



# COUNTY OF SANTA CRUZ

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## PLANNING DEPARTMENT

701 OCEAN STREET, 4<sup>TH</sup> FLOOR, SANTA CRUZ, CA 95060

(831) 454-2580 FAX: (831) 454-2131 TDD: CALL 711

KATHLEEN MOLLOY PREVISICH, PLANNING DIRECTOR

## HISTORIC RESOURCES COMMISSION

## DRAFT MINUTES

**February 9, 2018**

**9:30 a.m.**

**REGULAR MEETING**

**County Building**

**701 Ocean Street, Santa Cruz**

**5<sup>th</sup> Floor Board of Supervisors Chambers**

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1. CALL TO ORDER/ROLL CALL  
*Chair Phillips called the meeting to order at 9:40 a.m.*  
*Commissioners present: Phillips, Jenkins, Swift, Merriam and Orlando*  
*(Commissioner Swift arrived at 9:50. Commissioner Jenkins left at 11:40)*  
*Commissioners absent: none*  
*Staff present: Annie Murphy, staff to the HRC*
2. AGENDA APPROVAL OR MODIFICATION
3. APPROVAL OF MINUTES from the regular meeting on October 2, 2017  
*MOTION/ SECOND: Merriam/ Orlando*  
*AYES: Phillips, Jenkins, Orlando and Merriam*  
*ABSENT: Swift*  
*NOES: None*
4. PUBLIC COMMUNICATIONS (Members of the public may speak on items **not** on this agenda)
5. CONSENT ITEMS  
No Consent items
6. PUBLIC HEARING ITEMS  
No Public Hearing Items
7. NEW BUSINESS
  - A. Discuss staff and Commission goals for 2018. Review goals from 2017 and progress made toward goals.  
Attachment: Review of goals from 2017 and new goals for 2018.  
*MOTION/ SECOND: Phillips/ Swift*  
*Request staff to provide a complete list of Commission goals for the next meeting, research and identify potential funding sources for adding additional properties to the County Inventory and provide regular updates to the Commission, and research webinars or other trainings available for running effective and courteous public meetings and following rules of order and report back to the Commission.*  
*AYES: Phillips, Jenkins, Swift, Merriam and Orlando*  
*ABSENT: None*  
*NOES: None*

- B. Discuss Commission training options for 2018
- C. Review Year-end report for the State Office of Historic Preservation.  
Attachment: Year-end report
- D. Status report: Fire Damage to 8067 Aptos Street residence, an NR-5 resource  
*Staff provided an oral report to the Commission.*

8. OLD BUSINESS

- A. Redman House barn: Update from subcommittee  
*Commissioner Swift reported on the subcommittee efforts to locate parties with knowledge of historic preservation who may be interested in salvaging barn materials for use in historic displays. Subcommittee to visit site.*
- B. Review new Planning Department Handout: Incentives for Designated Historic Properties (Attached)  
*Commissioner Merriam suggested adding photos to the handout.*
- C. Selection of on-call Historic Resources Consultant, Architectural Resources Group of San Francisco, for the Planning Department.  
Attachment: ARG resumes
- D. Review of letter dated 1/5/18 from Judith Steen and Joe Michalak re: Merriman House, located at 1438 Capitola Road in Santa Cruz (Letter attached)  
MOTION/ SECOND: Swift/ Jenkins  
*Recommend that consultants for the project at 17<sup>th</sup> Avenue and Capitola Road correct and update the existing DPR form for the Merriman House.*  
*AYES: Phillips, Jenkins, Swift and Orlando*  
*ABSENT: None*  
*NOES: Merriam*
- E. Review Watch list of properties that warrant further historic evaluation under CEQA when discretionary applications are submitted.  
Attachment: Watch list  
MOTION/ SECOND: Merriam/ Swift  
*Add structures as recommended by Commissioner Swift to the Watch List, continue to add to the list as new properties are identified, and send the watch list form to the Commission.*  
*AYES: Phillips, Merriam, Swift and Orlando*  
*ABSENT: Jenkins*  
*NOES: None*

9. COMMISSIONER PRESENTATIONS/ INFORMATIONAL ITEMS

10. WRITTEN COMMUNICATIONS  
Letter from Becky Steinbruner

11. ADJOURNMENT  
*Meeting adjourned at 12:06 pm*

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**The meeting begins at 9:30 AM with the first item and proceeds through the items in consecutive order unless otherwise noted.** Staff reports and written materials for other agenda items are available to view in the Historic Resources Commission Binder no later than 72 hours prior to the meeting. The Historic Resources Commission binder is available at the Public Information Desk located in the Planning Department Lobby on the 4th Floor of the County Building, 701 Ocean St. in Santa Cruz.

The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs or activities. The Planning Department meeting room is located in an accessible facility. If you are a person with a disability and require special assistance in order to participate in the meeting, please call 454-3137 (TDD/ TTY call 711) at least 72 hours in advance of the meeting to make arrangements. Persons with disabilities may request a copy of the agenda in an alternative format. As a courtesy to those affected, please attend the meeting smoke and scent free.

### **APPEALS**

In accordance with Santa Cruz County Code Section 16.42.110, denials or approvals of Historic Preservation Plans by the Historic Resources Commission are appealable to the Board of Supervisors. Pursuant to Santa Cruz County Code Section 18.10.340, appeals to the Board of Supervisors shall be taken by filing a written notice of appeals with the Clerk of the Board of Supervisors, and submitting a copy of the notice along with the required appeal fee to the Planning Department, no later than fourteen calendar days following the date of the hearing from which the action was taken. For more information on appeals, please contact the Planning Department at 831-454-2580