



# County of Santa Cruz

## Department of Community Development and Infrastructure

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## HISTORIC RESOURCES COMMISSION DRAFT MINUTES

**MONDAY, DECEMBER 11, 2023**

**9:30 A.M.**

### REGULAR MEETING

#### LOCATION: PARTICIPATE REMOTELY OR IN PERSON

**LOCATION TO ATTEND IN PERSON:** County Building, 701 Ocean Street, Santa Cruz, 4<sup>th</sup> floor Planning Department Conference Room

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1. CALL TO ORDER/ROLL CALL
    - a) Welcome new Commissioner Emily Burton

*Chair Pearlman called the meeting to order at 9:30 a.m.*

*Commissioners Present:* Phillips (District 5), Pearlman (Dist. 4), Orlando (Dist. 3), Newhouse (Dist. 2), Burton (Dist. 1).

*Staff present:* Annie Murphy (Annie's last meeting) and Matthew Sundt (staff to the HRC). Natisha Williams and Fernanda Dias Pini (adm. staff support). Mark Connolly (Supervising Planner/Policy Section/CDI). Note that Fernanda will replace Natisha as the permanent staff support with the HRC.

2. AGENDA APPROVAL OR MODIFICATION  
*MOTION TO APPROVE: Commissioner Newhouse*  
*SECOND: Commissioner Phillips*  
*AYES: Phillips, Pearlman, Orlando, Newhouse, Burton*

3. APPROVAL OF MINUTES from the regular meeting of January 23, 2023  
*Attachment: Minutes from January 23, 2023*  
*MOTION TO APPROVE with correction to item 8d of minutes:Phillips*  
*SECOND: Orlando*  
*AYES: Phillips, Pearlman, Orlando, Newhouse, Burton*

4. DECLARATION OF EX PARTE COMMUNICATIONS  
(Commissioner disclosure of oral and written communications and site visits related to applications appearing on this agenda): Commissioner Newhouse commenced to discuss 100th anniversary of WW1 Veterans memorial at Freedom Blvd. Chair recommended that this matter be discussed under Agenda Item 10 below.

5. PUBLIC COMMUNICATIONS (Members of the public may speak on items **not** on this agenda)

Presentation by Virginia Wright regarding the “pump track” at Felton Covered Bridge park site. Specifically, Virginia requested HRC support her position that a pump track is not the appropriate use at the park site. The pump track was considered at the 12/11 County Parks and 12/12 BOS meetings.

6. CONSENT ITEMS: No consent items

7. PUBLIC HEARING ITEMS: No public hearing items

8. NEW BUSINESS

A. ADOPT THE HRC MEETING SCHEDULE FOR 2024

MOTION TO APPROVE 2024 meeting dates to be 1/22, 4/8, 7/8 and 10/7:

*Commissioner Orlando*

SECOND: *Commissioner Newhouse*

AYES: *Phillips, Pearlman, Orlando, Newhouse, Burton*

B. REPORT FROM COMMISSIONER NEWHOUSE ON THE APTOS HISTORY MUSEUM.

Commissioner Newhouse states that the existing history museum facility must be vacated because of the increased cost of rent. The historic Rice residence is considered the ideal location for the museum. The Santa Cruz County Regional Transportation Commission (RTC) will be owner of the Rice residence.

MOTION TO APPROVE writing a letter to RTC requesting that the history museum be allowed as a tenant: *Commissioner Orlando*

SECOND: *Commissioner Phillips*

AYES: *Phillips, Pearlman, Orlando, Newhouse, Burton*

9. OLD BUSINESS

A. Review Commission goals, including action items on goal #1 (Training), 2 (Inventory Clean-up), 3A (Demolition and incentives ordinances), 3B (tracking demolition by neglect), and 6 (Historic Resources webpage)

*Attachment #1: Goal Action Items PowerPoint*

*Attachment #2: Spreadsheet of Commission goals*

*Attachment #3: Archived Goals*

*Attachment #4: Approach for Inventory Clean-up (Goal 2)*

*Attachment #5: Template for documenting condition of historic structures (Goal 3b).*

- *Review annual accomplishments in October of each year.*
- *Staff liaison will work with Commissioners Phillips and Pearlman on 2022 and 2023 goals for presentation to BOS on January 30 BOS agenda.*

*GOAL 1 – Training: Provide training opportunities to HRC by January 22. Consider working with the City of Santa Cruz Preservation Council for joint training. Lynda and*

*Kevin to seek out Frank Perry and Sandy Lydon, respectively, for information and contacts for those in the Croatian, Filipino, etc. communities for purposes of identifying important persons and historically significant buildings. Results of this to be reported on at the April 8 meeting.*

*GOAL 2 - Inventory Clean-up in three phases/tasks: (1) County staff is proceeding with scanning the existing hard-copy inventory and complete by end of January 2024. Type up new indices. Update the historic resources web page; (2) update county's GIS with DPRs by end of April; (3) update all DPRs to include APN, addresses, owner name, condition of structure – using "continuation sheets". Update DPR photos where necessary and possible. Include permit history (alterations, new construction, etc.). For SFD rated NR-5, exterior alterations only will be update if warranted. Work to be completed fall of 2024.*

- *Staff to send relevant Inventory to Commissioner Lucia Orlando (District 3)*
- *Staff to send "continuation forms" to all Commissioners [done]*

*GOAL 3A – Demolition ordinance: Due to HRC July 8 will reflect Goal 3A Action Items #1a, #1b and #1c defined in 12/11/23 Agenda as amended on 12/11/23.*

*GOAL 3B – Demolition by Neglect ordinance: Due to HRC July 8*

*GOAL 6 – Historic Resources Web Site: Report on progress made by County regarding the new County web site on October 7.*

- B. Report on banner: Lucia explained what she and Barry discovered – costs and source.

MOTION TO APPROVE spending up to \$240 for a banner: *Commissioner Orlando*

SECOND: *Commissioner Phillips*

AYES: *Phillips, Pearlman, Orlando, Newhouse, Burton*

10. COMMISSIONER PRESENTATIONS/ INFORMATIONAL ITEMS

Commissioner Newhouse presented on WWI veterans memorial at Freedom Blvd. at Hwy 1. Points out that the memorial was relocated to a more visible location and the immediate grounds cultivated and cleaned up. Something to look at, to enjoy and be proud of.

11. HISTORIC RESOURCES COMMISSION STAFF UPDATE

Park Hall: Annie presents on the property adjacent to Park Hall in Ben Lomond, which is located at 9410 Mill Street (APN 077-103-09). This is a potential concern because Park Hall is a protected resource listed on the County's Historic Resources Inventory. Offending property was red-tagged last year and again on December 1, 2023.

Annie presents on SCC Code Chpt. 2.38 where there may be changes relating to future HRC meetings.

12. WRITTEN COMMUNICATIONS

A. Email from Nathan Goodman regarding the Felton Covered Bridge Park pump track. Mr. Goodman is against the pump track at the Covered Bridge Park.

13. REVIEW OF ITEMS FOR FUTURE AGENDAS

a. RTC letter of support re Aptos History Museum renting the Rice residence

- b. Felton Cover Bridge historicity - history of becoming historic
- c. Budget clarification for January 22 meeting
- d. Alba school house [???
- e. "Landmarks awards" to be discussed on January 22
- f. Training opportunities in conjunction with City of Santa Cruz to discuss on January 22
- g. Update on DPR forms

14. ADJOURNMENT

MOTION BY COMMISSIONER \_\_\_\_\_

SECOND: Commissioner \_\_\_\_\_

AYES: *Phillips, Pearlman, Orlando, Newhouse, Burton*

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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