



**CITY OF NORCO
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING AGENDA**

**Tuesday, July 14, 2020
City Hall, Conference Rooms A & B, 2820 Clark Avenue, Norco CA 92860
[LIVE STREAM](#)**

**PUBLIC ADVISORY: THE CITY HALL CONFERENCE ROOMS
WILL NOT BE OPEN TO THE PUBLIC**

Please be advised that pursuant to the Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, and to ensure the health and safety of the public and City Staff by limiting human contact that could spread the COVID-19 virus, the City Hall Conference Rooms will not be open for the regular meeting of the Historic Preservation Commission scheduled for Tuesday, July 14, 2020. The meeting will be live streamed through the City of Norco Website at www.vimeo.com/cityofnorco for public view.

The public is invited to participate in public comment by submitting public comments, prior to the item being discussed closing, by emailing dgermain@ci.norco.ca.us. Please identify the item you are referencing (i.e. Public Comment, Item 1, etc...). Please limit comments to 250 words or less. All comments submitted before the item has closed will be read aloud at the meeting. Any comments received after this deadline and before the meeting has been adjourned will be maintained with the minutes of the meeting.

CALL TO ORDER: 4:00 p.m.

ROLL CALL: Teresa Edwards, Chair
Jamie Ball, Commission Member
Carolyn Morse, Commission Member

PLEDGE OF ALLEGIANCE: Commission Member Ball

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."

- PUBLIC COMMENTS:** *This is the time when persons viewing, wishing to address the Historic Preservation Commission regarding matters NOT on the agenda, may be heard. Please email the Deputy City Clerk at dgermain@ci.norco.ca.us, so that you may be recognized. Your comments will be read at this time into the record. The Ralph M. Brown Act limits the Commission's ability to respond to comments on non-agendized matters at the time such comments are made. The Historic Preservation Commission shall not discuss or take action relative to any general public comment.*

2. **CONSENT ITEMS:** *All items listed under Consent Items are considered to be routine and may be enacted by one motion. There will be no separate action unless Members of the Commission or the audience request specific items be removed from the Consent Items for public comments or discussions. Items removed from the Consent Calendar will be separately considered under Item No.3 of the Agenda.*
 - A. Historic Preservation Commission Regular Meeting Minutes of March 10, 2020.
Recommended Action: Approval (*Deputy City Clerk*)
3. **ITEM(S) PULLED FROM HISTORIC PRESERVATION COMMISSION CONSENT ITEMS**
4. **CONTINUED DISCUSSION ITEMS:**
 - A. Name Change of the Bob and Arlene Allen Historical Community Room (*Economic Development Consultant*)
5. **DISCUSSION ITEM:**
 - A. Mitigation Measures for the Palomino Business Park Project (*Cultural Resources Consultant*)
6. **SUBCOMMITTEES / CONSULTANTS UPDATES / STAFF COMMUNICATIONS**
(*ORAL REPORTS - ITEMS NOT ON THE AGENDA*)
 - A. Collection Advisory Subcommittee
 - B. Outreach Subcommittee
 - C. Cultural Resource Consultant
 - D. Collections Management Consultant
 - E. Items for Future Consideration
7. **ANNOUNCEMENTS:**
 - A. Next Regular Meeting September 8, 2020

ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office (951) 270-5623. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II). Staff reports are on file in the City Clerk's office. Any writings or documents provided to a majority of the Historic Preservation Commission regarding any item on this agenda will be available for public inspection at the City Clerk's Counter in City Hall located at 2870 Clark Avenue. This meeting is recorded.



CITY OF NORCO
HISTORIC PRESERVATION COMMISSION REGULAR MEETING MINUTES

Tuesday, March 10, 2020
Council Chamber, 2820 Clark Avenue, Norco CA 92860

CALL TO ORDER: **4:05p.m.**

ROLL CALL: **Present:**
Teresa Edwards, Chair
Diana Stiller, Vice Chair
Carolyn Morse, Commission Member

PLEDGE OF ALLEGIANCE: **Member Carolyn Morse**

OATH OF OFFICE: Deputy City Clerk Germain gave the Oath of Office to newly appointed Commission Member Jamie Ball.

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:

- Mike Sampson, resident of Norco, introduced himself noting that he may be interested in applying to join this Commission; he decided to attend a meeting to get an idea of this Commission's responsibilities.

2. CONSENT ITEMS:

M/S STILLER/EDWARDS to approve the consent item, with a correction on page five.

The motion was carried by the following roll call vote:

AYES: EDWARDS, STILLER, BALL, MORSE

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

- A. Historic Preservation Commission Regular Meeting Minutes of January 14, 2020.
Recommended Action: Approved (Deputy City Clerk)

3. ITEM(S) PULLED FROM HISTORIC PRESERVATION COMMISSION CONSENT ITEMS **None**

4. DISCUSSION ITEM:

A. Review and Approve 2018-2019 Certified Local Government (CLG) Annual Report
(*Cultural Resource Consultant*)

Consultant Bill Wilkman presented the report of the 2018/2019 Certified Local Government (CLG) Annual Report. Upon reviewing the report, he noted a correction on page 4 of the Annual Report, correcting the "Date Term Ends" for Chair Edwards from 2019 to 2023. He also asked the Commission to discuss goals for the following year, 2019-2020, as noted under item D on page 10, Initiating an outreach program.

In response to Chair Edwards, Consultant Wilkman stated that the goals listed are for staff, Consultants, and the Commission to work on together. He also noted that the work being done at the Historic Room is not included within the purview of this report.

Consultant Wilkman asked that the Commission if any Members had taken the online seminar on June 18, 2019, provided by the California Preservation Foundation (noted on page 6 of the report). Chair Edwards and Vice Chair Stiller had both completed Part 1 and Part 2 of the Planning and Zoning webinars. It was also noted that the Commission had an additional event at the Historical Community Room during the Norco Fair, August 30-September 2, 2019.

In response to Chair Edwards, Consultant Grody explained that the City of Norco General Plan – Land Use Element is included with the annual report as portion of it pertains to the history of Norco, but cautioned that making any changes to this document is not within the purview of this Commission. Although, the Commission could make a recommendation to update the history portion of this document to the Planning Department.

Member Morse asked for a correction on her attendance at the Commission meeting of July 16, 2019, as it was her first meeting as a Commission Member.

M/S EDWARDS/STILLER to approve the 2018-2019 Certified Local Government (CLG) Annual Report, with minor corrections. The motion was carried by the following roll call vote:

AYES: EDWARDS, STILLER, BALL, MORSE
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

B. Name Change of the Bob and Arlene Allen Historical Community Room (*Economic Development Consultant*)

Consultant Roger Grody presented the report based on the continued use of "heritage room" by both staff and the Commission. He expanded to clarify that any change must be presented to the City Council as a recommendation for its approval.

Member Ball requested that this subject be continued to the next regular meeting, giving the Member an opportunity to think of submissions for consideration.

M/S EDWARDS/BALL to continue discussion on potential name change of the Allen Historical Community Room. The motion was carried by the following roll call vote:

AYES: EDWARDS, STILLER, BALL, MORSE

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

C. Orientation and Review of Historic Preservation Commission Duties (*Economic Development Consultant*)

Consultant Roger Grody reviewed the Norco Municipal Code Chapter 2.26, Historic Preservation Commission's duties, and limitations on authority.

Chair Edwards asked that the Purpose, Definitions and Duties sections of Chapter 2.26 be read aloud. She read the Purpose section. Vice Chair Stiller read the Definitions section and Member Morse read the Duties section.

In response, Consultant Wilkman explained what the Historic Preservation Overlay Zone is, as it is noted in numerous areas of the Chapter.

Chair Edwards suggested the Commission create a list of goals in order to assist the consultant with many of the duties that fall onto him.

Vice Chair Stiller noted that the Commission has done many of the items noted in the Chapter, but suggested that a few more items could also be done by the Commission.

Consultant Wilkman stated that outreach to the community definitely needs to be worked on; unfortunately, not much has been done to date as there were other items going on. He explained California Environmental Quality Act's (CEQA) purpose pertaining to historic resource, an example noted is the recent subject of the Eisen property, which qualifies for preservation. He also offered to do a training session for the Commission on CEQA.

Member Ball asked about procures to share information with the community to educate, offering the Visitor Center's brochure in collaboration with the Commission.

For the benefit of newly appointed Member Ball, Vice Chair Stiller shared the many events at the Allen Historical Community Room that the Commission has hosted over the past year.

5. SUBCOMMITTEES / CONSULTANTS UPDATES / STAFF COMMUNICATIONS
(ORAL REPORTS - ITEMS NOT ON THE AGENDA)

A. Collection Advisory Subcommittee:

Chair Edwards requested for contact format for residents to contact either the Commission or the Historic Room, such as a website. Member Ball suggested an email address be provided on the Visitor Center brochure. Staff confirmed that there is already an email address set up for residents or others to contact the Commission, which goes to City staff to either reply or forward to the Commission.

Chair Edwards also asked for a new lock on the outside door of the Collection's room, and requested that no one else have access to the room. Consultant Grody explained that the room is City property and City maintenance staff will always have access to the room when needed.

B. Outreach Subcommittee:

Vice Chair Stiller stated had nothing to report.

C. Cultural Resource Consultant:

Consultant Bill Wilkman stated that the Navy meeting scheduled on March 11, 2020, has been postponed to next month. On a separate note, the Navy submitted extensive comments on the Lake Norconian property nomination, noting that he will review and prepare a reply to the comments.

D. Collections Management Consultant:

Consultant Chuck Wilson shared that he continues to process the collection, now moving onto artifacts. He commended City staff in cleaning out the kitchen to accommodate additional shelving placement. He has placed two framed-large pictures on either sides of the hung surfboard; one depicts a motor boat with a skier. Consultant Wilson affirmed that the doors would be open during Norco Horseweek, on Friday, Saturday and Sunday.

E. Items for Future Consideration:

M/S STILLER/EDWARDS to review and discuss actions to be taken off the list of Duties noted in Section 2.26.090 of the Norco Municipal Code; to work on the items listed one at a time throughout the next year. The motion was carried by the following roll call vote:

AYES: EDWARDS, STILLER, BALL, MORSE

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

6. ANNOUNCEMENTS:

A. Next Regular Meeting May 12, 2020

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

CITY OF NORCO STAFF REPORT

TO: Historic Preservation Commission

FROM: Andy Okoro, City Manager

PREPARED BY: Roger Grody, Economic Development Consultant

DATE: July 14, 2020

SUBJECT: Name Change of the Bob and Arlene Allen Historical Community Room

RECOMMENDATION: Provide Direction or Recommendation to City Council to change the name of the Bob and Arlene Allen Historical Community Room

On November 10, 2015, the Historic Preservation Commission voted to name the room at the Community Center, which houses the City's historic collection, as the "Norco Heritage Center." It had not been changed as the City Council never took formal action on the matter, and the City Council had adopted the official name of that room to the "Bob and Karlene Allen Historical Community Room" at its meeting of March 5, 2014.

This item provides the Commission a forum to discuss any potential name change to the room, which requires it to be presented to and approved by the Norco City Council.

Some Commission Members continue to refer to the subject room as the "Norco Heritage Center" or "Norco Heritage Room", both of which are technically incorrect until the City Council takes official action.

FISCAL IMPACT: None.

Attachments:

Exhibit A: Historic Preservation Commission Minutes Excerpt – 11/10/2015
Exhibit B: City Council Meeting Report & Minutes Excerpt – 03/05/2014

Historic Preservation Commission Minutes Excerpt
November 10, 2015

4. DISCUSSIONS:

C. Naming of the Collection

Consultant Grody distributed a list of potential names, to use as a guide, for naming the collection held at the Community Center.

Discussions ensued regarding the use of the term "museum". The following vote was taken on the Commission's decision:

M/S Sawyer/Stiller to name the location "Norco Heritage Center", at the Bob and Karlene Allen Room in the Community Center.

AYES: Potter, Sawyer, Stiller

NAYS: Edwards, Overstreet

4. CITY COUNCIL DISCUSSION / ACTION ITEM:

- B. Approval to Authorize the Relocation City Archives and Artifacts to the Bob and Karlene Allen Community Room. **Recommended Action: Authorize the relocation of the City archives and artifacts to the Bob and Karlene Allen Community Room located at the Mildred W. Fleutsch Community Center and rename the room the "Bob and Karlene Allen Historical Community Room."**(Director of Parks, Recreation and Community Services)

Director of Parks, Recreation & Community Services Petree presented the item for City Council discussion.

Su Bacon. Ms. Bacon thanked Director Petree for the visit to all of the facilities taken into consideration for the location of the archives. She commented on the need to move the archives to a safe place, adding that this facility meets all of the criteria and in the long range, provides the opportunity for a public area. She also thanked the Council for listening to the Historic Preservation Commission's requests.

Linda Dixon. Ms. Dixon commented on the collection of artifacts and noted that this building would work the best for locating the City's rich historical collections.

City Manager Okoro noted that staff believes that there is money (\$5,000) in the existing budget for the internal needs for this facility.

Council Member Bash commented on the artifacts that have been collected and the history in them.

Mayor Pro Tem Higgins commented on the fact that there are many people with historical artifacts, noting the importance of taking care of them. He stated that he would like this money placed in a separate account for budgeting purposes. He further recommended that Roger Grody be in charge of this budget, as he is the City staff that facilitates the Historic Preservation Commission.

M/S Bash/_____ to authorize the relocation of the City archives and artifacts to the Bob and Karlene Allen Community Room located at the Mildred W. Fleutsch Community Center and rename the room the "Bob and Karlene Allen Historical Community Room."

Upon further discussion, Council Member Bash rescinded his motion.

Council Member Azevedo commented on her concerns regarding the exterior needs of the building, adding that she wants to know how much money it will take to secure the building. She further asked where the money will come from to secure this building, adding her concerns regarding the costs involved.

Mayor Pro Tem Higgins stated that this is a facilities issue in regards to security and lighting, adding that the shelving is for internal purposes.

Director Petree stated that new lighting has been added and there is an alarm system in the building, which will be separated. He noted that due to the historical value of the building, the structure would need to be evaluated before any changes are made. He further stated that the next step would be to evaluate what needs to be done and then those funding requests would be part of the budget process.

City Manager Okoro stated that there are two separate issues, noting that the \$5,000 can be spent out of the existing budget for internal needs of the building. The second issue is the facility needs, which should be a part of the Capital Improvement Program budget process and would be built into that budget.

M/S Bash/Higgins to authorize the relocation of the City archives and artifacts to the Bob and Karlene Allen Community Room located at the Mildred W. Fleutsch Community Center and rename the room the “Bob and Karlene Allen Historical Community Room”; and allocate \$5,000 from the existing General Fund balance for expenditures and overseen by Economic Development Specialist Roger Grody. The motion was carried by the following roll call vote:

AYES: AZEVEDO, BASH, HANNA, HIGGINS, NEWTON

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

CITY OF NORCO STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Andy Okoro, City Manager

PREPARED BY: Brian K. Petree, Director
Parks, Recreation and Community Services Director

DATE: March 5, 2014

SUBJECT: Approval to Relocate City Archives and Artifacts to the "Bob and Karlene Allen Community Room"

RECOMMENDATION: Approve the relocation of the City archives and artifacts to the Bob and Karlene Allen Community Room located at the Mildred W. Fleutsch Community Center and rename the room the "Bob and Karlene Allen Historical Community Room".

SUMMARY: At its joint meeting held with the Historic Preservation Commission meeting on January 27, 2014, the City Council requested the Department of Parks, Recreation and Community Services to look into options for finding a more secure and safe facility to house the City archives and artifacts. After touring and evaluating several City facilities and working with two members of the Historic Preservation Commission, staff and the others found the Bob and Karlene Allen Community Room to be the best fit and it provides the least amount of logistical issues for facilitation.

BACKGROUND/ ANALYSIS: The double wide trailer located at 3954 Old Hamner Road on the west side of the Library is home to historical archives and an artifact collection that was established over 40 years ago and was developed and assembled by volunteers in the City. Currently, it is estimated that as many as 10,000 historical documents are stored in the trailer preserving the historic existence of Norco. The archive collection provides a portfolio of pre Norco and maintains hundreds, if not thousands, of photos received from people who wished to preserve the heritage of Norco. This collection includes a huge assortment of artifacts that were donated in 1979 and had once belonged to the second wife of Rex Clark, Jimmie Clark.

The trailer (Exhibit "A") that houses the City archives was purchased by the City when City Hall occupied the Library in 1979 and is more than 35 years old. Only 605 square feet is reserved for archiving and artifact storage from the 1,288 square foot trailer. The current space is not adequate, does not provide for future expansion and it is not designed properly for the needs of the Commission. There is cause for concern of potential damage to the archive materials and artifacts trusted to the City and the Historic Preservation Commission due to deterioration of the building as it has reached its life expectancy without major intervention.

At the January 27, 2014, joint meeting of the City Council and Historic Preservation Commission, there was discussion regarding archiving and preserving the existing historical documents that are now stored in the trailer, as well as the possibility of more artifacts being given or placed on loan to the City. The Department of Parks, Recreation and Community Services was asked to look into alternative options for a more secure and safe facility to house the possessions.

Specific needs were addressed with staff by the Commission and identified at the joint workshop. Square footage needed today is 1,000 to 1,500 square feet. Future needs are estimated at 2,000 to 2,500 square feet based on possible expansion of the artifacts. Other needs include: environment climate control HVAC system, proper containers, and work tables, display area and fire protected storage. The Lake Norconian Club Foundation funded a grant to bring in a professional Archivist and under the direction of the Norco Historic Commission, a plan has been developed to preserve and protect Norco's history. It is critical to find space to continue the goal of the Council and Commission for preservation of the City history.

As part of staff's evaluation, various options were considered for housing the artifacts such as: Restoring the existing trailer; purchasing a new trailer or pre-fabricated building; explore leasing store front property; new construction; expansion of existing City facilities; use of existing City prograded facilities; current Library meeting room; Fleutsch Community Center and City Hall.

Staff met with the Chair and a member of the Historic Preservation Commission to discuss the needs regarding proper housing of the artifacts and ability to archive the historical documents and assets the City is holding. The group conducted a tour of City facilities and considered the following for a recommendation to City Council to meet both short term and long term needs:

Location: City Hall Conference Room A&B – 790 sq. ft.

- **Evaluation:** Room only provides 185 additional sq. ft. than existing trailer. Room would only be a temporary location until other facilities could be found and would create facilitation concerns for City Hall meeting use.
- **Recommendation:** Room does not provide enough square footage as needed and would cause meeting facility use issues.
Recommendation is not to consider.

Location: City Hall Front Lobby – 848 sq. ft.

- **Evaluation:** Room only provides 243 additional sq. ft. than existing trailer. Construction and delineation would be required to separate the front lobby to accommodate the needed space for the artifacts and would still be short of the needed space to properly facilitate the artifacts. Estimated construction cost would run \$10,000 to \$15,000.
- **Recommendation:** Room does not provide enough square footage as needed and would require funding to do the improvements.
Recommendation is not to consider.

Rose Eldridge Senior Center “Billiards Room” – 587 sq. ft.

- **Evaluation:** Room is a reduction of 18 sq. ft. versus the existing trailer that houses the artifacts. Relocation to this site will cause displacement of the billiards program that currently offers open play Monday thru Friday 8:00 AM to 2:00 PM and Ukulele lessons Wednesdays from 1:00 PM to 2:00 PM. In addition, this room has a fire sprinkler system which creates an artifacts/archive protection concern.
- **Recommendation:** Room does not provide enough square footage, has a fire sprinkler system and would require relocation of existing programming.
Recommendation is not to consider.

Rose Eldridge Senior Center “Craft/Arts Room” – 744 sq. ft.

- **Evaluation:** Room provides an additional 139 sq. ft. versus the existing trailer that houses the artifacts. Relocation to this site will cause displacement of the crafts program and there would be shared facility use within the center during the temporary assignment.
- **Recommendation:** Room does not provide enough square footage as needed and would require relocation of existing programming or shared other use.
Recommendation is not to consider.

Fleutsch Community Center “Scout House” – 1,960 sq. ft. (South Side)

- **Evaluation:** Room provides an additional 1,355 sq. ft. versus the existing trailer that houses the artifacts. Relocation to this site would require relocation and facilitation of the Boy Scouts, Girl Scouts and Cub Scouts as well as the afterschool program and TGIF program. Currently there are no other facilities to accommodate the relocation of these programs.
- **Recommendation:** The comments from the tour group are “that they did not want to consider it and wished to review other building and room options”.
Recommendation is not to consider.

Fleutsch Community Center “Bob & Karleen Allen Room” – 1,384 sq. ft.

- **Evaluation:** Room provides an additional 779 sq. ft. versus the existing trailer that houses the artifacts. Relocation to this site provides the least amount of issues for relocation options. The two primary users currently can be moved to alternate facilities based on their needs without hardship. Other positive items the tour group identified were the separation from the rest of the rooms in the building and that the building has no fire sprinklers that could potentially harm the artifacts and archive material. In addition, the Bob and Karlene Allen Community Room layout meets the needs of the Commission and it provides for future growth. It provides an ideal layout for the work being performed by the Commission and creates a venue to provide community education which is one of their goals for 2014/15. It also sets well with the future objective to place the Mildred W. Fleutsch Community Center on the California Historical designation list.
- **Recommendation:** Room provides a secure location with square footage needed and provides opportunities for education, exhibit showcases, and fundraising for the Commission to continue their efforts for archiving.
Recommendation by the tour group and Staff is to consider the Fleutsch Community Center “Bob and Karleen Allen Community Room” for the housing of the City archives and artifacts.

Fleutsch Community Center “Game Room” – 696 sq. ft.

- **Evaluation:** Room only provides 91 additional sq. ft. than existing trailer. Use of this room would place a hardship on the Rainbow Express dance program that operates Monday thru Friday from 3:00 PM to 9:00 PM.
- **Recommendation:** Room does not provide enough square footage needed and would cause programming and facilitation issues for the Recreation and Community Services Department. The tour group recommended not to look at or consider this room.
Recommendation is not to consider.

Fleutsch Community Center “Large Auditorium” – 1,440 sq. ft.

- **Evaluation:** Room only provides 835 additional sq. ft. than existing trailer. Use of this room would result in hardship on the Rainbow Express dance program that operates Monday thru Friday from 3:00 PM to 9:00 PM and would exclude them from being able to provide recreational and competitive dance program as it exists now.
- **Recommendation:** Room does provide adequate square footage needed, but would cause programming and facilitation issues for the Recreation and Community Services Department and impact Rainbow Express from providing a competitive dance program for the City. As well as a large meeting space for public use and rentals for weekends. In addition, the tour group recommended not to look at or consider this room.
Recommendation is not to consider.

Fleutsch Community Center “Recreation Room” – 672 sq. ft.

- **Evaluation:** Room only provides 67 additional sq. ft. than existing trailer. Use of this room would place a hardship on our modern dance and hip hop dance program that operates Monday thru Friday from 3:00 PM to 9:00 PM. There would also be a loss of meeting space for the public on weekends.
- **Recommendation:** Room does not provide enough square footage as needed and would cause programming and facilitation issues for the Recreation and Community Services Department. In addition, the tour group recommended not to look at or consider this building.
Recommendation is not to consider.

Fleutsch Community Center “Riley Gym Dance and Exercise Room” – 969 sq. ft.

- **Evaluation:** Room only provides 364 additional sq. ft. than existing trailer. Use of this room would place a hardship on the Rainbow Express dance program that operates Monday thru Friday from 3:00 PM to 9:00 PM effecting competitive and advance dance programs. It would reduce the ability for Rainbow Express to enter competitive competitions with its teams.
- **Recommendation:** Room does not provide enough square footage as needed and would cause programming and facilitation issues for the Recreation and Community Services Department. In addition, the tour group recommended not to look at or consider this room.
Recommendation is not to consider.

Library “Community Meeting Room (Old Council Chambers)” – 1,012 sq. ft.

- **Evaluation:** Room only provides 407 additional sq. ft. than existing trailer. Use of this room would place programming impact on County Library Services for offerings such as: Tot Reading Program, Afternoon Movie Days, Community Meeting Room space.
- **Recommendation:** Although the room does provide adequate square footage, it would cause programming and facilitation issues for County Library Services. In addition, the tour group recommended not to look at or consider this building.
Recommendation is not to consider.

Corp Yard “Parks Work Shop/Central Stores Facility Building” - 1,070 sq. ft.

- **Evaluation:** Room only provides 465 additional sq. ft. than existing trailer. Use of this room would place a hardship on the Parks and Building Department as this space is currently the Parks and Public Buildings workshop and houses the Central Stores for the City facility supplies and Parks equipment and tools. To relocate the current use of this building would require relocation and development of a different facility to meet the current needs. At this time, there is no budget for this type of relocation.
- **Recommendation:** Although room does provide adequate square footage as needed, the location and the ability provide a secure location for the artifacts was brought up as a concern. In addition, the tour group recommended not to look at or consider this building.
Recommendation is not to consider.

FINANCIAL IMPACT: If the Bob and Karleen Allen Community Room is considered, it will provide the least financial impact to the General Fund. We would need to provide a separate security system and proper shelving to accommodate the artifacts and archive materials. Relocation of activity classes can be managed without hardship and current meetings and rentals can be established at other City facilities providing no impact to users.

Attachment: Exhibit “A” - Existing Trailer Diagram

CITY OF NORCO STAFF REPORT

TO: Historic Preservation Commission

FROM: Andy Okoro, City Manager 

PREPARED BY: Bill Wilkman, Cultural Resources Consultant

DATE: July 14, 2020

SUBJECT: Mitigation Measures for the Palomino Business Park Project

RECOMMENDATION: Refer the development of mitigation measures to the Outreach Subcommittee, with the Subcommittee reporting back to the Historic Preservation Commission upon completion of its work

SUMMARY: At its June 17, 2020, meeting the City Council approved the Palomino Business Park project, including the demolition of the Eisen Complex. The destruction of this historic resource will have to be compensated for with appropriate mitigation measures.

BACKGROUND/ANALYSIS: In its staff report prepared for the Commission's January 14, 2020 meeting, the Cultural Resources Consultant presented two alternatives for the preservation of the Eisen Complex. This complex consists of the Eisen residence, the adjacent two-car garage, and the large metal building first used to process eggs on a large scale. Alternative One called for the preservation of all three resources and their adaptive reuse as City owned museum facilities. Alternative Two called for the preservation of the Complex, but with the property remaining in private hands for use by the business park.

The staff report recommended the following:

1. That prior to issuance of any grading permits that the developer provide proof of the engagement of a qualified paleontologist and archaeologist to implement the measures recommended in the Paleontological Assessment and Cultural Resources Assessment.
2. That Alternative One be adopted with details to be worked out between the developer, City staff, the Cultural Resources Consultant and the Economic Development Consultant and formalized in a development agreement to be completed prior to issuance of any demolition permits

3. That prior to issuance of any demolition permits, the residence at 1577 Pacific Avenue be documented to Historic American Survey (HABS) Level II standards as an excellent example of a Citrus Belt era farmhouse.

The project's Historical Resources Analysis Report, prepared by Urbana Preservation and Planning offered two mitigation measures as partial compensation for the demolition of the Eisen complex:

1. Voluntary documentation of the Norco Egg Ranch according to Historic American Survey (HABS) guidelines, with the final HABS Level II package to be submitted to the National Park Service for inclusion in the digital archives of the United States Library of Congress and to the City of Norco, including its various departments and entities, for distribution, sharing and utilization at its discretion.
2. Installation of an on-site historic exhibit or signage detailing the historical appearance and uses of the property.

The question of mitigation measures for the destruction of this historic resource was left as an open matter for later creation and incorporation into a Development Agreement addressing a number of topics, including historic preservation. The Cultural Resources Consultant believes that the mitigation measures recommended by Urbana are not sufficient and that a more robust mitigation program needs to be developed. As this is a rather detailed subject, the Cultural Resources Consultant believes the best path forward would be to refer this matter to the Outreach Subcommittee for development of appropriate measures. The matter would then be shared and discussed with the Historic Preservation Commission for a recommendation to the City Council for final action.