mr. Murray noted that Staff proposed the following revisions to the draft CHB Resolution 2021-8, in pertinent part, with text to be removed in strikethrough and text to be inserted underlined:

- **“A RESOLUTION OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE CULTURAL HERITAGE BOARD ~~FOR A 30-DAY PERIOD~~ PURSUANT TO GOVERNMENT CODE SECTION 54953, SUBDIVISION (e), OF THE RALPH M. BROWN ACT”**; and
- “Section 3. This Resolution shall take effect immediately upon its adoption and shall be effective up to and inclusive of the next Board meeting, or the earlier of January 12, 2022, ~~or~~ until such time the Board adopts a subsequent resolution in accordance with Government Code section 54953, subdivision (e)(3), to extend the time during which the Board may continue to teleconference without compliance with Government Code section 54953, subdivision (b)(3).”

Dillan Murray, CHB Staff, stated that the intent of the revisions is to eliminate the need for the CHB to meet every 30 days solely to make the required findings to continue remote teleconference meetings. Planning Division Staff has consulted with County Counsel and believe proceeding in this way is within the intent of the State statute to facilitate safer meetings as the pandemic continues.

Discussion and Deliberation:

A consensus of the CHB Members concurred with the proposed revisions.

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

8. REPORTS

8a. Board Member Reports

None

8b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that the next CHB hearing is scheduled for January 24, 2022. At that time, the CHB can anticipate two items on the agenda: a requested Certificate of Review and a proposed Mills Act contract. In addition, Planning Division Staff will be working to schedule a meeting with the Cultural Heritage Ordinance (CHO) subcommittee in early January.

Tricia Maier, Staff, wished all a happy holiday.

9. NEXT MEETING

The next regularly scheduled meeting was reported to be January 24, 2022.

10. ADJOURNMENT

At 1:47 p.m., the Cultural Heritage Board was adjourned.



Ricki Mikkelsen
Chair, Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

Jan. 25, 2022
Date



Ventura County Cultural Heritage Board (CHB)

January 24, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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. **1:18 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, John Kulwicz, Gary Blum, Stephen Schafer, and Linda Plaks (arrived late)

CHB Members Absent:

Ricki Mikkelsen

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division
Tricia Maier, Planning Programs Manager, Planning Division

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

3a. Vote to approve the January 24, 2022 Agenda

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

3b. Vote to approve the December 13, 2021 Meeting Minutes

Board Member Cline made a motion to approve the December 13, 2021 Meeting Minutes. Board Member Schafer seconded the motion. Motion passed 4-0 (Board Member Blum abstained).

4. **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.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

7a. **Location:** Floyd Warring Residence, 837 Park Street, Piru, CA 93040.

Action: A request for a Certificate of Review (COR) from the Cultural Heritage Board (CHB) (Ventura County Cultural Heritage Ordinance [CHO] §1364-12) for a 609-square-foot addition to an existing single-family dwelling located at 387 Park Street, Piru, CA 93040 (Floyd Warring Residence; Site of Merit). The addition would increase the floor area of the master bedroom and add a basement underneath the master bedroom with exterior access. (Case No. CH21-0046).

Disclosures: None

Presentation by Staff: Dillan Murray, CHB Staff, presented a PowerPoint presentation outlining the property location, project description, CHO analysis, and Staff conclusions and recommendations. Staff recommended the CHB take the following actions:

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.

Board Member Plaks arrived to the hearing during the Staff presentation.

Discussion and Deliberation:

Board Member Cline requested that Staff clarify its findings regarding the proposed scope of work. Dillan Murray, CHB Staff, clarified that, based on Staff's review, the proposed modern, fixed windows and doors on the north and south elevations do not appear to be sufficiently compatible with the residence. Alternatively, a pattern of divided lites with different proportions or dimensions than those on the main residence would appear compatible, yet differentiated. However, it is within the CHB's purview to disagree with this finding.

The property owner, Ken Wiseman, and designer, Gustavo Aued, were present to answer any questions. Mr. Wiseman and Mr. Aued explained their rationale for the proposed design, including viewshed considerations, a desire to complement the previous garage addition, interior spacing, and cost.

Board Members discussed the following components of the proposed design and provided comments as follows:

1. Exterior cladding. Board Members recommended extending the proposed stone veneer cladding to all elevations, with the exception of the north (rear) elevation, where stucco is appropriate.
2. Window design. Board Members recommended installing a grid-pattern window with true divided lites for the south (primary) elevation window.
3. Window orientation. Board Members recommended exploring moving the south (primary) elevation bathroom window higher, implementing a clerestory window, or modifying the interior spacing in order to accommodate a grid-pattern window while alleviating the property owner's concerns regarding having the window in the shower room. In addition, Board Members recommended adding greater distance on each side of the window proposed at the south corner (east elevation).
4. Addition height. Board Members recommended exploring a further reduction in the addition height in order to establish a greater sense of subordination while maximizing viewshed.
5. Cellar design. Board Members noted that, while not a cultural heritage review concern, the applicant team may require further design modifications to the cellar in order to meet Building and Safety requirements.

All questions of the CHB were addressed.

Dillan Murray, CHB Staff, noted that the Board Members' comments would be provided to the applicant team for their consideration. Should any design changes be implemented, Planning Staff would review the final submitted plans for consistency with Planning Division requirements.

8. REPORTS

8a. Board Member Reports

Board Member Schafer reported on plans for demolition of the former fire station in the Old Town of Camarillo. Board Member Schafer noted that adaptive reuse may be feasible at that location.

Board Member Plaks reported on new commercial activity and adaptive reuse on High Street in Moorpark.

Board Member Kulwiec reported that the Santa Paula homeless shelter has received a State grant for additional improvements.

Other Board Members did not have anything to report.

8b. CHB Program Updates from Staff

Dillan Murray, CHB Staff, reported that Staff is targeting the month of February for the first CHB hearing on the Cultural Heritage Ordinance (CHO) update project. Staff recently met with the CHB CHO subcommittee to explain Planning Division direction on this project.

Next, Dillan Murray, CHB Staff, reported that Mills Act contract applications have been received for the following two landmark properties: 4106 Thacher Road (Bella Vista Ranch) and 76 Oak Drive (Noble Oaks Estate), both in the Ojai Valley.

Last, Dillan Murray, CHB Staff, reported that, based on County Counsel advice, it is no longer necessary for the CHB to meet every 30 days simply to make the required findings to hold remote hearings. Instead, meetings can be held on an as-needed basis and the findings made at that time.

9. NEXT MEETING

The next regularly scheduled meeting was reported to be February 14, 2022.

10. ADJOURNMENT

At 2:43 p.m., the Cultural Heritage Board was adjourned.


Miguel Fernandez

Acting Chair, Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

March 14, 2022

Date



Ventura County Cultural Heritage Board (CHB)

March 14, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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 28th 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

Apr 26, 2022
Date



Ventura County Cultural Heritage Board (CHB)

March 28, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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

Apr 26, 2022
Date



Ventura County Cultural Heritage Board (CHB)

April 11, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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

Dillan 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.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

Apr 26, 2022
Date



Ventura County Cultural Heritage Board (CHB)

April 25, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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. **1:15 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**

CHB Members Present:

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

CHB Members Absent:

Ricki Mikkelsen and Linda Plaks

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division
Tricia Maier, Manager, Planning Programs Section, Planning Division

3. **APPROVAL OF AGENDA**

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

Board Member Schafer made a motion to approve the April 25, 2022 Agenda. Board Member Cline seconded the motion. Motion passed 5-0.

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

Board Member Cline made a motion to approve the March 14, 2022, March 28, 2022, and April 11, 2022 Meeting Minutes. Board Member Schafer seconded the motion. Motion passed 5-0.

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 5-0.

5. **ELECTION OF OFFICERS**

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

6. PUBLIC COMMENTS

None

7. CONTINUED ITEMS

None

8. NEW ITEMS

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.

Recommended Actions: 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. Based on the preceding evidence and analysis, **PROVIDE** comments, and direct staff to **TRANSMIT** the 2020–2021 County of Ventura CLG Annual Report to the California State Office of Historic Preservation.

Discussion and Deliberation:

Board Members did not have any comments on the 2020–2021 County of Ventura CLG Annual Report.

Board Member Schafer made a motion to direct Staff to transmit the 2020–2021 County of Ventura CLG Annual Report to the California State Office of Historic Preservation. Board Member Cline seconded the motion. Motion passed 5-0.

9. REPORTS

9a. Board Member Reports

None

9b. CHB Program Updates from Staff

None

10. **NEXT MEETING**


The next regularly scheduled meeting was reported to be May 9, 2022.

11. **ADJOURNMENT**

At 1:35 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

May 12, 2022
Date



Ventura County Cultural Heritage Board (CHB)

May 9, 2022 Final Meeting Minutes

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 Kulwiec

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 Kulwiec 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 115th 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 23rd 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.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

May 24, 2022
Date



Ventura County Cultural Heritage Board (CHB)

May 23, 2022 Final Meeting Minutes

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. **1:15 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**

CHB Members Present:

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

CHB Members Absent:

Ricki Mikkelsen

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division
Tricia Maier, Manager, Planning Programs Section, Planning Division

3. **APPROVAL OF AGENDA**

Board Member Plaks arrived virtually at this time.

3a. Vote to approve the May 23, 2022 Agenda

Board Member Blum made a motion to approve the May 23, 2022 Agenda.
Board Member Cline seconded the motion. Motion passed 6-0.

3b. Vote to approve the May 9, 2022 Meeting Minutes

Board Member Cline made a motion to approve the May 9, 2022 Meeting Minutes. Board Member Blum seconded the motion. Motion passed 5-0 (Board Member Schafer abstained).

4. **CONSENT ITEM**

Board Member Cline made a motion to adopt the resolution authorizing continued remote teleconference meetings of the Cultural Heritage Board. Board Member Kulwicz seconded the motion. Motion passed 6-0.

5. ELECTION OF OFFICERS

Board Member Blum nominated Board Member Fernandez to the position of Chair. Board Member Schafer seconded the nomination. Motion passed 6-0.

Board Member Plaks nominated Board Member Blum to the position of Vice-Chair. Board Member Cline seconded the nomination. Motion passed 6-0.

6. PUBLIC COMMENTS

None

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, piping, 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).

Disclosures: Chair Fernandez disclosed that he had a phone conversation with Board Member Schafer to discuss this item, including what had transpired at the previous hearing on this item, as well as information provided in the packet.

Board Member Schafer disclosed that he also spoke with Staff for information on this item.

Presentation by Staff: Dillan Murray, 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 meets the requirements of the Ventura County Cultural Heritage Ordinance Section 1366-3(d); and
3. Based on the preceding evidence and analysis, **APPROVE** the Certificate of Appropriateness (Cultural Heritage Ordinance [CHO] § 1364-12) with any Cultural Heritage Board or Staff recommendations determined necessary to better conform to the *Secretary of the Interior's Standards*.

Public Comments: None.

Discussion and Deliberation:

Board Member Plaks left the meeting at this time.

John Hecht with Sespe Consulting was in attendance along with CalNRG from the applicant team. Mr. Hecht noted that the applicant team now proposes to retain the derrick since it is structurally sound enough to remain, as well as the permanent structures and a few tanks. Everything else will be demolished. Mr. Hecht noted that a photo survey and an aerial drone survey have been completed, and a final site plan will be submitted showing the proposed structures to remain. Mr. Hecht requested guidance as to what should be included in the interpretive program and clarification on the requirement for elevations of existing facilities.

Clif Simonson with CalNRG noted his desire to see the violations abated.

Board Member Schafer noted his desire for the applicant to receive sufficient clarification on this item today and not have to return to the CHB. Board Member Schafer requested clarification from Staff as to what transpired at the last CHB hearing on this item. Dillan Murray, Staff, noted that this item was previously heard on July 26, 2021, and the CHB provided preliminary recommendations at that time, but did not act on the item. The recommendations #1-4 outlined in the May 23, 2022 Staff Report reflect the CHB's preliminary recommendations identified previously.

Board Member Schafer noted that the Historic Resources Report found the site did not have sufficient integrity when looked at as a potential district, but stated his belief that the derrick is historic. Board Member Schafer that the rest of the site appears eligible as a Point of Interest based on the report. Board Member Schafer concurred that HAER photography is appropriate for the site and that a request for Cultural Heritage Site designation come back to the CHB.

Board Member Schafer suggested that an interpretive program might include an element or piece that is accessible along the public right of way and contains information on why the derrick is significant beyond just text. The piece could include photos and materials significant to the site and made to fit into the location. In addition, some sort of perimeter could be established around the site to protect remaining elements.

Board Member Schafer noted his desire that the derrick be kept as a monument to the site's historical use. Board Member Schafer stated his view that the derrick appears eligible for listing in the California Register of Historical Resources and the National Register of Historic Places for its architecture and design, and recommended that the applicant pursue designation.

Chair Fernandez inquired as to the applicant's plans to repair the derrick.

Mr. Hecht noted that the applicant team agrees with designation of the site as a Point of Interest, but will need to consider the implications of listing in the California Register of Historical Resources (California Register) and the National Register of Historic Places (National Register).

Mr. Simonson noted there is a well directly beneath the derrick. The applicant teams plans to remove the well and is studying options for doing so. As part of any removal, the derrick may need to be braced, but would not be damaged.

Board Member Schafer noted that listing in the California Register and National Register would still allow for modifications. Further, the derrick may be considered a historical resource in future projects even if not listed in the California and National Registers.

Board Member Kulwiec inquired as to what will happen to the ground in relation to the adjacent agricultural uses. Mr. Hecht noted there is no answer as to the anticipated end uses of property, although it is likely to be agriculture related. The applicant team is focused on cleaning up the site at this time.

Mr. Hecht suggested that the CHB consider adding a recommendation for the applicant team to evaluate the potential for listing the derrick in the California and National Registers to allow the project to move forward. Dillan Murray, Staff, suggested that any such recommendation include the anticipated timeline for doing so.

Board Member Schafer recommended that the applicant's historic consultant update the historic report to evaluate the eligibility for listing the derrick on an individual basis. Mr. Hecht stated that it's possible to return to the CHB with a Point of Interest application within 6 months and provide an updated analysis on the derrick to Staff.

Board Member Schafer made a motion to approve Staff's recommended actions with the following recommendations to the applicant:

- **Recommendation #1: HABS/HAER/HALS Photo Documentation.** Prior to demolition activities, the project applicant should submit photographic documentation of the property prepared to the Historic American Buildings Survey (HABS)/Historic American Engineering Record (HAER)/ Historic American Landscapes Survey (HALS) standards by a qualified professional familiar with HABS/HAER/HALS guidelines. A digital proof of the photo documentation should be provided to CHB Staff for approval and determination of consistency with The Secretary of Interior's Guidelines for Architectural and Engineering Documentation. The photo documentation should consist of the following:
 - As determined by the HABS/HAER/HALS professional, a sufficient number of photographic views so as to convey the property and its identified historic contributors following clearance of overgrowth and debris and removal of plywood coverings/obstructions;

- Photographs should include character-defining features. The historic consultant may assist in identifying features and views to be included in the photo documentation;
 - HABS/HAER/HALS standards will require the original negatives having a minimum size of 4"x5" and production of one set of large-format, black-and-white, film photography on 8.5 x 11 inkjet mount cards;
 - Photographs must include a photo key index and photo key map.
- Submission of one set of digital scans in PDF digital form to CHB Staff;
 - Donation of final film negatives and prints to both the Library of Congress and Museum of Ventura County accompanied by the photo key index, photo key map, and written data report (historic resources report); and
 - Provide to CHB Staff a letter from the library/museum acknowledging receipt of the photo documentation..
- **Recommendation #2: Point of Interest Designation.** Within 6 months, the project applicant should apply for designation of their property as a County of Ventura Point of Interest. A commemorative plaque is recommended to be placed at the site by the applicant describing the site's historic significance, with review and comment to be provided by the CHB at a future date.
 - **Recommendation #3:** Retain the oil derrick on site.
 - **Recommendation #4:** Create an interpretive program related to the historic significance of the site. As part of this program, the applicant should prepare aerial drone videography of the site prior to demolition of structures. Videography may be stored on the CHB website.
 - **Recommendation #5:** Within 6 months, apply for local landmark status for the derrick.
 - **Recommendation #6:** Within 6 months, nominate the oil derrick to the National Register, if feasible

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

8. **NEW ITEMS**

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.

Presentation by Staff: Dillan Murray, Staff, presented a PowerPoint presentation outlining photos of previous exhibits and described what has been included in the past.

Discussion and Deliberation:

Chair Fernandez stated that the Fair has been canceled for a few years due to the pandemic. Chair Fernandez noted that he made most of the exhibits previously, along with the trellis. Chair Fernandez noted his desire to see recently designated landmarks reflected in the display.

Board Member Schafer stated he took photos of the Noble Oaks Estate.

Chair Fernandez inquired about featuring the Preston-Butler Residence, a County landmark. Dillan Murray, Staff, stated that he will reach out to the property owner's representative.

Board Member Schafer stated that he has photos of Thacher School and the Clif May mall in Bell Canyon.

Board Member Cline inquired as to what the intended overall message is, and recommended that the exhibit reflect people who have stepped up and done good preservation work.

Chair Fernandez recommended the creation of an ad hoc committee for the Fair display. CHB Members agreed that Members Fernandez, Cline, and Blum would constitute the ad hoc committee.

Dillan Murray, Staff, stated that he would reach out to the ad hoc committee with ideas and next steps.

9. **REPORTS**

9a. Board Member Reports

Board Member Schafer reported that the California Preservation Foundation (CPF) workshop is coming up.

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.

9b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that the CPF conference will be held in June. Next, Mr. Murray reported that the June 13th hearing will be canceled, although two Mills Act contract applications are anticipated to be heard on June 27th. Lastly, Mr. Murray reported that the Cultural Heritage Ordinance Update will go to the Board of Supervisors on July 12th and July 26th.

Tricia Maier, Staff, noted that the July 12th Board of Supervisors hearing will be held in a hybrid format. Staff will be meeting with Board aides to provide background on the proposed amendments.

10. NEXT MEETING

The next regularly scheduled meeting was reported to be June 27, 2022.

11. ADJOURNMENT

At 3:13 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

09/27/22
Date



Ventura County Cultural Heritage Board (CHB)

June 27, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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 (Chair), Linda Plaks, Gary Blum, Stephen Schafer, and John Kulwicz (arrived late)

CHB Members Absent:

Ricki Mikkelsen and Tyson Cline

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division
Susan Curtis, Assistant Planning Director, Planning Division

3. **APPROVAL OF AGENDA**

3a. Vote to approve the June 27, 2022 Agenda

Board Member Blum made a motion to approve the June 27, 2022 Agenda.
Board Member Schafer seconded the motion. Motion passed 4-0.

4. **CONSENT ITEM**

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

Board Member Kulwicz arrived to the virtual hearing at this time.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

7a. Location: Bella Vista Ranch (County Landmark #180), 4106 Thacher Road, Ojai, CA 93023 (unincorporated Ventura County; Supervisorial District 1 – LaVere).

Action: A request to establish a Mills Act Historical Property Contract for Ventura County Landmark No. 180 (Bella Vista Ranch) located at 4106 Thacher Road, Ojai, CA 93023. (Case No. CH21-0040).

Disclosures: None.

Presentation by Staff: Dillan Murray, 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. **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. **APPROVE** findings one through four as follows:
 1. The Dudley and Anne Crawford DeZonia Family Trust, dated September 14, 2016, possesses and owns real property located at 4106 Thacher Road, Ojai, Ventura County, California;
 2. The property is a qualified historical property that is privately owned, not exempt from property taxation and is designated as Ventura County Historical Landmark No. 180;
 3. The owner desires to carry out the relevant purposes of the California Government Code for the entire site and structures thereon; and
 4. The owner desires to limit the use of the historical property, 4106 Thacher Road, Ojai, CA 93023, to retain its characteristics as a property of historical significance; and

4. **ADOPT** a Resolution (Exhibit 3) recommending that the Board of Supervisors approve a Mills Act Historical Property Contract for the Bella Vista Ranch property.

Public Comments: None.

Discussion and Deliberation:

Odom Stamps with the applicant team was available to answer any questions regarding the proposed rehabilitation schedule and Judy Triem with San Buenaventura Research Associates was available to answer any questions on the property's history.

Board Member Schafer recommended inserting information regarding the property's period of significance into the Contract Exhibit B along with a window schedule. Board Member Schafer noted his view that the rehabilitation schedule should be concentrating on features from the property's period of significance and removing items outside of that period.

Chair Fernandez noted his view that the rehabilitation schedule prioritizes repairing windows rather than replacement, if feasible.

Mr. Stamps noted that the applicant team was not targeting a specific dollar amount through the rehabilitation schedule.

Ms. Triem noted that windows would be repaired, or replaced in kind if not feasible. Mr. Odom noted that he could amend the rehabilitation schedule language to describe the proposed work as window repair and maintenance.

Anne Crawford DeZonia, property owner, clarified that the roof over the living room was mostly designed by Chalfant Head during the McNell family's period of significance. Board Member Schafer noted he was comfortable with keeping the roof replacement in the schedule.

Anne Crawford DeZonia, property owner, noted that the intent of the year 10 item is to rehabilitate the non-original interior wood floors with a more period-appropriate flooring.

Board Member Schafer recommended wording revisions to years 5, 6, and 10 in the rehabilitation schedule, and the addition of the property's period of

significance into the Contract Exhibit B along with a window schedule. The applicant team was amenable to the revisions.

Board Member Schafer made a motion to adopt Staff's recommended actions with the aforementioned revisions. Board Member Plaks seconded the motion. Motion passed 5-0.

8. **REPORTS**

8a. Board Member Reports

Board Member Schafer reported that the Baker Foster House in Ventura was noted in a *Ventura County Star* article. Next, Board Member Schafer shared that the Downtown Ventura Survey and Context is moving forward and the Ventura Historic Preservation Commission is recruiting new members.

Chair Fernandez reported that he would have limited availability to work on the Ventura County Fair exhibit.

Other Board Members did not have anything to report.

8b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that the County has secured a booth for the Ventura County Fair and worked to solicit ideas from the ad hoc committee. In addition, the County has Staff available to create graphics and exhibits once direction has been provided. Next, Mr. Murray reported that an upcoming Mills Act contract application is planned to be heard on July 11th. In addition, Mr. Murray reported that the California Preservation Foundation (CPF) conference was held in June. Lastly, Mr. Murray reported that the Johnny Cash house on Nye Road in Casitas Springs is listed for sale, with photos available online.

Board Member Schafer suggested that the CPF session on Native American resources be a future CHB training. Board Member Schafer inquired as to when Board Member Mikkelsen could be anticipated back. Mr. Murray reported that he has not heard from Board Member Mikkelsen, but would check in with Supervisor Park's office to see if they have had contact with Board Member Mikkelsen.

9. **NEXT MEETING**

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

10. ADJOURNMENT

At 2:13 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

Oct. 11, 2022
Date



Ventura County Cultural Heritage Board (CHB)

July 25, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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. **1:15 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**

CHB Members Present:

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

CHB Members Absent:

Stephen Schafer

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division
Tricia Maier, Manager, Planning Programs Section, Planning Division

3. **APPROVAL OF AGENDA**

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

Board Member Plaks made a motion to approve the July 25, 2022 Agenda.
Board Member Cline seconded the motion. Motion passed 4-0.

4. **CONSENT ITEM**

Board Member Cline 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 4-0.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW ITEMS**

7a. Location: Noble Oaks Estate (County Landmark #182), 76 Oak Drive, Ojai, CA 93023 (unincorporated Ventura County; Supervisorial District 1 – LaVere).

Action: A request to establish a Mills Act Historical Property Contract for Ventura County Landmark No. 182 (Noble Oaks Estate) located at 76 Oak Drive, Ojai, CA 93023. (Case No. CH22-0007).

Disclosures: None.

Presentation by Staff: Dillan Murray, Staff, presented a PowerPoint presentation outlining the property location, background, history, request, 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. **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. **APPROVE** findings one through four as follows:
 1. John M and Mary Cuthbert, Trustees of The Cuthbert Family Trust, possess and own real property located at 76 Oak Drive, Ojai, Ventura County, California;
 2. The property is a qualified historical property pursuant to Section 50280.1 of the California Government Code that is privately owned, not exempt from property taxation and is designated as Ventura County Historical Landmark No. 182;
 3. The owner desires to carry out the relevant purposes of the California Government Code commencing with Section 50280 for the entire site and structures thereon; and
 4. The owner desires to limit the use of the historical property, 76 Oak Drive, Ojai, CA 93023, to retain its characteristics as a property of historical significance; and

4. **ADOPT** a Resolution (Exhibit 4) recommending that the Board of Supervisors approve the proposed Mills Act Historical Property Contract for the Noble Oaks Estate property (Exhibit 1)

Public Comments: None.

Discussion and Deliberation:

John and Mary Cuthbert, property owners, were in attendance. Mr. Cuthbert inquired as to next steps in the process. Dillan Murray, Staff, stated that following the CHB's hearing, this item would be heard by the Board of Supervisors in early November.

Mr. Cuthbert inquired as to when a reduction in property taxes might be seen. Dillan Murray, Staff, stated that the Assessor's office uses January 1st to determine assessed values. If a Mills Act contract is approved and record prior to that date, the Mills Act value would be established in June 2023.

Mr. Cuthbert inquired as to the anticipated amount reduction in property taxes. Dillan Murray, Staff, stated that the Assessor's office looks at a variety of factors when re-assessing a property each year, and the outcome of this assessment changes year to year. The Assessor's office does not guarantee a property tax reduction from the Mills Act.

Mr. Cuthbert inquired as to whether maintenance items should be included in the Ten-Year Rehabilitation Plan that are not directly related to the architecture of the residence or that would not be used in the Assessor's valuation. Chair Fernandez stated that items such as plumbing or climate control are integral to the overall health and longevity of a residence. Tricia Maier, Staff, stated that the Ten-Year Rehabilitation Plan has no influence on the Assessor's valuation of the property. The Board of Supervisors would be evaluating the plan and whether the CHB recommends adoption of the contract. Following this, the Assessor's office determines the property tax reduction, and this is separate from the Mills Act contract itself.

Mr. Cuthbert inquired as to when he needs to sign the application. Dillan Murray, Staff, stated that, if the Board of Supervisors approves the contract, the property owner would need to have their signature on the contract notarized. Following this, the contract would need to be recorded with the County Clerk and Recorder's Office prior to January 1st.

Board Member Blum stated that he does not have any concerns and felt the Ten-Year Rehabilitation Plan was appropriate.

Chair Fernandez inquired as to whether previously completed work could be included in the Ten-Year Rehabilitation Plan. Dillan Murray, Staff, noted his understanding that there is nothing that would preclude that.

Mr. Cuthbert inquired as to whether the list of previously completed work items would be included in the Ten-Year Rehabilitation Plan. Dillan Murray, Staff, stated that he would need to confirm whether it could be included in the recorded Mills Act contract, but that, in any case, the Board of Supervisors would see the list in their hearing packets.

Board Member Plaks made a motion to adopt Staff's recommended actions. Board Member Blum seconded the motion. Motion passed 4-0.

8. REPORTS

Board Member Kulwiec arrived virtually at this time.

8a. Board Member Reports

Board Member Plaks reported on commercial development on High Street in Moorpark.

Board Member Blum requested an update from Staff on a residence under construction in the 400 block of South G Street in Oxnard. Dillan Murray, Staff, noted that Oxnard city staff most recently advised that plans were under review at the City's Planning and Building departments. Mr. Murray noted that he would follow up with Oxnard city staff again.

Chair Fernandez reported that he now lives in Supervisorial District 1 following the redistricting.

Other Board Members did not have anything to report.

8b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that the Board of Supervisors held their first reading of the proposed Cultural Heritage Ordinance on July 12th, with a second reading and potential adoption scheduled for their hearing on July 26th. Next, Mr. Murray reported that Ricki Mikkelsen has resigned from the CHB. Mr. Murray read Ms. Mikkelsen's letter of resignation into the record.

Chair Fernandez inquired as to whether the CHB could send Ms. Mikkelsen a card. Dillan Murray, Staff, stated that he could initiate a digital greeting card and circulate it.

Lastly, Mr. Murray reported that, due to limited volunteer time, the planned CHB exhibit at the Ventura County Fair has been withdrawn. Staff will work with the ad hoc committee on a new Fair exhibit to be debuted next summer.

9. NEXT MEETING


The next regularly scheduled meeting was reported to be August 22, 2022.

10. ADJOURNMENT

At 1:49 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

Oct. 11, 2022
Date



Ventura County Cultural Heritage Board (CHB)

August 29, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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 1057 BRIGGS ROAD, SANTA PAULA, CA 93060 FOR A PUBLIC TOUR**

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

CHB Members Present:

Miguel Fernandez (Chair)

CHB Members Absent:

Tyson Cline, Gary Blum, John Kulwicz, Linda Plaks, and Stephen Schafer

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division

Tricia Maier, Manager, Planning Programs Section, Planning Division

Neal Subic, applicant, and Matt Perrett, property owner, led a public tour of the exterior and interior of the structures at the property.

3. **ADJOURN UNTIL 1:15 P.M. MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD**

4. **1:20 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 (Chair), Tyson Cline, Gary Blum, John Kulwicz, Linda Plaks, and Stephen Schafer (arrived late)

CHB Members Absent:

None

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division

Tricia Maier, Manager, Planning Programs Section, Planning Division

6. **APPROVAL OF AGENDA**

6a. Vote to approve the August 29, 2022 Agenda

Board Member Plaks made a motion to approve the August 29, 2022 Agenda. Board Member Cline seconded the motion. Motion passed 5-0.

7. CONSENT ITEM

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

8. PUBLIC COMMENTS

None

9. CONTINUED ITEMS

None

10. NEW ITEMS

Board Member Schafer arrived to the virtual hearing at this time.

10a. Location: E.E. Gerry Residence, 1057 Briggs Road, Santa Paula, CA 93060 (unincorporated Ventura County; Supervisorial District 3 – Long).

Action: A request for a Certificate of Appropriateness (COA) (Cultural Heritage Ordinance (CHO) §1366) for the demolition of an existing 1,200 square foot (sq. ft.) residence, a 2,160 sq. ft. storage/garage building, and a 2,000 sq. ft. paved parking area at a property addressed as 1057 Briggs Road, Santa Paula, CA 93060. (Case No. CH22-0009).

Disclosures: Board Member Schafer disclosed that he has access to a book on architect Selwyn Shaw and additional materials on Victorian-style homes that other Board Members do not have access to.

Dillan Murray, Staff, disclosed information on the morning site tour. At the tour, the applicant team led attendees on a walkaround of the exterior of the property and interior of the residence, garage building, and shed. During the tour, building issues were pointed out, including damage to the foundation, front porch, windows, roofing, and siding. In addition, a rear addition and lean-to addition were identified at the residence. Discussion points included the question of retaining the original portion of the residence. The applicant

team noted potential challenges with this in terms of viability. Additionally, the point was raised that the historic building code could potentially be used at the property and the original building materials at the property were noted as being of high quality. At the tour, Staff noted that any future project would come back to the Cultural Heritage Board for review and comment.

Presentation by Staff: Dillan Murray, 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** whether the proposed project meets the requirements of the Ventura County Cultural Heritage Ordinance Section 1366-3(d);
3. If the requisite finding can be made based on the preceding evidence and analysis, **APPROVE** the Certificate of Appropriateness (Cultural Heritage Ordinance [CHO] § 1366) with any Cultural Heritage Board or Staff recommendations determined necessary to better conform to the *Secretary of the Interior's Standards*.

Public Comments: None.

Discussion and Deliberation:

Neal Subic, applicant, and Matt Perrett, property owner, were in attendance.

Board Member Schafer inquired as to the applicant's future plans for the property.

Mr. Subic stated that the applicant team intends to replace the residence with a similar, single-story, Victorian-style residence of approximately 1,800 square feet. In addition, the storage building is planned to be replaced with a more ornate barn building with a garage element.

Board Member Schafer noted his preference, from a preservation standpoint, that the entire project be reviewed at one time rather than splitting it into components. Board Member Schafer noted the possibility that the original house be kept as manager's office and a new house built next to it, along with a replacement agricultural storage building, if the zoning

code allows. Board Member Schafer emphasized the importance of architect Selwyn Shaw in the history of the area and the property's likely eligibility for listing in the National Register of Historic Places. Board Member Schafer noted the CHB's goal is preservation of historic resources.

Mr. Subic inquired as to whether there is allowance in the zoning code to allow for a standalone ranch manager's office. Dillan Murray, Staff, noted that he would need to discuss the modified proposal with Permit Administration staff. Mr. Murray noted that the Non-Coastal Zoning Ordinance allows for deviations from the development standards for Cultural Heritage Sites with an approved Planned Development Permit.

Mr. Subic noted that he would discuss modifying the scope of work with the property owner.

Board Member Schafer inquired as to whether the applicant originally planned to retain the main residence and only remove later additions. Mr. Subic stated that he initially explored removing additions and assessing adding square footage to the existing residence. Based on what it would take to accomplish this from a structural standpoint, the proposal instead is to demolish the entire residence and reconstruct at a later date.

Board Member Plaks inquired whether the residence looked more deteriorated in person than in the photos submitted. Chair Fernandez noted his view that the residence is in better condition than anticipated and the original dwelling looked the most intact. The property merits additional consideration prior to demolition.

Board Member Schafer noted his view that the residence was in good condition and retained integrity.

Board Member Cline stated his view that the project warranted a cost benefit analysis of rehabilitation versus reconstruction. In addition, Board Member Cline noted that there is a benefit to retaining the residence. Board Member Cline hoped to see a deeper dive and analysis into the deterioration.

Mr. Subic inquired as to whether a consensus of the Board felt that removal of the garage building was warranted. Mr. Subic noted that the building needed, at a minimum, a new roof and structural improvements.

Chair Fernandez noted his view that he is not committed to saving the barn as it does not appear directly associated with the importance of the residence.

Board Member Schafer noted his view that the barn is not likely original. However, Mr. Schafer would like to see the corrugated material and redwood material salvaged. In addition, Board Member Schafer noted his view that mature plants, the concrete walkway, and the distance from street should all be retained at the house if it is to be preserved.

Board Member Plaks noted that she would like to see photo documentation of the property.

Chair Fernandez inquired as to whether HABS photo documentation would still be warranted if the original residence is retained and only the garage is demolished. Board Member Schafer noted his view that demolition of the residence warranted HABS documentation, but if it is rehabilitated, the rest of the site could instead be photographed in a "HABS-like" manner by a professional photographer in digital form and 8x10 prints could be donated to the Museum of Ventura County and the Planning Division. Photos should capture the site context, where the buildings sit on the street, and how the grouping of buildings relate to one another.

Mr. Subic supported continuing the item to provide the applicant team time to discuss modifying the scope of work as discussed.

Board Member Schafer made a motion to continue the item to a future date uncertain. Board Member Cline seconded the motion. Motion passed 6-0.

10b. Location: County-wide.

Action: A resolution of the Ventura County Cultural Heritage Board commending retiring member Rikki Mikkelsen.

Presentation by Staff: Dillan Murray, CHB Staff, read the draft resolution into the record.

Public Comments: None.

Discussion and Deliberation:

Chair Fernandez inquired as to whether the resolution could be formalized in a more attractive format and inquired how staff planned to deliver it? In addition, Chair Fernandez requested the ability to physically sign the resolution.

Dillan Murray, Staff, noted that he would check if the Planning Division has more formal paper to print the resolution on. Mr. Murray noted that it is planned to be mailed to Ricki Mikkelsen and Staff can work with Chair Fernandez to find a time to sign it.

Board Member Plaks inquired as to whether the Board of Supervisors are planning to put something together commemorating Ricki Mikkelsen. Tricia Maier, Staff, noted that this would be Supervisor Park's purview. Staff can share with her office that the Planning Division intends to provide this resolution to Ricki. In addition, Ms. Maier noted that the Planning Division will follow up on the digital thank-you card sent to Ricki with a printed version to be sent in the mail.

Board Member Schafer made a motion to approve the resolution. Board Member Plaks seconded the motion. Motion passed 6-0.

11. REPORTS

11a. Board Member Reports

Board Member Schafer reported that the City of Ventura is conducting outreach for its General Plan update effort. In addition, there is ongoing discussion regarding the future of unused school buildings in Ventura. Lastly, Board Member Schafer reported on discussions regarding future development entitlements in downtown Ventura.

Board Member Blum reported that a proposed residential project in the City of Oxnard near Meta Street and 6th Street is soliciting input on an art mural component. Board Member Blum recommended to the developer that the mural incorporate elements of the neighborhood's residential history and uses. Next, Board Member Blum reported that the Maulhardt Farm Park in the City of Oxnard is going for National Register of Historic Places status in mid-October.

Board Member Kulwiec reported that the Santa Paula homeless shelter is expanding, but the project is having difficulties sourcing building materials.

Chair Fernandez reported that he drove through downtown Santa Paula following the morning site tour.

Other Board Members did not have anything to report.

11b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that the revisions to the Cultural Heritage Ordinance were unanimously adopted by the Board of Supervisors on July 26th and the revised Ordinance is now in effect as of August 25th. Next, Mr. Murray reported that the CHB previously requested an update from Staff on a property addressed as 421 South G Street in the City of Oxnard. Mr. Murray noted that Staff reached out to Oxnard city staff for an update; there has been no activity on this case and Oxnard city staff intend to reach out to the property owner again.

Tricia Maier, Staff, noted that the County received a notice regarding the State Historical Resources Commission meeting scheduled for Friday, October 21st at 9:00 am via Zoom for consideration of listing the Maulhardt Farm on the National Register.

Board Member Schafer inquired about a statement sent by Staff to remind all Board Members to maintain high professional standards when conducting business. Tricia Maier, Staff, noted that no action is needed by the CHB on the statement, and that Staff were simply requested by the CEO's Office to forward the information to all County boards and commissions.

12. NEXT MEETING

The next regularly scheduled meeting was reported to be September 12, 2022.

13. ADJOURNMENT

At 2:24 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

09/27/22
Date



Ventura County Cultural Heritage Board (CHB)

September 26, 2022 Final Meeting Minutes

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • 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. **1:19 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), Tyson Cline, Lawrence Yee, Linda Plaks, John Kulwiec (arrived late), and Gary Blum (arrived late)

CHB Members Absent:

Stephen Schafer

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division
Tricia Maier, Planning Programs Manager, Planning Division

3. **APPROVAL OF AGENDA**

3a. Vote to approve the September 26, 2022 Agenda

Board Member Plaks made a motion to approve the September 26, 2022 Agenda. Board Member Cline seconded the motion. Motion passed 4-0.

3b. Vote to approve the August 29, 2022 Meeting Minutes

3c. Vote to approve the May 23, 2022 Meeting Minutes

Board Member Cline made a motion to approve the August 29, 2022 and May 23, 2022 Meeting Minutes. Board Member Plaks seconded the motion. Motion passed 3-0 (Board Member Yee abstained).

4. **CONSENT ITEM**

Board Member Yee made a motion to adopt the resolution authorizing continued remote teleconference meetings of the Cultural Heritage Board. Board Member Plaks seconded the motion. Motion passed 4-0.

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

7a. **Location:** Brandeis-Bardin Campus, American Jewish University, 1101 Peppertree Lane, Simi Valley, CA 93064 (unincorporated Ventura County; Supervisorial District 4 – Huber).

Action: A request for a Certificate of Appropriateness (COA) (Cultural Heritage Ordinance (CHO) §1371) and environmental review related to a proposed Modification of Conditional Use Permit 1776 (Case No. PL22-0032) at the Brandeis-Bardin Campus of American Jewish University, located at 1101 Peppertree Lane adjacent to the City of Simi Valley and the Santa Susanna Knolls Area. The proposed project includes the demolition of six existing structures and construction of approximately 41,000 square feet (sq. ft.) of new accessible camper housing and bathrooms, replacement of existing administration buildings and staff lounge with a 6,000-square-foot Welcome Center and associated parking area, the addition of an exterior open-air shaded pavilion, and landscaping improvements. (Case No. CH22-0022).

Disclosures: None.

Presentation by Staff: Dillan Murray, 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. **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 through Step 3 (Exhibit 5), based on the preceding evidence and analysis;
3. **FIND** whether the proposed project meets the requirements of the Ventura County Cultural Heritage Ordinance Section 1371-4(b); and

4. If the requisite finding can be made based on the preceding evidence and analysis, **APPROVE** the Certificate of Appropriateness (CHO Section 1371-4) with any recommendations determined necessary to better conform to the *Secretary of the Interior's Standards*.

Public Comments: None.

Discussion and Deliberation:

Jon Friedman, applicant, and Marco Marraccini, architect, were available to answer questions.

Board Member Plaks inquired as to whether any trees will be removed. Mr. Friedman noted that as part of the environmental review process, the applicant hired an arborist to review trees against the County's Tree Protection Ordinance. As part of this, the number of impacted trees has been revised down to around 30, with around 10-20 proposed for removal.

Board Member Yee inquired as to how close the campus is to the Santa Susana Field Lab. Mr. Friedman noted that the property abuts the facility boundary at its southerly end; however, camp buildings are approximately 0.75 miles from the facility boundary.

Board Member Cline inquired as to how the architect team approached the context of the site, including the House of the Book landmark. Mr. Marraccini noted the massive size of the property and the distance to the House of the Book. The proposed buildings are functional and interspersed across varying topographies. The project is intended to relate to the existing camp and natural environment, including existing trees. Board Member Cline noted how far removed the project area is from the House of the Book landmark.

Board Member Kulwicz arrived to the virtual hearing at this time.

Board Member Blum arrived to the virtual hearing at this time.

Chair Fernandez noted his view that there were no issues with the proposed project.

Board Member Cline made a motion that the proposed project would have no impact on a historical resource, to adopt Staff's recommended findings,

and approve the Certificate of Appropriateness. Motion passed 5-0 (Board Member Kulwiec abstained).

ADJOURNED AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

CONVENED AS THE OXNARD CULTURAL HERITAGE BOARD

- 7b. Location:** 351 S F Street, Oxnard, CA 93030 (Landmark No. 161 - Henry T. Oxnard Historic District and Landmark Area) (Supervisory District 5).

Action: A request for a Certificate of Appropriateness (COA) (Cultural Heritage Ordinance (CHO) §1371) for an attic conversion and related exterior alterations at a residence addressed as 351 S F Street, Oxnard, CA 93030 (Case No. CH22-0024).

Disclosures: None.

Presentation by Staff: Dillan Murray, 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** whether the proposed project meets the requirements of the Ventura County Cultural Heritage Ordinance Section 1371-4(a); and
3. If the requisite finding can be made based on the preceding evidence and analysis, **APPROVE** the Certificate of Appropriateness (CHO Section 1371-4) with any recommendations determined necessary to better conform to the *Secretary of the Interior's Standards*.

Public Comments: None.

Discussion and Deliberation:

Rafael Lopez, applicant/designer, and Cesar and Kelly Ochoa, property owners, were available to answer questions.

Mr. Lopez explained that the intent is to maintain the architecture of the existing residence. Mr. Ochoa noted that the upper window on the façade is currently missing the glass panes.

Board Member Yee inquired as to whether the action on this property would set a precedent for the neighborhood. Chair Fernandez noted the Henry T Oxnard Historic District and Landmark Area is the designated resource, and the homes within it are contributors. Board Member Blum noted there have been other second floor attic conversion projects in the district. At this time, Board Member Blum noted that his home is within 300 feet of the subject property and he recused himself from the discussion.

Board Member Cline made a motion to adopt Staff's recommended actions and approve the Certificate of Appropriateness. Board Member Yee seconded the motion. Motion passed 4-0 (Board Members Kulwicz and Blum abstained).

ADJOURNED AS THE OXNARD CULTURAL HERITAGE BOARD

RECONVENED AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

7c. Location: N/A

Action: Complete training on the following California Preservation Foundation webinar session: *Continuum of Care – Indigenous Cultural Resources*.

Presentation by Staff: Dillan Murray, Staff, played the online webinar, approximately 1-hour in length, described as follows: Hear from tribal representatives about indigenous cultural resource management practice, the opportunities for tribal participation in everyday preservation work, and the challenges of changing the regulatory mindset baked into traditional preservation practice.

8. REPORTS

8a. Board Member Reports

Board Member Yee introduced himself as a new member of the CHB and provided information on his professional background.

Board Member Blum left the virtual hearing at this time.

Board Member Plaks reported that the City of Moorpark is working on their General Plan update.

Other Board Members did not have anything to report.

8b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that on October 10th, the CHB will hear requests for designation of properties as a Ventura County Landmark and Point of Interest. Next, Mr. Murray reported that Staff is revising the CHB's Bylaws to be consistent with the recently adopted Cultural Heritage Ordinance, so that item will come back to the CHB in the near future.

Tricia Maier, Staff, reported that the nomination and appointing of the At-Large CHB Members will be handled by the Clerk of the Board's office and Supervisor LaVere's office. Staff will work to notify the current At-Large CHB Members when those vacancies are posted.

9. NEXT MEETING

The next regularly scheduled meeting was reported to be October 10, 2022.

10. ADJOURNMENT

At 3:27 p.m., the Cultural Heritage Board was adjourned.


Chair
Cultural Heritage Board

ATTEST:



Dillan Murray
Cultural Heritage Program Planner

Oct. 11, 2022
Date

**Attachment C –
Public Outreach Publications**



Public Information- Cultural Heritage Board

County of Ventura • Resource Management Agency • Planning Division
800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • www.vcrma.org/divisions/planning

Purpose

Established in 1966, the Ventura County Cultural Heritage Board (CHB) serves to promote the economic and general welfare of the County. The CHB *works to preserve and protect public and private historic, cultural, and natural resources* of special historical or aesthetic character or interest. When necessary, the CHB also works to preserve, relocate or recreate such resources. These resources can be used for educational purposes, public viewing, and/or kept as their original use.

Members

The CHB is composed of seven members appointed by the Board of Supervisors who volunteer in service to the community and the field of historic preservation.

Responsibilities

The CHB Program, administered by the Resource Management Agency's Planning Division, recognizes historic properties and promotes the identification, inventory, preservation, and protection of these resources for present and future generations. All such efforts are taken to make the residents of visitors of Ventura County mindful of the rich historical, cultural, and natural heritage of the County

Review Process

The CHB's mission is enforced through a review process for project applications related to the *maintenance, alteration, restoration, rehabilitation, remodeling, addition, change of use, demolition, relocation, or subdivision* of a designated Cultural Heritage Site or potential site. The CHB has jurisdiction over all buildings, sites, structures, and districts that are designated or potentially eligible as a Local Landmark, a Site of Merit, a Point of Interest, or District. It reviews the proposed work to those properties to ensure that the significant *architectural and historical features are not adversely affected*. The CHB's objective in reviewing applications for authorization is the preservation of historic fabric and enhancement of those features which caused the historic area or property to be designated.



Queen Anne Victorian Architecture
George Washington Faulkner House in Santa Paula, CA

Eligibility

The CHB views each building and site within an historic area as unique. It also recognizes that the value of each site equals the sum of its individual parts, both new and old. For this reason, *all existing buildings and all new development* are deemed to contribute to the architectural character of the area and all are subject to the review process.

Preservation Incentives

Along with promoting the economic benefits of Historic Preservation, various economic incentives are available. Depending on the type of historic designation applied to the property, the structure may be eligible for the following: State Historic Building Code, Federal and State Rehabilitation Tax Credits, Historic Preservation Easements, Property Tax Reductions such as the *Mills Act Historical Property Contract*, Preservation Grants, Marks Historical Rehabilitation Act, Transfer of Development Rights, and Zoning Deviations. The Mills Act Historical Property Contract Program allows qualifying owners to receive a potential *property tax reduction* and use the savings to help rehabilitate, restore, and preserve their historic property.

Contact

CHB website:

<https://vcrma.org/en/cultural-heritage-board>

Dillan Murray, Program Planner

(805) 654-5042

dillan.murray@ventura.org



Public Information- Cultural Heritage Review

County of Ventura • Resource Management Agency • Planning Division
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Certificate of Appropriateness

A Certificate of Appropriateness (COA) is an authorization issued by the Cultural Heritage Board (CHB) or support staff in accordance with criteria adopted by the CHB. A COA indicates that the *proposed maintenance, alteration, restoration, rehabilitation, remodeling, additions, change of use, demolition, relocation, or subdivision* of a designated Cultural Heritage Site will not adversely affect its cultural heritage values, or unduly compromise the eligibility of a potential site to become a designated Cultural Heritage Site.



Neo-Classical Architecture
Carnegie Library in Oxnard, CA

Historic Resource Categories

Buildings, structures, objects, and sites within a historic district or other cultural resource site are normally divided into two categories: *contributing* and *non-contributing*. Broadly defined, a building or structure is classified as *contributing if it adds to the historic character or integrity of a cultural resource site/district*. It is *considered non-contributing when it does not add to the historic character or integrity of the cultural resource site/district*. Generally, any building or structure less than fifty years old is considered to be non-contributing. Even though the primary concern of the CHB is to protect historic buildings, changes to more recent buildings can have a significant effect on the character-defining features of the historic district and the character of the resource as

it appeared during its period of historic significance. Contributing or non-contributing structures located within a historic district or on a cultural resource site are reviewed through the same process as work on designated historic buildings. This ensures that any proposed changes to a structure *do not have a negative impact on themselves or the surrounding area*.

COAs are required for the following categories of sites and applications: Landmarks, Districts, Demolition of Sites of Merit, Demolition of Potential Sites, and Designated Cultural Heritage Sites seeking a Planned Development Permit pursuant to Section 8107-37 of the Ventura County Non-Coastal Zoning Ordinance. (§1371-1).

Certificate of Review (COR)

A Certificate of Review (COR) is issued by the CHB or support staff in accordance with criteria adopted by the CHB (§1372-2) for which a permit application is received to *construct, change, alter, modify, or remodel* a Site of Merit or potential Cultural Heritage Site in a manner that affects the exterior character-defining features or integrity of the site. Using the *Secretary of the Interior's Standards* as a guide, the CHB (or support staff) reviews and comments upon the permit application and advises the applicant concerning the effects of the proposed action(s) on a Site of Merit or potential Cultural Heritage Site.

How is a COA/COR Approved?

Depending on the type of work proposed and its potential impact upon the historic resource, COAs/CORs are approved in two different ways: *Administrative Review and Cultural Heritage Board (CHB) Approval*. Most COAs/CORs require approval by the CHB; however, the CHB has delegated authority to staff to approve some minor types of modifications, such as reroofing using like-materials, rear yard fences, and patios and wood patio covers not visible from the street. General information on these two types of approval is on the following page.

Administrative Review - Staff Approval

- No public meeting or public notice is required.
- Required documents include an application, site plan, floor plan, elevations, photos and any additional information deemed necessary with required fees to CHB staff. (See the Checklist for Filing a COA/COR)
- The Administrative COA/COR review is complete when CHB staff determines that the proposed work complies with the CHB Ordinance, the Secretary of the Interior's Standards, also known as The Standards, and the CHB administrative approval resolution. Staff may set any conditions on an approved application to ensure compliance with the adopted Ordinance and Standards. If the proposed work is approved, an Administrative COA/COR will be issued, generally within one to three business days.
- If it is determined that an application does not comply with the CHB Ordinance, the Secretary of the Interior's Standards and the CHB administrative approval resolution, CHB staff shall provide technical assistance to the applicant to ensure compliance. If an applicant is unwilling to make modifications to the submitted proposal, the application shall be forwarded to the CHB for consideration in accordance with the procedures for Board members' review.
- The owner or applicant obtains any other necessary ministerial permits.
- Certificate expires in one year but may be renewed, if necessary.
- Contact CHB staff immediately if plans change during construction. Changes are often accommodated by staff.

Cultural Heritage Board Review - Requires Public Hearing

- Meetings are conducted on the second and fourth Mondays of every month at 1:15 pm in the Ventura County Government Center, Hall of Administration (date and meeting room location are subject to change).
- It's recommended that applicants schedule an appointment with CHB staff to discuss the project before submitting an application. Required documents include an application, site plan, floor plan, elevations, photos and any other documentation staff determines necessary with the required fees. (See the Checklist for Filing a COA/COR) Applications must be submitted with all pertinent documentation, at least fifteen calendar days prior to the regularly scheduled meeting.
- Written comments and recommendations for action will be prepared by CHB staff. Staff reviews may be routed through other departments to request comments pertaining to other regulations or ordinances which might apply.
- Copies of the staff report may be sent to applicants, neighborhood associations, and any interested parties prior to the public hearing.
- The applicant is advised to attend the CHB public hearing to present information to the CHB members. If the applicant is unable to attend the meeting, a representative may be sent to present information and answer questions.
- The CHB may approve, approve with applicant modifications, deny, or continue the project to a future public hearing.
- If the CHB or staff find that the application is inadequate to take appropriate action on a case, the application shall be returned to the applicant. CHB members may request an applicant to provide any additional information they find necessary to make a fair and equitable decision.
- If an application is denied, the CHB shall state its findings for denial. These findings shall be provided to the applicant in writing. An aggrieved party may appeal a denial to the Board of Supervisors by filing an appeal application with the Planning Director within ten calendar days (or the following work day if the tenth day falls on a weekend or holiday) of such decision.
- If an application is approved, a COA shall be issued. The CHB has the authority to set any conditions on an approved application to ensure compliance with the adopted guidelines and the Standards.
- The owner or applicant shall obtain any other necessary permits.
- The COA/COR expires in one year but may be renewed, if necessary.
- Contact CHB staff immediately if plans change during construction. Changes are often accommodated by staff.

Contact

CHB website:

<https://vcrma.org/en/cultural-heritage-board>

Dillan Murray, Program Planner

(805) 654-5042

Dillan.Murray@ventura.org

Finding Hidden Gems

Researching the History of Your Historic Property

Each historic property, no matter how insignificant, has a story to tell. History is not always about the biggest homes or the wealthiest people, it is about family, a community, a nation. A little hard work and research can help you *unearth the hidden gem in your community!*

Getting Started

The first step in *historical research* is almost always *documentation*; that is, tracing the history of the building or other historic resource of interest. Whether your goal is to pursue a nomination to the Register of Historic Places, to place a historical marker at a site, or simply to satisfy your curiosity about something important to the history of your community, you might need a *few tips on where to begin* your research and on what types of sources are available. Though these tips focus on buildings rather than other types of historic resources, many of them are applicable to all types.

The Building

Start with the building itself. Examine it carefully, both inside and out. Take precise notes on its current appearance: the building materials, style, and shape, as well as the number and *style of windows and chimneys* and the *appearance and material of the roof*. Some basic roof types can be seen below. All of these features may be clues to the *date of construction*.



Gable



Hip



Offset Gable



Truncated Hip



A-Frame



Pyramidal



Flat



Gambrel

The Occupant

Another preliminary source of information is the people that have lived, worked, gone to school, or worshipped in or around the building. Talk to the *owners* or *occupants*, both current and former, and ask them questions. Who built it? Why? Who was the *architect* or builder? Have there been any *alterations*? When and why did they occur? Ask to see and make copies of any old *photographs*, papers, etc. that will assist you in determining the history of the building.

The Documents

Many types of documents can help you *trace the history of the building* - from deeds and tax records in the County Recorder's Office to printed maps in the County Public Works Agency Survey and Mapping Division, and published city directories in libraries and archives. Begin with those outlined below.

County Recorder's Office

County Recorder's Office can provide you with a chain of title to establish the history of ownership of the property. You will need the name of the current owner and the current address to begin your search. Don't be afraid to ask for help. For very old properties, you may be end up the county or state archives. Other types of documents that you may be able to locate at the County Recorder's Office, include wills and probate records; these can also be of assistance if you have a break in the chain of title. Building permits did not exist until the late nineteenth century, but if you are researching a twentieth century property, these can be valuable. County Assessor's Records are also valuable when determining the estimated age of a building. Most, importantly, take good notes. Knowing where you got a piece of information, down to the book and page number, will come in handy later.

Plans and Permits

Architectural plans, like building permits, are probably not available unless you are working with a relatively recent and sophisticated building. But if they do exist, they can be a marvelous resource, showing detailed floor plans, measurements and even placement of windows and doors.

Maps

Maps can be particularly useful when researching historic buildings. From the 1870s to about 1950, the Sanborn Fire Insurance Company periodically issued maps detailing the buildings in cities and towns. These color-coded maps show street names and addresses and provide information about the size of a building, its construction materials, and even details about plumbing and electrical systems. Start with the most recent map for your area and work backward; if your building is on one map, but not on the map previously issued, there is a strong possibility it was built in the years between the publication of those two maps. These maps are available at the Museum of Ventura County, located at 100 East Main Street, Ventura CA 93001.

City and County Directories

City and County directories list the names, addresses, and occupations of adult residents of a political subdivision in which that person, business, etc. was located and usually list businesses and addresses as well. Directories usually are organized both alphabetically by last name, as well as addresses by street, so the history of a property can be traced through its address, not just through its owner. Note that addresses change over time, 123 Main Street may not be at the same location as it was 75 years ago. Microfiche city directories can often be found in county libraries and historical societies.

Published Histories

Published town or county histories, though of widely varying quality, often provide valuable information on the development of a city, town, or county. The typical county history will rarely address a particular building unless it was significant to the community as a whole, such as a courthouse, railroad depot, church, or school. Such histories can often be found in county libraries.

United States Census

The United States Census, available for every year ending in “0” from 1790 to 1940 (except 1890), provides information about individual households, including the head and size of the household and also (beginning in 1850) information about every individual living in a household, including his or her birthplace, occupation, education, and amount of property owned. Slave schedules for 1850 and 1860

provide information on the numbers of slaves an individual owned. Agricultural and industrial schedules for 1850, 1860, 1870, and 1880 list the types of crops, livestock, and products produced on a farm or plantation and the number of employees and types of products manufactured by a business.

Newspapers

Newspapers can provide rewarding information if you have the time and patience to review them. They usually are not indexed, however, and you may spend a great deal of time reading the newspaper for little to no information directly related to your search. They are most useful if you can identify a very small period of time to research or a specific date, such as the deathdate of an individual, whose obituary may be a valuable source. They provide information related to the owner or occupant of a building, the construction and opening of public buildings, churches, or businesses, or major events, such as floods, fires, hurricanes, or other local disasters that might have changed the built environment. Newspapers are usually available in county or university libraries, and local archives or historical societies, often on microfilm. The Oxnard Public Library also has a large newspaper collection. Research of the Oxnard Press Courier newspaper (and its earlier names) is available on the following online historical newspaper site:

<https://sites.google.com/site/onlinenewspapersite/Home/usa>

State Office and University

The South Central Coastal Information Center (SCCIC) at California State University Fullerton is one of twelve regional information centers that comprise the California Historical Resources Information System (CHRIS). CHRIS works under the direction of the State Parks Office of Historic Preservation and the State Historic Resources Commission to supply information on historic resources (e.g. location, age, size, age, etc.) and surveys within Ventura, Los Angeles, and Orange Counties per CHRIS standards. Information about historical resources is maintained in various forms such as 7.5 USGS Quadrangle Maps, historical resource records and reports, and computerized data. The SCCIC website is:

<https://anthro.fullerton.edu/scbic>

A fee is charged for maintaining the information and any assistance provided.

Content adapted from the South Carolina State Historic Preservation Office Document titled, “Finding Historic Gems: Researching the History of Your Historic Property” (2012)



Información Pública

County of Ventura • Resource Management Agency • Planning Division
800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • www.vcrma.org/divisions/planning

Certificado de Idoneidad

Certificado de Idoneidad (COA) es emitido por el Comité del Patrimonio Cultural (CHB) o personal de apoyo de acuerdo con el criterio que adopto el CHB. Un COA establece que el *mantenimiento propuesto, la alteración, la restauración, la rehabilitación, la remodelación, las adiciones, el cambio de uso, la demolición, la relocalización, o la subdivisión* de un Lugar de Patrocinio Cultural *no afectara negativamente* su valor de patrimonio cultural, o comprometer indebidamente la elegibilidad de un lugar con potencial de ser designado Lugar de Patrocinio Cultural.



Arquitectura Neoclásica
Biblioteca Carnegie en Oxnard, CA

Categorías con Recurso Histórico

Edificios, estructuras, objetos, y lugares dentro de un distrito histórico u otro lugar con recurso cultural normalmente se dividen en dos categorías: *contribuyentes* y *no contribuyentes*. Definido en términos generales; un edificio o estructura es clasificado como *contribuyente, si añade al carácter histórico o integridad de un recurso cultural de un lugar/distrito*. Se considera *no contribuyente, cuando no añade carácter histórico o integridad de un recurso cultural de un lugar/distrito*. Generalmente, cualquier edificio o estructura con menos de 50 años de antigüedad se considera no contribuyente. Aunque el cometido primordial del CHB es proteger edificios históricos, cambios en los edificios más recientes podrían tener un efecto significativo en los rasgos de carácter que definen el distrito histórico, así

como el carácter del recurso como aparece durante su periodo con valor histórico. Edificios contribuyentes o no contribuyentes que se encuentran dentro de un distrito histórico o en un lugar de recurso cultural, son revisados a través del mismo proceso de trabajo con edificios designados históricos. Esto asegura que cualquier cambio propuesto a la estructura *no tiene un impacto significativo o negativo en si o en áreas adyacentes*.

COAs son requeridos por las siguientes categorías y temas: Punto de Referencia, Lugar de Interés, Demolición de un Lugar de Merito, Demolición de Lugares con Potencial, y Lugares Designados como Recurso Cultural solicitando un Permiso de Desarrollo Planificado o Permiso con Uso Condicional, de acuerdo con las Secciones 8107-37 a 8107-40 de la Ordenanza No Costera del Condado De Ventura.

Certificado de Revisión (COR)

Un Certificado de Revisión (COR) es emitido por el CHB o personal de apoyo de acuerdo con el criterio que adopto el CHB (§1364-12), el cual establece que la construcción, el cambio, la alteración, la modificación, la remodelación, o la remoción propuesta *afecta significativamente* cualquier Lugar Designado como Recurso Cultural o aquellos lugares con posible elegibilidad de ser designados como tal. De la misma manera, CORs son requeridos para aquellas propiedades elegibles o con potencial de ser Lugar con Recurso Cultural.

Como se aprueba un COA/COR?

Dependiendo del tipo de trabajo propuesto y su posible impacto sobre el recurso histórico, COAs/CORs son aprobados de dos formas diferentes: *Revisión Administrativa* y *Beneplácito por parte del Comité del Patrimonio Cultural*. La mayoría de COAs/CORs requieren la aprobación del CHB; sin embargo, el personal delegado de revisión del CHB puede permitir algunos tipos de modificación menor, como el retechado usando materiales similares, vallas del patio trasero, patios y coberturas de madera no visibles desde la calle. Información general sobre estos dos tipos de aprobación se encuentra en la siguiente página.

Revisión Administrativa – Aprobación del Personal

- Ninguna junta publica, ni ninguna notificación pública es requerida.
- En los documentos requeridos, se incluyen una aplicación, plano de situación, plano del suelo, elevaciones, fotos y cualquier otra información adicional considerada necesaria, junto con cuotas requeridas por personal del CHB. (Ver la lista de verificación para la presentación de un COA).
- La Revisión Administrativa del COA/COR se completa cuando el personal del CHB determina que el trabajo propuesto cumple con la Ordenanza del CHB, Las Normas para la Rehabilitación de la Secretaria del Interior, también conocida como Las Normas, y la Resolución del CHB Numero 2009-1.1. El personal puede establecer condiciones en una aplicación aprobada para asegurar el cumplimiento con la Ordenanza y Normas adoptadas. Si el trabajo propuesto se aprueba, se emitirá una Administración

Revisión del Comité del Patrimonio Cultural – Requiere Junta Publica

- Se llevan a cabo reuniones el segundo y cuarto lunes de cada mes a la 1:15 p.m. en la Sala 311 (Sala De Conferencia Santa Cruz), localizada en la Tercera Planta del Edificio de Administración en el Centro de Gobierno del Condado (fecha y lugar están sujetos a cambios).
- Se recomienda que los solicitantes hagan una cita con el personal del CHB para debatir el proyecto antes de entregar la aplicación.

Los documentos que se requieren incluyen una aplicación, plano del suelo, elevaciones, fotos y cualquier otra información adicional que el personal considere necesaria, junto con las cuotas requeridas (Ver la Lista de Verificación para el Archivo de un COA). Aplicaciones deben ser presentadas, junto con toda la información pertinente, al menos quince días naturales antes de la junta fijada ya establecida.

Los documentos escritos y las recomendaciones de acción se prepararan por el personal del CHB. La revisión del personal podría ser dirigida a través de otros departamentos y requerir aportación respecto a otras regulaciones u ordenanzas que pudieran aplicar.

- Copias del reporte del personal puede ser enviado a los solicitantes, asociaciones de vecindad, y otros grupos interesados, antes de la junta pública.
- Se le avisa al solicitante que atienda a la junta publica del CHB, para así poder presentar información a los miembros del CHB.
- Si el solicitante no pudiera estar presente en la junta, se permite que un representante pueda mostrar información y responder preguntas.

del COA/COR, generalmente en cuestión de uno a tres días hábiles.

Si se determina que una aplicación no cumple con la Ordenanza del CHB, Las Normas para la Rehabilitación de la Secretaria del Interior, también conocida como Las Normas, y la Resolución Numero 2009-1.1. del CHB, el personal debe proveer asistencia técnica al aplicante para asegurar el cumplimiento. Si un aplicante no está dispuesto a realizar cambios a la propuesta de presentación, la aplicación se enviara al CHB para su consideración, de acuerdo con los procedimientos de Revisión por los miembros del Comité.

- El Dueño o aplicante obtiene algún otro permiso ministerial que sea necesario.
- El Certificado caduca un año después pero puede ser renovado, si es necesario.
- Póngase en contacto con el personal del CHB inmediatamente si sus planes cambian durante el proceso de construcción. El personal a menudo acomoda cambios.

-
- El CHB puede aprobar, denegar, o continuar el proyecto en una posible junta posterior.
 - Si el CHB o personal haya de que la aplicación es inadecuada para tomar acciones apropiadas en el caso, la aplicación se devolverá al solicitante. Los miembros del CHB podrían requerir que el solicitante suministre información adicional que sea necesaria para poder establecer una decisión justa y equitativa.
 - Si una aplicación es denegada, el CHB debe exponer sus conclusiones de denegación. Estas conclusiones deben ser proveídas al solicitante por escrito. El CHB acepta solicitudes de reconsideración en casos denegados por el CHB, no más tarde que seis meses de la fecha cuando el CHB tomo la acción. Dichas solicitudes de reconsideración deben ser entregadas por escrito.
 - Si una aplicación es aprobada, se emitirá un COA. El CHB tiene la autoridad de establecer cualquier condición en una aplicación aprobada con el fin de asegurar el cumplimiento con las normas y directrices adoptadas.
 - El dueño o solicitante debe obtener cualquier otro permiso que sea necesario.
 - COA y COR expiran en un año, sin embargo, pueden ser renovadas, si es necesario.
 - Contacte al personal del CHB inmediatamente si sus planes cambian durante el proceso de construcción. A menudo, el personal acomoda cambios.

Contacto

Página web del CHB:

<https://www.vcrma.org/cultural-heritage-board>

Dillan Murray, Program Planner

(805) 654-5052

Dillan.Murray@ventura.org

Attachment D –
Cultural Heritage Board
Priorities for 2022-2023

CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2022 – September 30, 2023

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROPOSED TASKS	NOTES	ACTION TAKEN
1	HIGH	Spring/Summer 2022	Draft Cultural Heritage Ordinance revisions and forward for review by the Cultural Heritage Board (CHB) and to the Board of Supervisors for adoption.	<p>The CHB and Staff previously assessed and documented needed revisions to the Cultural Heritage Ordinance to address existing challenges and issue.</p> <p>The Board of Supervisors approved the Planning Division Work Program to include work on the Cultural Heritage Ordinance amendment in February 2021.</p>	<p>Completed.</p> <p>CHB Staff prepared proposed text amendments to the CHO, which the CHB reviewed at two public hearings in March 2022. The Board of Supervisors reviewed and adopted the proposed amendments in July 2022.</p> <p>CHB Staff updated Cultural Heritage Program handouts and application forms consistent with the revised Ordinance.</p>
2	HIGH	On-going	Evaluate all Mills Act properties under contract to ensure rehabilitation and preservation progress and adherence to contract terms. For any contracts out of compliance, bring them into compliance with necessary next steps.	Annual inspections are needed per contracts; however, this is not consistently accomplished. Staff conducted some inspections prior to the COVID-19 pandemic, but then inspections were put on hold. Many contracts are at or near the end of the 10-year rehabilitation plan timeline.	CHB Staff completed inspections for 13 of 16 Mills Act Contract properties in 2021-2022. Remaining rehabilitation items have been identified and discussed with property owners and will be addressed as necessary on an on-going basis.

CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2022 – September 30, 2023

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROPOSED TASKS	NOTES	ACTION TAKEN
2	HIGH	On-going	Implement new Mills Act Program self-certification process.	<p>This is a new goal beginning with the 2022-2023 reporting period.</p> <p>Periodic inspections by County staff are required by state law to ensure proper maintenance of a property with an approved Mills Act Contract. County staff must inspect the property prior to entering into a Mills Act contract with a property owner, and conduct interior and exterior inspections every 5 years thereafter.</p> <p>In addition, the owner of a property with an approved Mills Act Contract is required to complete the County’s annual reporting form and pay the annual contract administration fee by February 15th of each year.</p>	<p>CHB Staff created a Mills Act Program-specific webpage located at: https://vcrma.org/en/mills-act-program</p> <p>CHB Staff created a Self-Certification instructions webpage located at: https://vcrma.org/en/mills-act-self-certification</p> <p>CHB Staff informed Mills Act Contract holders in the unincorporated Ventura County of the new self-certification process in December 2022. CHB Staff will continue coordinating with City of Oxnard staff to determine when and how to conduct inspections for Mills Act Contract properties in the City of Oxnard.</p>
3	HIGH	On-going	Provide training opportunities for the Cultural Heritage Board on both general historic preservation topics and internal review processes.	<p>Annual training opportunities are provided, including online webinars and resources.</p> <p>The opportunity to attend the annual California Preservation Foundation</p>	CHB Staff will continue this goal into the 2022-2023 period.

CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2022 – September 30, 2023

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROPOSED TASKS	NOTES	ACTION TAKEN
				conference is offered to Cultural Heritage Board members and CHB Staff.	
4	HIGH	On-going	Satisfy annual CLG goals and objectives.	The CHB annually reviews the CLG goals described in the CLG report.	The CHB will review and comment on the draft Annual CLG Report before submission to the State Office of Historic Preservation.
5	MEDIUM	On-going	Provide training to Resource Management Agency Divisions (e.g. Building and Safety and Code Compliance divisions) on the review process for permit requests at designated or potentially eligible cultural heritage sites.	This training/outreach is intended to ensure other Resource Management Agency divisions (e.g. Building and Safety and Code Compliance divisions) and staff are aware of the required cultural heritage review process.	This goal will continue into the 2022-2023 reporting period.
6	MEDIUM	On-going	Provide training to Planning Staff on historic preservation standards and guidelines, the Cultural Heritage Ordinance, application procedures, permitting procedures, Section 106 review, and all areas related to the day-to-day running of the Cultural Heritage Program.	Periodic training of other Planning Division staff on these topics is ongoing.	Cross-training was conducted within the Planning Division on cultural heritage review. CHB Staff will schedule a training with new Planning Counter Staff on the cultural heritage review process on an as-needed basis.

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7	MEDIUM	On-going	Continue to expand the breadth of online historical data available to the public on the Planning Division website.	This includes adding items such as GIS maps, scanned DPR forms, new historic surveys, and historic photographs, as well as links to Ventura County properties listed in the National and State Registers.	<p>Planning Staff began an inventory of digital scans of HABS photography that can be shared.</p> <p>County Staff developed an online interactive map of all Ventura County Landmarks and Points of Interest launched on the CHB webpage. Planning Division Staff will be developing Landmark-specific webpages with photos and content to be linked from the online interactive map with the assistance of an intern in summer 2023.</p> <p>This goal will continue into the 2022-2023 year.</p>
8	MEDIUM	Summer 2023	Install an informational display booth at the Ventura County Fair. The Fair will be held August 2023.	Displays and brochures from past years are stored with the Planning Division.	The display, video, and brochure may be updated and presented at the Ventura County Fair depending on CHB Members' availability and interest.

CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2022 – September 30, 2023

TASK No.	PRIORITY LEVEL (High, Low, Medium)	PROPOSED TIMELINE (where applicable)	PROPOSED TASKS	NOTES	ACTION TAKEN
9	MEDIUM	On-going	Provide training to Planning Staff on historic preservation standards and guidelines, the Cultural Heritage Ordinance, application procedures, permitting procedures, Section 106 review, and all areas related to the day-to-day running of the Cultural Heritage Program.	Periodic training of other Planning Division staff on these topics is ongoing.	Cross-training was conducted within the Planning Division on cultural heritage review. CHB Staff will schedule a training with new Planning Counter Staff on the cultural heritage review process.
10	MEDIUM	Spring 2022	Assess and document needed revisions to the County Initial Study Assessment Guidelines (ISAG) related to historic preservation.	Revisions to the County ISAGs require Board of Supervisors approval. As such, this would be coordinated during the Planning Division's comprehensive ISAGs update.	CHB Staff reviewed the proposed ISAGs and identified revisions to be incorporated to the historic and cultural resources sections. The revised ISAGs are anticipated to be reviewed and approved by the Ventura County Board of Supervisors in late 2023.
11	MEDIUM	On-going	Satisfy goals from the County's approved Historic Preservation Plan.	Examples: Updating the existing surveys, promoting preservation through new brochures, tours and events.	CHB Staff will coordinate revisions to the preservation award templates used previously. The CHB may identify and award

CULTURAL HERITAGE BOARD PRIORITIES
October 1, 2022 – September 30, 2023

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				Promote the field of historic preservation through preservation awards to be issued by the CHB. Awards may be listed on the CHB website.	preservation certificates to deserving recipients as desired.
12	LOW	As staff resources are available.	De-list County Landmarks and Sites of Merit within unincorporated areas that no longer exist or do not meet established integrity standards.	<p>Dependent on staffing and cost.</p> <p>De-Listing is not considered a project under CEQA, so no environmental review is required.</p> <p>Staff estimates there are approximately 12 County landmarks eligible for de-listing. County staff to work with property owners to provide options for landmark compliance, where minor changes would be sufficient and feasible to maintain the landmark status.</p>	This goal was not accomplished. It will continue as a 2022-2023 goal.
13	LOW	Unknown	Create an architectural design guide handout similar to the one used by Rehab Riverside Right for the Oxnard Historic District.	When a Planning intern is available with desktop publishing skills, photos of the applicable district architectural styles can be taken, and text revised and adapted to fit the context of the Oxnard Historic District.	This goal was not accomplished. It will continue as a 2022-2023 goal.

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14	LOW	On-going	Inventory and screen County of Ventura-owned properties and Public Works Capital Improvement Projects for the presence of designated or potentially eligible cultural heritage sites.	Planning Division Staff review the Capital Improvement Projects list each spring.	CHB Staff will coordinate with Planning Division Staff as necessary to review the Capital Improvement Projects list when it is made available spring of each year.