



MINUTES
CITY OF NORCO
HISTORIC PRESERVATION COMMISSION
2870 CLARK AVENUE
CONFERENCE ROOM "A"
January 12, 2016



Commission Members:

Matthew Potter – Chair
Diana Stiller – Vice Chair
Patricia Overstreet – Commission Member
Mark Sawyer – Commission Member
Teresa Edwards – Commission Member

Staff Present:

Roger Grody, Economic Development Consultant
Bill Wilkman, Cultural Resources Consultant
Theresa Hanley, Collections Management Consultant

CALL TO ORDER: **4:01 P.M.**

PLEDGE OF ALLEGIANCE: **Chair Potter**

1. PUBLIC COMMENTS: **None**

2. TO BE READ BY CHAIR: “All discretionary actions before the Historic Preservation Commission are advisory in nature and final actions will be confirmed, modified or deleted by the City Council.”

3. APPROVAL OF MINUTES: Regular Meeting of November 10, 2015

M/S Overstreet/Sawyer to approve the regular meeting minutes of November 10, 2015, as written.

AYES: Potter, Stiller, Edwards, Overstreet, Sawyer Motion Passed

4. DISCUSSIONS:

a. Update on Hosting a History Symposium:

Chair Potter indicated that there was little new to report. He had reached out to the Lake Norconian Club Foundation to co-host the event, but because of their ongoing litigation and repairs to the Norconian Hotel, their members were too busy to discuss the matter further.

b. Local Landmark Designation for Community Center / Original City Hall:

Consultant Wilkman led a review of a draft nomination report for the Community Center, which he indicated could be used as a template for future landmark designations. This building, he indicated, warranted nomination on both architectural grounds and significance of purpose, noting the “Fireplace Room” was the site of the very first meeting of the Norco City Council after incorporation in 1964. A lengthy discussion ensued regarding the merits of the building and the format of the nomination report.

M/S Edwards/Overstreet to recommend to the City Council that local landmark status be granted to the Community Center and Park.

AYES: Potter, Stiller, Edwards, Overstreet, Sawyer Motion Passed

c. Training Opportunity: National Register Nomination Process:

Consultant Wilkman suggested the Commission schedule an in-house training session that would use the Norconian Club as a case study for examining the nomination process for the National Register. After consultation with their respective calendars, the Commission agreed on Tuesday, February 9, 2016, at 4:00 p.m.

d. Review of Draft Cultural Resources Survey and Evaluation of the Norconian:

Consultant Wilkman inquired as to whether the Commission Members had any comments on this document, which was too lengthy to go through in detail at this meeting. He suggested that the Members send him any comments or typographical errors.

5. LONG-TERM MANAGEMENT OF THE HISTORIC COLLECTIONS:

a. Update on Move to Community Center (Chair Potter)

The Members discussed their desire to switch the existing table for the one left in the trailer, and staff agreed to assist in the arrangements.

b. Collection Room Plan (Consultant Hanley)

Consultant Hanley reiterated that four steps were required to successfully completing her mission: 1) setting up the room; 2) revising the Policies & Procedures Manual and begin cataloging; 3) preservation and physical care of the collection's items; and 4) operations of the room. She also discussed the possibility of applying for a \$6,000 National Endowment for the Humanities (NEH) Preservation Assistance Grant, due in May. She indicated her familiarity with the grant, as both an applicant and peer reviewer.

M/S Potter/Overstreet to move forward with the application for the National Endowment for the Humanities Preservation Assistance Grant.

AYES: Potter, Stiller, Edwards, Overstreet, Sawyer Motion Passed

In addition, several Commission Members agreed to agendaize the Policies & Procedures Manual for the next regular meeting, as well as Consultant Hanley's new proposal for Fiscal Year 2016-2017.

Chair Potter suggested that a new sign for the room, reading "NORCO HERITAGE CENTER", Commission-approved name, be prepared; all agreed.

6. CULTURAL RESOURCES CONSULTANT UPDATES (Consultant Wilkman):

a. Navy Activities

At the last meeting, Consultant Wilkman reported on the Navy's plans for reroofing Building 514 with asphalt shingles instead of the existing red clay tiles; he reported that the Navy has reconsidered and plans to replace the roof "with like materials".

b. Update on the Nomination of the Norconian Property to the National Register

Consultant Wilkman reported that the nomination which would add the property to the National Register for the WWII and Post-War eras, for which currently is listed for the resort era, is proceeding rapidly; adding that it has become a very complex nomination process. He indicated it would be submitted first to the State Historic Preservation Officer (SHPO), then to the State Historical Resources Commission, and eventually forwarded to the federal level. Consultant Wilkman estimated a March 2016 submission.

7. SUBCOMMITTEE BRIEFINGS:

a. Outreach Subcommittee (Chair Potter/Consultant Wilkman)

Nothing new to report.

The Commission was reminded that the nomination of the Community Center was an Outreach Subcommittee project. Vice Chair Stiller suggested the Commission prepare flyers for the Norco Film Festival.

b. Collection Advisory Subcommittee (Vice Chair Stiller/Consultant Wilkman)

Nothing new to report.

8. COMMISSION MEMBER/CONSULTANT/STAFF COMMENTS:

- Commission Member Sawyer reminded his colleagues of the GoFundMe page for the Lake Norconian Club Foundation.

9. NEXT MEETING: **March 8, 2016**

10. ADJOURNMENT: Chair Potter adjourned the meeting at **5:30 p.m.**