



CITY OF NORCO
HISTORIC PRESERVATION COMMISSION REGULAR MEETING MINUTES

Tuesday, March 8, 2016
Norco City Hall, Conference Room A, 2870 Clark Avenue, Norco CA 92860

CALL TO ORDER: 4:01 p.m.

ROLL CALL: Matthew Potter, Chair - **Present**
Diana Stiller, Vice Chair - **Present**
Teresa Edwards, Commission Member - **Present**
Patricia Overstreet, Commission Member - **Present**
Mark Sawyer, Commission Member - **Present**

PLEDGE OF ALLEGIANCE: **Commission Member Edwards**

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."

1. PUBLIC COMMENTS: **None**

2. APPROVAL OF MINUTES: Regular Meeting of January 12, 2016, and Special Meeting of February 9, 2016

M/S OVERSTREET/SAWYER to approve the Regular Meeting Minutes of January 12, 2016 as written; the motion was carried by the following roll call vote:

AYES: POTTER, STILLER, EDWARDS, OVERSTREET, SAWYER

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

M/S OVERSTREET/SAWYER to approve the Special Meeting Minutes of February 9, 2016 as written; the motion was carried by the following roll call vote:

AYES: POTTER, STILLER, EDWARDS, OVERSTREET, SAWYER

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

3. DISCUSSIONS:

A. Heritage Room Project:

Chair Potter indicated he had completed some additional painting at the Heritage Room. He inquired about the budget for additional improvements.

Consultant Grody indicated the budget process for Fiscal Year 2016/17 is to begin shortly.

Commission Member Sawyer stated he was still willing to assist the Norco Area Chamber in conducting a full inventory of the items displayed in its offices. Consultant Grody suggested that arrangement could be made in early April.

B. Balance Budget for FY 2015/2016:

Consultant Grody indicated there was approximately \$1,000 still remaining in the current Fiscal Year 2015/16 budget for Capital Improvements and/or supplies.

Consultant Hanley suggested that desktop display cabinets would likely be a good use of the funds if the Commission was serious about exhibiting the Collection.

C. Future Local Landmark Designation

Consultant Grody reported that a draft staff report has been prepared for the designation of the Community Center, pursuant to the Historic Preservation Commission direction, and that it would be scheduled for an upcoming City Council meeting.

Discussion ensued regarding the possible designation of additional buildings, such as the Norco Library (former City Hall), Norco Garage and other historic structures from the original town center. The Commission entertained the concept of designating that entire area a historic district.

M/S POTTER/OVERSTREET to ask the City's Cultural Resources Consultant to research and report back to the Commission on the feasibility of designating the Library complex as a historic district.

Under discussion:

Commission Member Sawyer mentioned the Maverick's Saloon and the American Legion Hall situated in the area being considered.

Chair Potter amended his motion to be limited to City-owned properties; the motion was carried by the following roll call vote:

AYES: POTTER, STILLER, EDWARDS, OVERSTREET, SAWYER

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

Consultant Wilkman also discussed the difference between a landmark and place of historical interest; informing the Commission that a building does not necessarily have to be 50-years-old to earn landmark status.

Vice Chair Stiller noted that some Social Studies teachers are using Norco as an example of a community that exhibits a genuine "sense of identifiable place" which was well received by her colleagues.

4. CONSULTANT UPDATES:

A. Cultural Consultant Bill Wilkman

o Navy Update:

Consultant Wilkman distributed some material from the Virginia Department of Historic Resources as an example of an informative, user-friendly guide to the Section 106 process of the National Historic Preservation Act. He explained that when the Navy wanted to build a warehouse, they submitted a request to the State in which they defined an "Area of Potential Effect" or APE. Mr. Wilkman contends that the Navy improperly identified the boundaries of the APE; he provided some aerial photographs to support that argument. He indicated that some additional green space should have been included, as well as the Pavilion and the hotel itself, which would be impacted by the construction. He reported that he would be commenting on this during the Section 106 review process for the warehouse. Mr. Wilkman mentioned that he had no objections to another request of the Navy involving the creation of a new parking lot for employees.

Consultant Wilkman further reported on the Navy's communications with the Advisory Council on Historic Preservation (ACHP), the agency established to ensure the integrity of the Section 106 process. In a letter to the City, the ACHP stated that the City of Norco had not made its case in regards to establishing historic significance of various buildings on the base, and that it was siding with the Navy on that position. This is an extremely discouraging development, one that further erodes the little confidence the City ever had in the State to treat these issues in a fair and objective manner.

o Status of National Register Nomination:

Mr. Wilkman reported that his nomination, which would add the Norconian property to the National Register for the WWII and Post-War Eras, currently listed for the Resort Era, is entering its final phase and will be submitted to the State Historic Preservation Officer (SHPO) shortly.

B. Collections Management Consultant Theresa Hanley

o Mid-Year Interim Report:

Consultant Hanley led the Commission through a review of her Interim Report. She reported that much of the work planned for Fiscal Year 2015/16 remains to be completed. Consultant Grody confirmed that approximately \$3,000 of the budget remains unspent. Ms. Hanley strongly suggested that a date be set for the Open House/Inaugural Exhibition of the Collection. She noted that the proposal for Fiscal Year 2016/17 is more project-based than process-oriented. She also noted that despite its shortcomings, the Policies & Procedures Manual remains a solid guide moving forward.

Commission Member Overstreet encouraged the Commission to select a date for the Open House as soon as possible, emphasizing that dates get booked fast in Norco. She also lamented the termination of the City's Western Art Show, and hoped that the Commission might play a role in its return.

Commission Member Sawyer reported that he has reached out to former City Historian Ron Snow for comments from his database, but has received no response.

M/S POTTER/OVERSTREET to recommend renewal of the contract with Consultant Hanley as outlined in her proposal and recommend the same amount of capital improvement/supplies funding (\$1,000) to the City Manager for Fiscal Year 2016/17; the motion was carried by the following roll call vote:

AYES: POTTER, STILLER, EDWARDS, OVERSTREET, SAWYER

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

M/S STILLER/SAWYER to recommend that the remaining funds in the Capital Improvements/Supply Budget be expended on telephone setup costs and display materials subject to a list provided by Consultant Hanley; the motion was carried by the following roll call vote:

AYES: POTTER, STILLER, EDWARDS, OVERSTREET, SAWYER

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

5. **SUBCOMMITTEE BRIEFINGS:**

A. Outreach Subcommittee: Nothing to report.

B. Collection Advisory Subcommittee:

Vice Chair Stiller offered to assist Consultant Hanley, proposing to bring in some students to also help.

6. **COMMISSION MEMBER/CONSULTANT/STAFF COMMENTS:**

Vice Chair Stiller reported on a tour taken of the historic Patton State Hospital, noting the onsite museum is staffed by graduate students from Cal State San Bernardino.

7. **NEXT MEETING: May 10, 2016**

8. **ADJOURNMENT:** Chair Potter adjourned the meeting at **5:36 p.m.**