



Ventura County Cultural Heritage Board November 13, 2023 Meeting Agenda

County of Ventura • Resource Management Agency

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

Notice is hereby given that on **Monday, November 13, 2023**, at **1:15 p.m.** the Ventura County Cultural Heritage Board (CHB) will convene for a public hearing to held at the Ventura County Government Center, Hall of Administration, 800 S. Victoria Avenue, Ventura, CA 93009, 3rd Floor, Multi-Purpose Conference Room.

PROVIDING PUBLIC COMMENT

Public comments may be provided using the following options: (1) e-mail public comment in advance of the meeting; and/or (2) in-person public comment.

Option 1 – If you wish to make a comment on a specific item in advance of the meeting, please submit your comment for that item via email by 10:00 a.m. on the day of the hearing to Dillan Murray, staff, via email at Dillan.Murray@Ventura.org. Please indicate the Agenda Item Number on which you are commenting in the Subject Line of your email. Your comment will be provided to the Cultural Heritage Board and placed into the item's record at the Cultural Heritage Board hearing.

Option 2 – If you wish to make a comment in-person, you must be present at the meeting location and provide your comment prior to the close of the public comment period for the item you wish to speak on.

AGENDA

1. **1:15 P.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD**
2. **ROLL CALL AND DETERMINATION OF A QUORUM**
3. **APPROVAL OF AGENDA AND PREVIOUS MEETING MINUTES**
 - 3a. Vote to approve the November 13, 2023 Agenda
 - 3b. Vote to approve the October 9, 2023 Meeting Minutes
4. **PUBLIC COMMENTS**

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

5. CONTINUED ITEMS

None

6. NEW BUSINESS

ADJOURN AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

CONVENE AS THE OXNARD CULTURAL HERITAGE BOARD

- 6a. Location:** McColm Manor Apartments, 534-542 S. F Street, Oxnard, CA 93030 (Ventura County Landmark #173) (Supervisory District 5 – Lopez)

Action: A request for a Certificate of Appropriateness for after-the-fact replacement of windows at a 12-unit apartment complex located at 534-542 S. F Street, Oxnard, CA 93030. (Case No. CH23-0040).

ADJOURN AS THE OXNARD CULTURAL HERITAGE BOARD

RECONVENE AS THE VENTURA COUNTY CULTURAL HERITAGE BOARD

- 6b. Location:** Timber School and Auditorium, 1872 Newbury Road, Thousand Oaks, CA 91320 (Ventura County Landmark #166) (Supervisory District 2 – Gorell)

Action: Receive a presentation on the history and significance of the Timber School and Auditorium from Mr. William Maple and discuss the role and responsibilities of the Cultural Heritage Board in the City of Thousand Oaks.

7. REPORTS

- 7a.** Board Member Reports
- 7b.** CHB Program Updates from Staff

8. NEXT MEETING

The next regularly scheduled meeting is November 27, 2023.

9. ADJOURNMENT

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



Ventura County Cultural Heritage Board

October 9, 2023 **Draft** Meeting Minutes

County of Ventura • Resource Management Agency

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

1. **1:17 P.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD**

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

CHB Members Present:

Miguel Fernandez (Chair), John Kulwiec, Mike Winters, Gary Blum, and Anthony Angelini

CHB Members Absent:

Tyson Cline and Herbert Gooch

Staff Present:

Dillan Murray, Associate Planner, Ventura County Planning Division

Tricia Maier, Planning Programs Manager, Ventura County Planning Division

3. **APPROVAL OF AGENDA**

3a. Vote to approve the October 9, 2023 Agenda

Board Member Winters made a motion to approve the October 9, 2023 Agenda. Board Member Kulwiec seconded the motion. Motion passed 5-0.

3b. Vote to approve the August 28, 2023 Meeting Minutes

Board Member Angelini made a motion to approve the August 28, 2023 Meeting Minutes. Board Member Winters seconded the motion. Motion passed 5-0.

4. **PUBLIC COMMENTS**

William Maple provided public comment regarding the Timber School in Newbury Park (Ventura County Landmark No. 166, located within the City of Thousand Oaks). Mr. Maple noted that 2024 is the building's 100th anniversary and that it may be architect Roy Wilson's oldest schoolhouse work. Mr. Maple recommended that the CHB take action regarding protection of the Timber School, creation of a landmark plaque, and the conduct of historical surveys in the area.

Chair Fernandez suggested that a discussion item be added to a future agenda regarding the Timber School.

5. **CONTINUED ITEMS**

None

6. **NEW BUSINESS**

6a. **Location:** Along North Ventura Avenue, 0.3 mile north of City of Ventura water purification plant (5895 N Ventura Avenue, Ventura, CA 93001) (Caltrans right of way) (unincorporated Ventura County; Supervisorial District 1 – LaVere).

Action: A request to downgrade the Santa Gertrudis Asistencia (Chapel) Monument from a Ventura County Landmark to Ventura County Point of Interest No. 13. The site formerly held a chapel constructed for the San Buenaventura Mission on a property currently located on North Ventura Avenue, 0.3 miles north of the City of Ventura water purification plant (5895 N Ventura Avenue, Ventura, CA 93001). (Case No. CH23-0035).

Disclosures: None.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, project scope, staff conclusions, 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, in accordance with Ordinance §1366-2 and §1368, the Property Owner was given a 15-day notice of the Cultural Heritage Board's hearing regarding the proposed downgrade of the Santa Gertrudis Asistencia (Chapel) Monument property from a Ventura County Landmark to Ventura County Point of Interest No. 13, and placement of said designation in County lists;
3. **FIND** that the Santa Gertrudis Asistencia (Chapel) Monument property meets County Point of Interest Criterion 1 as required by Ordinance §1367(c), and the additional standards required by Ordinance §1367-1 based on the substantial evidence in the staff report and all exhibits and attachments hereto; and

4. **ADOPT** Cultural Heritage Board Resolution No. 2023-3 (Exhibit 3) approving the downgrade of the Santa Gertrudis Asistencia (Chapel) Monument property from a Ventura County Landmark to Ventura County Point of Interest No. 13.

Public Comment:

None.

Discussion and Deliberation:

Board Member Winters inquired as to what the next steps would be following downgrade. Dillan Murray, staff, noted that there would be no physical changes to the plaque, but that County lists and files would be updated. The resolution would not be recorded since the site is located within a Caltrans right of way where there is no assigned assessor parcel number (required for recordation) and the County has no authority over State Highways.

Chair Fernandez requested clarification on why the site was designated a landmark to begin with. Dillan Murray, staff, stated that at the time of designation, detailed criteria for a Point of Interest designation were not yet adopted; these were not added to the Ventura County Code until 1981.

Vice-Chair Blum made a motion to approve staff's recommended actions. Board Member Kulwiec seconded the motion. Motion passed 5-0.

- 6b. **Location:** 786 and 788 West Matilija Canyon Road, Ojai, CA 93023 (unincorporated Ventura County; Supervisorial District 1 – LaVere).

Action: A request to downgrade the Matilija Hot Springs property from a Ventura County Landmark to Ventura County Point of Interest No. 14. The site address is 786 and 788 West Matilija Canyon Road, Ojai, CA 93023 (unincorporated Ventura County) and Assessor's Parcel Numbers (APNs) 010-0-180-420, 010-0-180-430, 010-0-180-440, 010-0-180-450, and 010-0-180-510. (Case No. CH23-0036).

Disclosures: None.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, project scope,

staff conclusions, 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, in accordance with Ordinance §1366-2 and §1368, the Property Owner was given a 15-day notice of the Cultural Heritage Board's hearing regarding the proposed downgrade of the Matilija Hot Springs property from a Ventura County Landmark to Ventura County Point of Interest No. 14, and placement of said designation in County lists;
3. **FIND** that the Matilija Hot Springs property meets County Point of Interest Criterion 1 as required by Ordinance §1367(c), and the additional standards required by Ordinance §1367-1 based on the substantial evidence in the staff report and all exhibits and attachments hereto; and
4. **ADOPT** Cultural Heritage Board Resolution No. 2023-4 (Exhibit 4) approving the downgrade of the Matilija Hot Springs property located at 786 and 788 West Matilija Canyon Road, Ojai, CA 93023 (unincorporated Ventura County) from a Ventura County Landmark to Ventura County Point of Interest No. 14.

Public Comments:

None.

Discussion and Deliberation:

Board Member Angelini inquired as to the CHB's previous findings to deny a Certificate of Appropriateness to demolish the ruins at this site. Dillan Murray, staff, noted that he was not aware of the specific findings the CHB made, but that retaining historic components is typically recommended to the greatest extent feasible. Vice-Chair Blum noted that the CHB previously tried to convince the Watershed Protection Agency to preserve the stone ruins in place to no avail. Chair Fernandez noted that there were likely plans to use the cleared site for construction staging for the future Matilija Dam demolition.

Board Member Angelini made a motion to approve staff's recommended actions. Board Member Kulwiec seconded the motion. Motion passed 5-0.

6c. Location: 1101 Peppertree Lane, Simi Valley, CA 93064 (unincorporated Ventura County; Supervisorial District 4 – Parvin).

Action: A request to downgrade the Maier House property from a Ventura County Landmark to Ventura County Point of Interest No. 15. The site address is 1101 Peppertree Lane, Simi Valley, CA 93064 and Assessor's Parcel Number 685-0-051-040. (Case No. CH23-0037).

Disclosures: None.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the property location, background, project scope, staff conclusions, 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, in accordance with Ordinance §1366-2 and §1368, the Property Owner was given a 15-day notice of the Cultural Heritage Board's hearing regarding the proposed downgrade of the Maier House property from a Ventura County Landmark to Ventura County Point of Interest No. 15, and placement of said designation in County lists;
3. **FIND** that the Maier House property meets County Point of Interest Criterion 1 as required by Ordinance §1367(c), and the additional standards required by Ordinance §1367-1 based on the substantial evidence in the staff report and all exhibits and attachments hereto; and
4. **ADOPT** Cultural Heritage Board Resolution No. 2023-5 (Exhibit 3) approving the downgrade of the Maier House property from a Ventura County Landmark and designation of the property as Ventura County Point of Interest No. 15.

Public Comments:

None.

Discussion and Deliberation:

Board Member Winters made a motion to approve staff's recommended actions. Vice-Chair Blum seconded the motion. Motion passed 5-0.

- 6d. Action:** Review and provide direction on the draft Ventura County Landmark and Point of Interest plaque template.

Presentation by Staff: Dillan Murray, staff, presented a PowerPoint presentation outlining the item background, scope, and staff recommendation. Staff recommended the CHB take the following action on this item:

1. **REVIEW** and **PROVIDE** direction on the draft Ventura County Landmark and Point of Interest plaque template.

Public Comment: William Maple provided a comment recommending that the QR code component be eliminated due to different technologies' tendency to become obsolete. He also made recommendations regarding a border on the proposed plaque, and the use of an ADA-friendly sans serif font, which he felt would wear better than a serif font.

Discussion and Deliberation:

Vice-Chair Blum noted that existing County landmark plaques are made out of aluminum not bronze, although the cost would be similar.

A consensus of Board Members favored making the following changes to the proposed landmark plaque template:

- Maintain the county outline border (add a second border inlay/indent);
- Add a small description of the property's historic significance (remove or alter text mentioning the Cultural Heritage Board and the QR code and make the plaque larger if needed to provide additional space for this description);
- Use a variety of text sizes, emphasizing the landmark name, number, and construction date; and,
- Utilize either text option #5 or #6 and review National Park Service guidance on accessible fonts.

7. REPORTS

7a. Board Member Reports

Vice-Chair Blum inquired as to the status of the 534-542 S F Street violation case in Oxnard. Dillan Murray, staff, noted that Oxnard city staff have communicated the need for a Certificate of Appropriateness application with the property owner. Mr. Murray noted that it would be incumbent upon the city to determine how, and whether to, pursue cancellation of the contract or any enforcement action. Vice-Chair Blum noted his view that the previous original aluminum frame windows were a primary character-defining feature of the property.

Chair Fernandez reported on the planned CHB exhibit at the upcoming 150th Anniversary Event “Mountains to Sea Jubilee” at the Agriculture Museum in Santa Paula on October 21st.

Other Board Members did not have anything to report.

7b. CHB Program Updates from Staff

Dillan Murray, staff, reported that the County and the Museum of Ventura County have developed a 150th Anniversary Event Calendar: <https://venturacounty150.com>. This will continue to be updated with more details as they are available. Some noteworthy planned events include the 150th Anniversary Event “Mountains to Sea Jubilee” at the Agriculture Museum in Santa Paula on October 21st. Please contact staff for any interested volunteers to staff the Cultural Heritage Board booth.

Next, Mr. Murray reported that the owner of the Acacia Mansion property near Ojai has given notice to the County that they’d like to non-renew their Mills Act contract. As a result, they will be withdrawing from the program but remain designated as a County Landmark.

8. NEXT MEETING

The next regularly scheduled meeting was reported to be October 23, 2023.

9. ADJOURNMENT

At 2:28 p.m., the Cultural Heritage Board was adjourned.

Chair
Cultural Heritage Board

ATTEST:

Dillan Murray
Cultural Heritage Program Planner

Date