

Certified Local Government Program: 2024-2025 Annual Report

(Reporting period is from October 1, 2024 through September 30, 2025)

INSTRUCTIONS: This is a fillable PDF with expandable text fields and checkboxes. This form can be saved and reopened. 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 the completed form and email it as an attachment to info.calshpo@parks.ca.gov. You can then attach the required documents to that email. If the attachments are too large (totaling more than 20 MB), you will need to send them in a separate email.

Report Prepared by: _____

Date of commission/board review: _____

MINIMUM REQUIREMENTS FOR CERTIFICATION

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

A. Preservation Laws

1. Are you considering amending or revising your certified ordinance this year? _____

REMINDER: Pursuant to the *CLG Agreement*, the Office of Historic Preservation (OHP) must have the opportunity to review and comment on ordinance changes prior to adoption. Please communicate directly with the OHP Local Government Unit staff to coordinate the review. Changes that do not meet the CLG requirements could affect certification status.

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

Certified Local Government Program: 2024-2025 Annual Report

(Reporting period is from October 1, 2024 through September 30, 2025)

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

1. During the reporting period, October 1, 2024 – September 30, 2025, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder

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

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 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. _____

Certified Local Government Program: 2024-2025 Annual Report

(Reporting period is from October 1, 2024 through September 30, 2025)

D. Review Responsibilities

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

- 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?

2. California Environmental Quality Act (CEQA)

- Explain the historic preservation staff and commission role in *providing input* to CEQA documents prepared for or by the local government.

- Explain the staff and commission role in *reviewing* CEQA documents for projects that are proposed within the jurisdiction of the local government.

3. Section 106 of the National Historic Preservation Act

- Explain the staff and commission role in *providing input* to Section 106 documents prepared for, or by, the local government.

- Explain the staff and commission role in *reviewing* Section 106 documents for projects that are proposed within the jurisdiction of the local government:

Certified Local Government Program: 2024-2025 Annual Report

(Reporting period is from October 1, 2024 through September 30, 2025)

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

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.

2. If all positions are not currently filled, why is there a vacancy, and when will the position be filled?

Certified Local Government Program: 2024-2025 Annual Report

(Reporting period is from October 1, 2024 through September 30, 2025)

B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator? Yes No

2. If not, please provide the Commission staff member's contact information. _____

3. If the position(s) is not currently filled, why is there a vacancy? _____

Attach resumes and Statement of Professional Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address

C. Attendance Record

Commissions are required to meet a minimum of four times a year. If you haven't met at least four times, explain why.

D. Training Received

It is a CLG requirement that all commissioners and staff to the commission attend at least one training program. It is up to the CLG to determine the relevancy of the training. Please indicate the specific training each commissioner received last year.

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

Certified Local Government Program: 2024-2025 Annual Report

(Reporting period is from October 1, 2024 through September 30, 2025)

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 the OHP)

Reminder: California CLG procedures require CLGs to submit survey results, including historic contexts, to the 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 the OHP

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

Explain how you are using the survey data: _____

Certified Local Government Program: 2024-2025 Annual Report

(Reporting period is from October 1, 2024 through September 30, 2025)

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

A. Public Education

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

Item or Event	Description	Date

ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS FOR CLGS

During the reporting period (October 1, 2024 – September 30, 2025) 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. This includes the National Register, California Register, California Historical Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added

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

1. During the reporting period (October 1, 2024 – September 30, 2025) 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 yes, how many properties have been added to your register or designated during the reporting period?

Certified Local Government Program: 2024-2025 Annual Report

(Reporting period is from October 1, 2024 through September 30, 2025)

C. Local Property Tax Incentive Program

1. During the reporting period (October 1, 2024 – September 30, 2025) did you have a Mills Act program? Yes No
2. If yes, how many properties entered into a contract during the reporting period?

Name of Program	Number of Properties Added During 2024-2025	Total Number of Properties Benefiting From Program

D. Local “bricks and mortar” grants/loan program

1. During the reporting period (October 1, 2024 – September 30, 2025) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties? Yes No
2. If yes, how many properties have been assisted under the program(s) during the reporting period?

Name of Program	Number of Properties that have Benefited

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2024 – September 30, 2025) 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 yes, how many historic properties did your local government review for compliance with your local government’s historic preservation regulatory law(s) during the reporting period?

F. Local Property Acquisition Program

1. During the reporting period (October 1, 2024 – September 30, 2025) 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

Certified Local Government Program: 2024-2025 Annual Report

(Reporting period is from October 1, 2024 through September 30, 2025)

2. If the answer is yes, then how many properties have been assisted under the program(s) during the reporting period?

Name of Program	Number of Properties that have Benefited

IN ADDITION TO THE MINIMUM CLG REQUIREMENT THE OHP IS INTERESTED IN YOUR TRAINING NEEDS

If the OHP was able to sponsor free CAMP trainings from the National Alliance of Preservation Commissions (NAPC), would you be interested in attending?

The OHP has also hosted training workshops and webinars of our own, and we plan to begin doing so again in the future. What topics you would like to see covered in these trainings?

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

Professional Qualifications

for

Certified Local Governments Commissioners and Staff

Local Government County of Santa Cruz

Name James Evans
Commissioner Staff

Date of Appointment: 07/17/23

Date Term Expires: _____

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.

Are you a professional in one of the disciplines associated with historic preservation?

No

Yes

If you are, summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

James Evans

831-331-8485
ranchboat@gmail.com

WORK EXPERIENCE

Copyeditor 2016 - present

I examine and correct written copy for public and private entities to adhere to the professional and academic standards of recognized guidelines, including Associated Press, The New York Times, The Chicago Manual of Style, MLA, APA among others.

High School History Teacher 2004 – 2016

I taught World Civilization, U.S. History, Economics and Government at Pajaro Valley High School in Watsonville, CA, part of the Pajaro Valley Unified School District.

Copyeditor/Writer 2007 – 2015

I copyedited and wrote articles for HOPE Magazine in Santa Cruz, CA and edited grant applications and other material.

High School Journalism/Creative Writing Teacher 2002 - 2003

I taught Journalism and Creative Writing at Soquel High School in Soquel, CA, part of the Santa Cruz City School District.

Freelance Editor/Writer 1999 - 2002

I worked primarily for Dash 30 in Atlanta, Georgia, an Internet news service, writing articles about technological innovation.

Columnist and Contributing Writer 1994 - 2001

California Lawyer (monthly magazine)

I wrote a monthly column about Internet resources and provided articles about the legal profession's use of the internet and technology.

Staff Writer 1989 - 1999

San Francisco Daily Journal

At this daily newspaper, I covered copyright, patents, trademarks, technology, the internet and the high-technology changes being adopted by the courts. I also addressed bar associations and other public and private legal organizations on behalf of the SF Daily Journal.

Author 1994 - 1999

Law on the Net and Government on the Net (Nolo Press)

Guides to online legal and government resources.

Freelance Journalist 1988 - 1989

San Francisco Chronicle Datebook (entertainment section), California Magazine,

California Business Magazine, California Lawyer Magazine, Vista Magazine, American Bar Association Journal, Food Business Magazine, Produce Business Magazine, San Francisco Daily Journal among others.

Associate Editor 1987 - 1988

The Recorder (American Lawyer Newspapers Group)

I supervised 10 reporters in the gathering and writing of news and feature articles.

I was responsible specifically for assigning and directing coverage of the legal community in the Bay Area. Responsibilities included editing copy, writing headlines and working with freelance writers.

Associate Editor/Reporter 1984 - 1987

Office of Bar Communications and Public Affairs, State Bar of California

I covered the actions of the State Bar and the legal profession in the state and nation. I was promoted from reporter to associate editor, with writing and editing responsibilities for two monthly publications, a continuing series of consumer education pamphlets and news releases. I also fielded inquiries from the print and broadcast media and was a contributing editor to California Lawyer magazine.

Contributing Writer 1983 - 1985

San Francisco Business Journal

I covered banking and finance and the computer industry. I also reviewed entertainment, the arts and dining.

Central American Correspondent 1982

Toronto Globe & Mail, Pacific News Service

On a grant from the Washington, D.C.-based Fund for Investigative Journalism, I covered the war in Nicaragua, concentrating on the Miskito Indian conflict with the Sandinista government. I provided spot news and feature stories from Costa Rica, Nicaragua and Honduras and interviewed most of the leading political figures in the region.

South American Correspondent 1980 - 1981

Toronto Globe & Mail, Pacific News Service

I traveled throughout South America generating articles on economics, politics, the military, labor unions, international debt, the arts, indigenous cultures and border tensions. I interviewed bankers, labor leaders, politicians, heads of state and others.

Feature Writer, Reporter 1978 - 1979

Mendocino Beacon

I wrote feature articles and served as arts critic, reviewing plays, music, books and multimedia events.

Copy Editor, Book Reviewer 1979 - 1980

Arts and Entertainment Magazine

I edited copy, contributed articles, proofread and aided in layout and served as guest editor.

Freelance Writer 1977 - 1978

I contributed articles to newspapers and magazines in Northern California.

Book Reviewer 1975 - 1976

Monterey Peninsula Herald

PUBLICATIONS

Los Angeles Times, Toronto Globe & Mail (Canada), Nation, Christian Science Monitor, National Catholic Reporter, San Francisco Chronicle, San Jose Mercury News, Sacramento Bee, Seattle Times, California Magazine, California Business, SF Magazine, Government Technology, Internet World, NetGuide Magazine, PC World, MicroTimes, Legal Times.

EDUCATION

Nicaragua Spanish Schools, San Juan del Sur, Nicaragua, 2004 and 2005
California State University, Monterey Bay (Teaching Credential in English and Social Science/History), 2003-2004
Spanish, Catholic University, Quito, Ecuador, 1980
Honors graduate Spanish and French, Monterey Language Institute, 1976
Graduate study in Geography, University of California, Davis, 1974-1976
AB Journalism, San Diego State University, 1971

AWARDS and GRANTS

Law on the Net voted Internet Product of the Year by Lawyers Weekly USA readers 1997
Associated Press First Place awards for business and feature writing 1992
Best Profile of the Year, presented by Western Magazine Publishers Association for an article about attorney Melvin Belli in California Lawyer magazine 1992
Fund for Investigative Journalism Grant for research and reporting in Central America 1982
Cultural Arts Grant, City of Davis 1975
California Department of Transportation Research Grant 1974
Best News Story of the Year, University of Southern California School of Journalism 1968

Professional Qualifications

for

Certified Local Governments Commissioners and Staff

Local Government County of Santa Cruz

Name Kevin Newhouse

Commissioner Staff

Date of Appointment: 07/17/23

Date Term Expires: April 2026

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.

Are you a professional in one of the disciplines associated with historic preservation?

No

Yes

If you are, summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

***Since I'm not a professional (or at least I don't think I am?) I don't think I need to fill this part out. But just in case...I am including my contributions and education that I believe qualify me to be a productive commissioner.

I have been studying Santa Cruz County history for more than 25 years. For the first 10 years, I mostly did independent research. My first experience with a more in-depth and involved learning experience was in 2008-2009, when I took History 25A and 25B with Sandy Lydon at Cabrillo College. Having passed his rigorous final exam to become a "Certified Local" (not an official degree or certification) I was motivated to continue my studies while simultaneously becoming more involved in the community. That's when I started volunteering at the Aptos History Museum, where I have been active to this day.

Over the past several years, I have researched and published multiple local history articles in the Aptos Times and have published a book on Aptos History with Arcadia Publishing. I am currently working on my second local history book on The Forest of Nisene Marks State Park, which was also picked up by Arcadia Publishing and is expected to be published in 2024.

I have also given numerous historical presentations and walking tours that focus on historical structures such as The Bayview Hotel, Historic Aptos Village, Old Barns, The Cement Ship, and The Oldest House/Building in Aptos (which played a significant part in the early development of Aptos Village).

I continue to study independently and with Sandy Lydon as often as possible. I have also befriended several other local historians such as Carolyn Swift, Frank Perry, John Hibble, and Stan Stevens (RIP) who I can turn to for guidance and support.

I can't say I know everything about our county's history but I know how to do the research, I'm not afraid to ask questions, and I have a presence in the community so that people know who they can turn to for their historical inquiries.

MATTHEW ALAN SUNDT
Planner IV / Santa Cruz County Historic Resources Planner
Santa Cruz County Community Development and Infrastructure Department

EMPLOYMENT HISTORY

- County of Santa Cruz, Planner IV/Historic Resources Planner
- City of Gonzales, Community Dev. Dir./Bldg. Official
- Carmel, Contract City Planner
- San Juan Bautista, Contract City Planner
- EIP Associates/Senior Project Manager
- Soledad, Contract City Planner
- EMC Planning Group/Senior Planner
- Denise Duffy and Associates/Associate Planner
- Golden State Planning and Environmental Consulting/Principal

EDUCATION AND AFFILIATIONS

B.A., Environmental Studies, U.C. Santa Cruz
Certificate in Air Quality Management, U.C. Davis
Ongoing education through U.C. Extensions, AEP, and
APA.
Member, Association of Environmental Professionals

PROJECT EXPERIENCE *

Contract City/Agency Planning Services

Cities: Carmel-by-the-Sea, Greenfield, Gonzales, Marina, Seaside,
Soledad, San Juan Bautista
Agencies: Monterey County Planning, LAFCO of Monterey
County, Monterey Peninsula Water Management District,
Monterey Peninsula Regional Park District.

CEQA/NEPA Project Management

Develop multiple consultant teams and project scopes of
work. Write proposals for CEQA and NEPA documents;
negotiate contracts; coordinate multiple subconsultants on
multiple projects simultaneously; budget management;
managing staff/consultant performance to include work
quality and work schedules; editing and analyzing technical
reports for clarity and for conformance with local, state and
federal regulations. Working collaboratively with staff and
clients; mentoring junior staff.

CEQA/NEPA Projects include

- University Villages Specific Plan EIR, City of Marina/Ft.
Ord
- Fort Ord Base Reuse Plan and EIR, Fort Ord Reuse
Authority
- Fort Ord Infrastructure Improvement Project EA/IS,
Fort Ord Reuse Authority

- Bishop Ranch (Pasadera) Residential Subdivision and
Golf Course EIR, Monterey County
- Harter Specific Plan and Yuba City Marketplace EIR,
Yuba City
- Diablo Grande Water Resources Plan Supplemental
Environmental Impact Report, Stanislaus County
- Palo Corona Regional Park Public Access and Parking
Initial Study, MPRPD
- Gonzales Municipal Electric Utility Microgrid Initial
Study, City of Gonzales

Natural Resources and Fire Management Plans

Marina Dunes Preserve Access and Habitat Restoration
Santa Lucia Conservancy Natural Resources Monitoring and
Data Management Program Audit Report
Gonzales Draft Multi-Hazard Emergency Response
Management Plan, City of Gonzales
Mosquito Fire Safe Council Implementation Plan, Mosquito
Fire Safe Council
Amador County Fire Safe Council Hazards Reduction Plan,
Amador County Fire Safe Council
Pinnacles National Park Fire Management Plan
Monterey Peninsula Country Club, Dunes Course Renovation
Project CalEEMod report
Poppy Hills Golf Club, Renovation Project CalEEMod report

Wastewater/Water Infrastructure

Fort Ord Wastewater Transport and Blanco Road Intersection
Improvements Program EA/IS, Fort Ord Reuse Authority
Wastewater Reclamation Project EIR, Carmel Sanitary
District/Pebble Beach Community Services District
Monterey Peninsula Water Management District Well Water
Distribution System permit processing

Historical Resources

City of San Juan Bautista Third Street Historic District –
National Register
City of San Juan Bautista San Juan Canyon Water System
History Report
City of Carmel-by-the-Sea – numerous Mills Act compliance
work and planner on Clinton-Walker House (in
conjunction with historical building consultant Kent
Seavey)

Professional Qualifications

for

Certified Local Governments Commissioners and Staff

Local Government County of Santa Cruz

Name Lucia Orlando

Commissioner Staff

Date of Appointment: 07/17/23

Date Term Expires: April 2026

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Are you a professional in one of the disciplines associated with historic preservation?

No

Yes

If you are, summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Professional Qualifications

for

Certified Local Governments Commissioners and Staff

Local Government County of Santa Cruz

Name Barry Pearlman
Commissioner Staff

Date of Appointment: 07/06/19

Date Term Expires: 04/01/23

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Are you a professional in one of the disciplines associated with historic preservation?

No

Yes

If you are, summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Professional Qualifications

for

Certified Local Government Commissioners and Staff

Local Government County of Santa Cruz

Name of Commissioner Lynda Phillips

Date of Appointment: April 26, 2010

Date Term Expires: April 1, 2022

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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.

Are you a professional in one of the disciplines associated with historic preservation?

No, Yes

Summarize your qualifying education, professional experience, and any appropriate licenses or certificates. Attach a resume.

Lynda Phillips

PO Box 663

Boulder Creek CA 95006

Education:

California State University at San Jose:

Bachelor of Science Business Administration, concentration Management of Information Systems (MIS)

Minor - Communications

Golden Gate University:

Master of Business Administration, concentration Computer Information Systems (CIS)

Professional Experience:

Boulder Creek Historical Society member since 1997

Boulder Creek Historical Society Board Director from 1998 - 2004

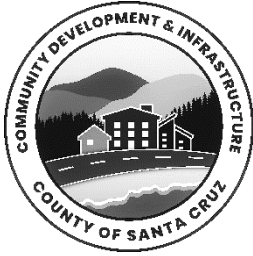
San Lorenzo Valley Museum Executive Director from 2003 to present

Founding member of Santa Cruz County Museums Partnership 2010

As Executive Director I accomplished the following:

1. Implemented the use of PastPerfect, a museum-format database used for tracking donated artifacts, memberships, in-kind donations, volunteer hours, contact information, campaign pledges, and cash donations among other information. Attended two training classes and have trained several volunteers since being implemented
2. Supervised the establishment of an annual Historical Talk Series that spotlights local historians and authors as speakers to educate the public about San Lorenzo Valley history
3. Expanded Museum bookstore inventory from 2 books to close to 50 books.
4. Established a retail outlet component of the museum bookstore where retail businesses throughout Santa Cruz County sell two local history books published by the Museum
5. Supervised the expansion of the School Outreach program for museum fieldtrips to include not only San Lorenzo Valley schools, but throughout Santa Cruz County

6. Supervised landscaping of Museum grounds from dirt parking area and bare lot to an attractive native landscape with bedding areas, circular paved center, paver pathways, gazebo, and 2 regulation horseshoe pits. This will also include educational opportunities of native plant uses
7. Coordinated with Exhibit Curator to display offsite exhibits of Collection artwork
8. Supervised the evolution of the fundraiser event program
9. Coordinated with Fundraising Chairperson to establish a Supportership Program
10. Wrote and/or contributed in grant applications for establishment of an Oral History Program, implementation of an interactive exhibit, and design and construction of exhibits
11. Expanded established Volunteer Program including recruitment, training, and supervision



County of Santa Cruz

Jocelyn Drake
Assistant Director
Permit Division

Stephanie Hansen
Assistant Director
Housing & Policy

Carolyn Burke
Assistant Director
Special Services

Steve Wiesner
Assistant Director
Transportation

Damon Adlao
Director
Capital Projects

Kim Moore
Assistant Director
Administration

HISTORIC RESOURCES COMMISSION MINUTES

MONDAY, APRIL 8, 2024

9:30 A.M.

REGULAR MEETING

Location of Meeting: 701 Ocean Street, 4th Floor, Planning, Lrg Conf. Room

1. CALL TO ORDER/ROLL CALL

Chair Pearlman called the meeting to order at 9:35 a.m.

Commissioners Absent/Excused: Phillips (District 5), Orlando (Dist. 3)

Commissioners Present: Pearlman (Dist. 4), Newhouse (Dist. 2), Burton (Dist. 1)

Staff present: Matthew Sundt and Fernanda Dias Pini (staff to the HRC)

Guest: Becky Steinbruner

2. AGENDA APPROVAL OR MODIFICATION

MOTION TO APPROVE: Commissioner Newhouse

SECOND: Commissioner Burton

AYES: Pearlman, Burton, Newhouse

3. APPROVAL OF MINUTES from the regular meeting of December 11, 2023

Attachment: Amended minutes from December 11, 2024

MOTION TO APPROVE with correction to items 8B/9B of December 11 minutes: Burton

SECOND: Newhouse

AYES: Pearlman, Burton, Newhouse

Attachment: Revised minutes of December 11, 2023

4. DECLARATION OF EX PARTE COMMUNICATIONS

(Commissioner disclosure of oral and written communications and site visits related to applications appearing on this agenda): Commissioner Pearlman introduced email correspondence from Becky Steinbruner re: Regional Transportation Commission (RTC) and the Rice and Arana properties.

Attachment: Becky Steinbruner correspondence – April 2, 2024

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

Presentation by Becky Steinbruner regarding, (1) the need for the HRC to have four

meetings per year instead of the recently adopted three meetings per year, (2) implementing the Mills Act, and (3) implementing the demolition by neglect ordinance.

6. CONSENT ITEMS: No consent items

7. PUBLIC HEARING ITEMS: No public hearing items

8. NEW BUSINESS

A. Motion made by Commissioner Newhouse (Dist. 2) and second by Burton (Dist. 1) to accept Pearlman (Dist. 4) as HRC Chair and Phillips (Dist. 5) as Vice-Chair

MOTION TO APPROVE: Burton

SECOND: Newhouse

AYES: Pearlman, Burton, Newhouse

B. Report on biennial BOS report and annual CLG report by Matthew Sundt. Becky Steinbruner addresses BOS and CLG reports

C. Budget clarifications: \$600 in the account and \$2,000 to be requested by Community Development and Infrastructure Department (CDI) for 2024/25 budget

D. Alba School House – Chair Pearlman reports that the school will not be reconstructed. Continued to July 8 meeting

E. Museum of Art and History Blue Plaques – presentation by B. Pearlman (Dist. 4) re plaques for well-maintained structures >50 years. Locations of historic Surf Shops receiving plaques this year. First Award ceremony since 2019.

F. HRC staff liaison Matthew Sundt contacted relevant City of Santa Cruz staff about future training opportunities related to local history/historic preservation.

G. Presentation by B. Pearlman regarding the Porter Ranch tour on April 20

H. Presentation by HRC staff liaison Sundt regarding the DPR Form 523 analysis related to 106 Beachgate Way in Aptos that is to be demolished.

I. Added to Agenda: B. Pearlman discusses the RTC and the Rice and Arana historic structures and references the April 2 email from B. Steinbruner regarding same. Commissioner Pearlman proposes that an Ad Hoc committee be formed by K.

Newhouse and E. Burton to address RTC's determination that properties are not historic.

MOTION TO APPROVE: E. Burton

SECOND: K. Newhouse

AYES: Pearlman, Burton, Newhouse

[adjourned meeting to look at the solar eclipse from 11:10 to 11:25]

9. OLD BUSINESS

A. Approve annual HRC meeting schedule: April 8, July 8 and October 7. Discussion included input by Becky Steinbruner regarding having a January or February meeting.

MOTION TO APPROVE 2024 schedule: K. Newhouse

SECOND: E. Burton

AYES: Pearlman, Burton, Newhouse

B. Seacliff cottages: Becky Steinbruner recommends that the HRC reach out to property owners to determine what they would like as incentive to preserve their buildings.

C. Redman House: Chair Pearlman reported meeting with Suzy Merriam, Watsonville Community Development Director, to discuss Redman House. Merriam indicated the owners of Redman House want to tear it down but feared they would not be permitted to do so as it's on the registry Nationally, as well as locally. Following Chair Pearlman presentation, member of the public Becky Steinbruner brought up the Hirahara barn adjacent to the Redman House and the possibility of salvaging the wood. It was noted

by Chair Pearlman that salvaging the wood was not practical. HRC to defer further conversation until Chair Pearlman meets with Ramon Gomez, Felipe Hernandez's analyst.

- D. Report on banner: Chair Pearlman describes the banner and stated that a tablecloth would need to be obtained.
 - E. History Fair (noon to 4pm) at Santa Cruz Mission. May 18. To be staffed by Lynda, Lucia and at least one other. Chair Pearlman to prepare a half-page hand-out for event. Emily Burton responsible for 'Theme' and Operations of booth, working with Barry.
 - F. HRC staff liaison Matthew Sundt explains that the demolition and demolition by neglect ordinance will be completed ASAP and temporarily set aside and introduced to the Planning Commission and Board of Supervisors at a later date.
 - G. Review HRC goals: Continued to July 8 meeting
10. COMMISSIONER PRESENTATIONS/ INFORMATIONAL ITEMS
Chair Pearlman discusses site visits by Commissioners. Each Commissioner would look at four structures prior to next meeting – HRC staff liaison will need to provide form for this exercise. When forms are completed by Commissioners and collected by the HRC staff liaison, the HRC staff liaison will present to the Planning Commission and the BOS.
11. HISTORIC RESOURCES COMMISSION STAFF UPDATE - NA
12. WRITTEN COMMUNICATIONS - NA
13. REVIEW OF ITEMS FOR FUTURE AGENDAS - NA
14. ADJOURNMENT
MOTION TO APPROVE: Newhouse
SECOND: Burton
AYES: Pearlman, Newhouse, Burton

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APPEALS

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Transportation

Damon Adlao
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Capital Projects

Kim Moore
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Administration

HISTORIC RESOURCES COMMISSION MINUTES

MONDAY, JULY 8, 2024

9:30 A.M.

REGULAR MEETING

Location of Meeting: 701 Ocean Street, 4th Floor, Planning, Lrg Conf. Room

1. CALL TO ORDER/ROLL CALL

Chair Pearlman called the meeting to order at 9:36 a.m.

Commissioners Absent/Excused: NA

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

Staff present: Matthew Sundt and Fernanda Dias Pini (staff to the HRC)

Guest: NA

2. AGENDA APPROVAL OR MODIFICATION

MOTION TO APPROVE: Commissioner Philips

SECOND: Commissioner Newhouse

AYES: Pearlman, Burton, Newhouse, Phillips

3. APPROVAL OF MINUTES from the regular meeting of April 8, 2024

MOTION TO APPROVE: Newhouse

SECOND: Burton

AYES: Pearlman, Burton, Newhouse, Orlando

Attachment: NA

4. DECLARATION OF EX PARTE COMMUNICATIONS

(Commissioner disclosure of oral and written communications and site visits related to applications appearing on this agenda): (1) Commissioner Pearlman conducted visit at Hirahara barn adjacent to the Redman House, (2) email correspondence from Becky Steinbruner re: Regional Transportation Commission (RTC) and the Rice and Arana properties, and (3) email correspondence from Becky Steinbruner re: Regional Transportation Commission (RTC) and the Rice and Arana properties.

Attachment: Becky Steinbruner correspondence – June 18, 2024 and July 8, 2024

5. PUBLIC COMMUNICATIONS (Members of the public may speak on items **not** on this agenda): No public communications items
6. CONSENT ITEMS: No consent items
7. PUBLIC HEARING ITEMS: No public hearing items
8. NEW BUSINESS
 - A. No MAH budget presentation. However, discussion by Chair Pearlman about an after-the-fact presentation on the MAH budget at Oct. 7 HRC meeting.
 - B. Staff liaison Sundt presents short report on submittal of CLG grant application to OHP on June 7. Grant application is for \$40k and to be used to update the Historic Context Statement. Discussion included HRC website and reactivating website editing subcommittee to include Chair Pearlman and Commissioner Phillips. Discussion also included pamphlets for use by Commissioners to entice interest in public involvement.
 - C. HRC budget for 2024/25 is \$1,200.
 - D. Alba School House – Vice Chair Phillips reports that the school will not be reconstructed. School district has no interest in rebuilding. De-listing the Alba School will be necessary and removal of its “landmark” (“L”) designation. Same applies to the Seabreeze if not already removed from the inventory. Commissioner Newhouse notes that buildings removed from the inventory need to be included on a historical list of buildings once in the inventory.
 - E. Museum of Art and History Blue Plaques – presentation by Commissioner Pearlman. States numerous surf shops in the County are greater than 50 years. Locations of historic Surf Shops receiving plaques this year.
 - F. Discussion about officers turning over every two years per County Code 2.38.120 with one year “sit-out” before qualifying for re-instatement to officer position. Commissioner Pearlman noted that a cycle could be established where the Vice-Chair position is filled by a new Commissioner who would then progress to Chair the following year so as to allow a metered and rotational induction of Commissioners to HRC officer positions.
 - G. New Inventory photos: bring to the October 7 meeting as Old Business. Need to have a game plan that uses students, at-large community members. Need to update site visit form via an as yet TBD subcommittee [or was that a committee of the chair and vice-chair?]

10:50 break – meeting resumed at 11:02

9. OLD BUSINESS
 - A. Rice and Arano houses: Staff liaison presents on Rice and Arano houses. An RTC FEIR indicated in response to comment that rail trail work would not impact the two historic structures. However, as brought to the Commission’s attention by Becky Steinbruner, a figure in the FEIR indicated otherwise. In response, the staff liaison contacts RTC staff for clarification about the contradiction. RTC staff indicated by phone call that the graphic is incorrect. There will be no impact to the two structures.
 - B. Redman House: Chair presents on Redman House and Jacob Stone. Chair to send to Png Dir. letter (copy to CAO) regarding an inspection of the Redman House, which is the first step in the demolition or relocation process of an historic structure per County code 16.42.060.B.1.a.
MOTION TO APPROVE WRITING LETTER: Commissioner Phillips
SECOND: Commissioner Orlando
AYES: Burton, Newhouse, Orlando, Philips, Pearlman

- C. History Fair: Went well. Cards and brochures are needed with contact info for next fair.
 - D. Demo Ordinance: staff liaison reports that work is progressing on the Ordinance with no date certain for final.
 - E. Inventory Update: County staff is progressing on work related to placing the historic inventory on the County HRC website. No date is certain for completion of this work.
 - F. Inventory photos: This is redundant to Agenda Item 8G.
 - G. Review HRC goals: Commissioner Lynda to update goals spreadsheet.
- 10. COMMISSIONER PRESENTATIONS/ INFORMATIONAL ITEMS - NA
 - 11. HISTORIC RESOURCES COMMISSION STAFF UPDATE - NA
 - 12. WRITTEN COMMUNICATIONS - NA
 - 13. REVIEW OF ITEMS FOR FUTURE AGENDAS
 - 1. MAH budget presentation
 - 2. commissioner Pearlman to update HRC on Redman House
 - 3. Staff to update on CLG Grant when a final decision comes in from OHP
 - 4. Staff to explain de-listing process
 - 5. Report on SCCO code 2.38.120 election of officers. Is there wiggle room (to be discussed with Planning Supervisor)
 - 6. Start date for taking new photos of all inventory
 - 14. ADJOURNMENT @ 12:32 pm
MOTION TO APPROVE: Philips
 SECOND: Newhouse
AYES: Unanimous

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APPEALS

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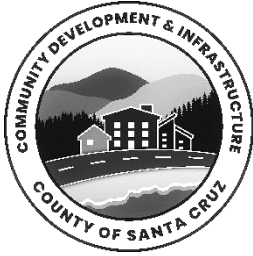


Exhibit A

County of Santa Cruz

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Carolyn Burke
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Special Services

Steve Wiesner
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Transportation

Damon Adlao
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Capital Projects

Kim Moore
Assistant Director
Administration

HISTORIC RESOURCES COMMISSION MINUTES

MONDAY, OCTOBER 7, 2024

9:30 A.M.

REGULAR MEETING

Location of Meeting: 701 Ocean Street, 4th Floor, Planning, Lrg Conf. Room

1. CALL TO ORDER/ROLL CALL

Chair Pearlman called the meeting to order at 9:48 a.m.

Commissioners Absent/Excused: NA

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

Staff present: Matthew Sundt and Donovan Arteaga (staff to the HRC)

Guest: Marla Novo of Santa Cruz Museum of Art and History

2. AGENDA APPROVAL OR MODIFICATION

MOTION TO APPROVE: Commissioner Phillips

SECOND: Commissioner Newhouse

AYES: Pearlman, Burton, Newhouse, Phillips

3. APPROVAL OF MINUTES from the regular meeting of July 8, 2024

MOTION TO APPROVE: Orlando

SECOND: Burton

AYES: Pearlman, Burton, Newhouse, Orlando

Attachment: NA

4. DECLARATION OF EX PARTE COMMUNICATIONS

(Commissioner disclosure of oral and written communications and site visits related to applications appearing on this agenda): (1) correspondence between Commissioner Newhouse and RTC Commissioner Kristen Brown regarding the Arano House, (2) email correspondence between Becky Steinbruner and HRC Commissioner Barry Pearlman; and correspondence between Becky Steinbruner and Commissioners Barry Pearlman and Kevin Newhouse regarding dedication at Aptos Village Park.

5. PUBLIC COMMUNICATIONS (Members of the public may speak on items **not** on this agenda): No public communications items

6. CONSENT ITEMS: No consent items
7. PUBLIC HEARING ITEMS: No public hearing items
8. NEW BUSINESS
 - A. MAH presentation by Marla Novo. MAH will present 2025/26 budget to HRC at April 2025 meeting, or other HRC meeting date before MAH budget adoption.
 - B. HRC staff liaison Matthew Sundt conveys that CLG grant of \$40,000 was awarded but waiting for contract. Need BOS to ratify and accept said grant and sign contract.
 - C. SCCO Code Section 2.38.120 addresses election of officers and that they must turn over every two years with one year abstaining from an officer position before being eligible to be an officer again. The matter of “wobble room” had to do with what if nobody wants to be chair or vice-chair other than those already in those positions. It was stated by the HRC liaison that 2.38.120 is the ideal but that it is possible that a chair or vice-chair position may not turn over if there is no interest on the part of other Commissioners to take the job.
 - D. HRC staff liaison presents the GP policies and strategies relevant to the HRC and historic preservation in Santa Cruz County.
 - E. Review of Santa Cruz County “Your Tax Dollars at Work” budget on county website.
9. OLD BUSINESS
 - A. Commission Chair Barry Pearlman presents on the Redman House. HRC votes unanimously to allocate \$600 of HRC budget to fund the Building Dept. inspection of the Redman House. Motion by K. Newhouse and second by L. Orlando
 - B. Commission review the HRC Goals.
 - a. Training with city of Santa Cruz HRC will occur when possible. Ryan Bane, City of Santa Cruz HRC staff liaison has been contacted twice on the subject in the past eight months.
 - b. De-listing to occur as soon as possible by HRC staff; DPR format is fixed by State Dept. of Parks and Recreation (DPR); photo updates and procedures is labor intensive – will need a cadre of volunteers, but beyond that a photo update will require a dedicated meeting. Lynda provides Staff Liaison with “DPR Form Questions” – Liaison to respond ASAP.
 - c. HRC staff liaison conveyed that work on a demolition and demolition by neglect ordinance commenced but has been put on hold while other CDI tasks related to the Housing Element update are taken care of. No date certain as to when ordinances will be ready for the HRD to review.
 - d. See B.c
 - e. _____
 - f. Mills Act staff report was started and put on hold while work related to the Housing Element update continues.
 - g. _____
 - h. CLG grant awarded. Refer to 8.B
10. COMMISSIONER PRESENTATIONS/ INFORMATIONAL ITEMS
 - a. HRC needs training related to Historic Context Statement update;
 - b. Bayview Hotel open house
 - c. Alba School property deeded to park district
11. HISTORIC RESOURCES COMMISSION STAFF UPDATE - NA

12. WRITTEN COMMUNICATIONS - NA
 13. REVIEW OF ITEMS FOR FUTURE AGENDAS
 1. need to set date for 2025 meetings
 14. ADJOURNMENT @ 12:23 pm
MOTION TO APPROVE: Philips
SECOND: Newhouse
AYES: Unanimous
-

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APPEALS

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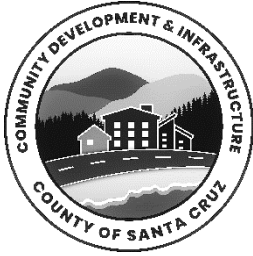


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HISTORIC RESOURCES COMMISSION MINUTES

MONDAY, FEBRUARY 10, 2025

9:30 A.M.

REGULAR MEETING

Location of Meeting: 701 Ocean Street, 4th Floor, Planning, LRG Conf. Room

1. CALL TO ORDER/ROLL CALL

Vice-Chair Phillips calls the meeting to order at 9:41 a.m.

Commissioners Absent/Excused: Barry Pearlman (Dist. 4)

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

Staff present: Matthew Sundt (Staff liaison), Mark Connolly (Policy Section Supervisor)

Guest: Sheri Thomas – County Assessor-Recorder

2. AMEND AND APPROVE AGENDA

MOTION TO AMEND AGENDA: Commissioner Newhouse requests 2/10 Agenda item 8g move to 9B

SECOND: Commissioner Orlando

AYES: Burton, Phillips, Orlando, Newhouse

3. AMEND AND APPROVE MINUTES from the regular meeting of October 7, 2024

AMEND: #8.A should read June, not April; #9.B.b should read “L. Phillips”, nor “Lynda Phillips”; #9.B.d should read #9.B.c

MOTION TO AMEND: Orlando

SECOND: Burton

AYES: Burton, Orlando, Newhouse, Phillips

4. DECLARATION OF EX PARTE COMMUNICATIONS

(Commissioner disclosure of oral and written communications and site visits related to applications appearing on this agenda): None to report.

5. PUBLIC COMMUNICATIONS (Members of the public may speak on items **not** on this agenda): No public communications items

6. CONSENT ITEMS: Approval of 2025 meeting schedule for February 10, June 9 and September 8.
MOTION TO APPROVE: Orlando
SECOND: Newhouse
AYES: Burton, Orlando, Phillips, Newhouse
7. PUBLIC HEARING ITEMS: No public hearing items
8. NEW BUSINESS
 - A. Election: Kevin Newhouse voted as Chair and Lucia Orlando voted as Vice-Chair and each for a two-year term.
MOTION TO APPROVE OFFICERS: Orlando
SECOND: Burton
AYES: Burton, Orlando, Phillips, Newhouse
 - B. Discussion of the Mills Act program with Sheri Thomas County Assessor-Recorder Limit contracts to 20 and limit program to NR- 1 to NR-4 properties only.
MOTION TO APPROVE RECOMMENDATION TO BOS: Burton
SECOND: Phillips
AYES: Burton, Orlando, Phillips, Newhouse
 - C. Presentation by commissioner Newhouse: Bayview Hotel is still on the market.
 - D. Presentation on Historic Context Statement by Staff Liaison M. Sundt
 - E. Presentation on delisting the Redman-Hirahara House from the County's Historic Inventory.
MOTION TO APPROVE RECOMMENDATION TO BOS: Phillips
SECOND: Orlando
AYES: Burton, Orlando, Phillips, Newhouse
 - F. County Fair Ad Hoc Committee to include Orlando and Pearlman (note that subsequent email correspondence from Pearlman dated February 13 indicated he would not be available to participate in ad hoc committee. Lynda Phillips will volunteer for the Ad Hoc Committee).
9. OLD BUSINESS
 - A. Staff Liaison M. Sundt conveys that Demolition by Neglect ordinance is slowly materializing. No date certain as to when ordinance will be brought forth, but 2025 is most likely.
 - B. Discussion about training with the City of Santa Cruz. Also consider training / courses with the Cal. Preservation Foundation and Commission as well as training on the Cal. Historic Building Code. Staff Liaison to check existing compiled list of properties that could potentially be added to Historic Inventory.
10. COMMISSIONER PRESENTATIONS/ INFORMATIONAL ITEMS – No items.
11. HISTORIC RESOURCES COMMISSION STAFF UPDATE - NA
12. WRITTEN COMMUNICATIONS - NA
13. REVIEW OF ITEMS FOR FUTURE AGENDAS
 1. Blue Plaque Awards Update
 2. Museum of Art and History Annual Budget presentation by MAH staff

14. ADJOURNMENT @ 12:45 pm
MOTION TO APPROVE: Philips
SECOND: Newhouse
AYES: Burton, Orlando, Phillips, Newhouse
-

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APPEALS

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ITEM 3

County of Santa Cruz

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Steve Wiesner
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Administration

HISTORIC RESOURCES COMMISSION MINUTES

MONDAY, JUNE 9, 2025

9:30 A.M.

REGULAR MEETING

Location of Meeting: 701 Ocean Street, 4th Floor, Planning, LRG Conf. Room

1. CALL TO ORDER/ROLL CALL

Chair Newhouse calls the meeting to order at 9:37 a.m.

Commissioners Absent/Excused: Emily Burton resigned (Dist. 1)

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

Staff present: Mark Connolly (Policy Section Supervisor) [Matthew Sundt (Staff liaison) is absent]

Guest: Ginger Shulick Porcella MAH Executive Director

2. APPROVE AGENDA APPROVAL OR MODIFICATION

MOTION TO AMEND: Commissioner Newhouse requests Item 9F to reflect "Historic Context Statement" instead of "Historic Inventory"

Motion to Approve: Commissioner Pearlman

SECOND: Commissioner Phillips

AYES: Phillips, Orlando, Pearlman, Newhouse

3. APPROVAL OF MINUTES from the regular meeting of June 9, 2025

MOTION TO Approve: Commissioner Orlando

SECOND: Commissioner Pearlman

AYES: Phillips, Orlando, Pearlman, Newhouse

4. DECLARATION OF EX PARTE COMMUNICATIONS

(Commissioner disclosure of oral and written communications and site visits related to applications appearing on this agenda): None to report.

5. PUBLIC COMMUNICATIONS (Members of the public may speak on items **not** on this agenda and not to exceed three minutes): No public communications items

6. CONSENT ITEMS

No consent items

7. PUBLIC HEARING ITEMS:
No public hearing items
8. NEW BUSINESS
 - A. Presentation of MAH budget by MAH Executive Director Ginger Shulick Porcella.
 - B. Presentation of Aptos Village Firehouse and Hihn Apple Barn graphics display by Becky Steinbruner. Makes point that graphic displays are fading and that the south side of the Hihn Barn paint is peeling.
 - C. Certified Local Government form provided as an informational item only. [sent to OHP by County staff on June 11]
9. OLD BUSINESS
 - A. Commissioner Phillips presents on Commission Goals. Commissioner Phillips requests that the HRC website be made more functional and specifically, that the Historic Inventory on the website be made more functional. Vice-chair Orlando explains that she commenced to take photos of historic inventory units in her district.
 - B. County General Plan Policies and Implementation Strategies provided as an informational item only. Commissioner Pearlman reminds Commissioners that there are training programs available and report participation in such to County Staff Liaison.
 - C. Overview of Mills Act presented by Chair and County staff Mark Connolly. County HRC Liaison will have project implementation update for the September 8 HRC meeting to include application template, contract, and fee structure relevant to applicants.
 - D. Brief discussion of delisting of Redman-Hirahara House to be presented to BOS on August 5
 - E. Chair Newhouse explains that owner of Bayview Hotel is clearing out the contents so that the place can be inspected and better presented to prospective buyers.
 - F. County staff working with Dudek on the Historic Context Statement update. County HRC Liaison should have a presentation for the September 8 HRC meeting.
 - G. Verbal report by Vice-chair Orlando on County History Fair on May 17
 - H. Demolition by Neglect Ordinance is under construction and a presentation made to HRC on September 8
10. COMMISSIONER PRESENTATIONS/ INFORMATIONAL ITEMS:
Commissioner Pearlman requests that the HRC return to four meetings per year.
11. HISTORIC RESOURCES COMMISSION STAFF UPDATE - NA
12. WRITTEN COMMUNICATIONS - NA
13. REVIEW OF ITEMS FOR FUTURE AGENDAS
 1. Address HRC meeting schedule for 2026. Request to return to four annual HRC meetings
 2. Commissioner Pearlman comments on whether HRC needs to formally present to BOS the results of Museum of Art and History Annual Budget presentation by MAH. Chair Newhouse to script.
14. ADJOURNMENT @ 12:15 pm

MOTION TO APPROVE: Pearlman
SECOND: Orlando
AYES: Phillips, et al

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HISTORIC RESOURCES COMMISSION MINUTES

MONDAY, SEPTEMBER 8, 2025

9:30 A.M.

REGULAR MEETING

Location of Meeting: 701 Ocean Street, 4th Floor, Planning, LRG Conf. Room

1. CALL TO ORDER/ROLL CALL

Chair Newhouse calls the meeting to order at 9:33 a.m.

Commissioners Absent/Excused: NA

Commissioners Present: Lynda Phillips (District 5), Lucia Orlando (Dist. 3), Kevin Newhouse (Dist. 2), Barry Pearlman (Dist. 4), Jim Evans (Dist. 1 – Jim replaced Emily Burton. This was Jim's first HRC meeting)

Staff present: Mark Connolly (Policy Section Supervisor) Matthew Sundt (Staff liaison)

Guest: Becky Steinbruner

2. APPROVE AGENDA APPROVAL OR MODIFICATION

MOTION TO AMEND: Commissioner Phillips requested that Item 9B (Mills Act update) be moved to New Business as Item 8E.

MOTION TO APPROVE: Commissioner Pearlman

SECOND: Commissioner Orlando

AYES: Orlando, Phillips, Pearlman, and Evans

3. APPROVAL OF MINUTES from the regular meeting of June 9, 2025, as amended to include reference under Item 9D (Old Business) that Becky Steinbruner did comment on the Redman – Hirahara House.

MOTION TO APPROVE: Commissioner Orlando

SECOND: Commissioner Phillips

AYES: Orlando, Phillips, Pearlman. Evans abstained because he was not on the Commission In June

4. DECLARATION OF EX PARTE COMMUNICATIONS

(Commissioner disclosure of oral and written communications and site visits related to applications appearing on this agenda): None to report.

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

agenda and not to exceed three minutes): Becky Steinbruner presents on Bayview, Redman – Hirahara House, and Blue Plaque

6. CONSENT ITEMS
No consent items
7. PUBLIC HEARING ITEMS
No public hearing items
8. NEW BUSINESS
 - A. Staff presented on the Demolition by Neglect Ordinance and conveyed that another workshop on the subject will be forthcoming.
 - B. Staff presents on delisting of Alba School, Sea Breeze Tavern, and Discoveryland Preschool.
MOTION TO APPROVE: Commissioner Pearlman
SECOND: Commissioner Orlando
AYES: Orlando, Evans, Phillips, Pearlman. Evans only abstained
 - C. Brief discussion on the Historic Context Statement update prepared by Dudek
 - D. 2026 HRC meeting schedule. It was decided that three meetings in a year would be appropriate for 2026 with options for special meetings: **February, June and September** are selected months and second Mondays are the usual dates.
 - E. Mills Act: staff briefly explains the next steps related to rolling out the Mills Act
9. OLD BUSINESS
 - A. Commission reviewed Goals: Commissioner Phillips needs names and addresses for property owners
 - B. Short discussion on the delisting of the Redman – Hirahara House. Property owner makes the next step (most likely to be demolition).
 - C. Website update. Some commissioners are still having problems navigating the County web site relative. Commissioner Orlando offered her written directions to Commissioners that explains how to access information on the web site.
 - D. Inventory updates. Discussion about new photos to replace the bad quality photos associated with the DPR forms.
 - E. Cat and Cloud signage and Hihn Apple Barn graphics displays. County staff to write letter to property owner of Cat and Cloud.
 - F. Staff introduces September 8, 2004 HRC minutes that addresses a fire department using an historical structure for structural burn practice.
10. COMMISSIONER PRESENTATIONS/ INFORMATIONAL ITEMS:
 - A. Arano House site visit update by Commission Chair Newhouse.
 - B. Certification of Appreciation explained by Commissioner Phillips - recommends a Certification for the Bennett House.
11. HISTORIC RESOURCES COMMISSION STAFF UPDATE
 - A. Meeting stipends – two Commissioners participate – two signed
12. WRITTEN COMMUNICATIONS - NA
13. REVIEW OF ITEMS FOR FUTURE AGENDAS
 - A. *Demolition by Neglect Ordinance* workshop and recommendation of approval
 - B. Historic Context Statement final review and recommendation of approval
14. ADJOURNMENT @ 12:15 pm

*MOTION TO APPROVE: Commissioner Phillips
SECOND: Commissioner Orlando
AYES: Orlando, Evans, Phillips. Pearlman exited early*

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APPEALS

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County of Santa Cruz

Department of Community Development and Infrastructure

701 Ocean Street, Fourth Floor, Santa Cruz, CA 95060
Planning (831) 454-2500 Public Works (831) 454-2160

Jocelyn Drake
Assistant Director
Permit Division

Stephanie Hansen
Assistant Director
Housing & Policy

Carolyn Burke
Assistant Director
Special Services

Steve Wiesner
Assistant Director
Transportation

Damon Adlao
Director
Capital Projects

Kim Moore
Assistant Director
Administration

HISTORIC RESOURCES COMMISSION MINUTES

MONDAY, NOVEMBER 3, 2025

9:30 A.M.

SPECIAL MEETING

Location of Meeting: 701 Ocean Street, 4th Floor, Planning, LRG Conf. Room

1. CALL TO ORDER/ROLL CALL

Vice-Chair Orlando calls the meeting to order at 9:50 a.m.

Commissioners Absent/Excused: Newhouse (Dist. 2)

Commissioners Present: Lynda Phillips (District 5), Lucia Orlando (Dist. 3), Barry Pearlman (Dist. 4), Jim Evans (Dist. 1)

Staff present: Mark Connolly (Policy Section Supervisor), Matthew Sundt (Staff liaison), Riley Rhodes (PLNG Tech)

Guest: Becky Steinbruner

2. APPROVE AGENDA APPROVAL OR MODIFICATION

MOTION TO AMEND: Commissioner Phillips requested that henceforth Item 9A ("Old Business") be renamed "Continuing Business" to better reflect what occurs.

MOTION TO APPROVE MINUTES: Commissioner Pearlman

SECOND: Commissioner Phillips

AYES: Unanimous approval

3. APPROVAL OF MINUTES from the regular meeting of June 9, 2025, as amended to include reference under Item 9D (Old Business) that Becky Steinbruner did comment on the Redman – Hirahara House.

MOTION TO APPROVE: Commissioner Phillips

SECOND: Commissioner Evans

AYES: Unanimous approval

4. DECLARATION OF EX PARTE COMMUNICATIONS

(Commissioner disclosure of oral and written communications and site visits related to applications appearing on this agenda): None to report.

5. PUBLIC COMMUNICATIONS (Members of the public may speak on items **not** on this agenda and not to exceed three minutes): Becky Steinbruner requests that the HRC

follow through with the Cat and Cloud signage restoration and would like a copy of the letter on the subject that was sent to the property owner; requests that the HRC contact the owner of the Hihn Apple Barn regarding peeling paint. Ms. Steinbruner addresses the boarding up of the Arano House, presents on Bayview Hotel and reiterates her concern related to Redman – Hirahara House barns that were removed.

6. CONSENT ITEMS
No consent items
7. PUBLIC HEARING ITEMS
No public hearing items
8. NEW BUSINESS
 - A. Staff presented the new HRC bylaws.
MOTION TO APPROVE and REQUEST STAFF TO FORWARD TO BOS:
Commissioner Pearlman
SECOND: Commissioner Phillips
AYES: Unanimous approval
 - B. Staff presented the Historic Context Statement.
MOTION TO APPROVE and REQUEST STAFF TO FORWARD TO BOS:
Commissioner Phillips
SECOND: Commissioner Evans
AYES: Unanimous approval
9. OLD BUSINESS
None to discuss
10. COMMISSIONER PRESENTATIONS/ INFORMATIONAL ITEMS:
None to discuss
11. HISTORIC RESOURCES COMMISSION STAFF UPDATE
 - A. Demolition by Neglect Ordinance pending February 9, 2026
12. WRITTEN COMMUNICATIONS
None to discuss
13. REVIEW OF ITEMS FOR FUTURE AGENDAS
 - A. *Another Cat and Cloud letter to be sent and copy to Becky Steinbruner*
 - B. Hihn Apple Barn – send letter regarding peeling paint
14. ADJOURNMENT @ 11:15 pm
MOTION TO APPROVE: Commissioner Phillips
SECOND: Commissioner Evans
AYES: Unanimous approval

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