



**MINUTES**  
**CITY OF NORCO**  
**HISTORIC PRESERVATION COMMISSION**  
**CONFERENCE ROOM "A" – 2870 CLARK AVENUE**  
**REGULAR MEETING**  
**AUGUST 3, 2009**

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1. CALL TO ORDER: 4:00 p.m.
2. ROLL CALL: Chair Dixon, Vice Chair Potter, Commission Members Austerman, Bacon, and Bash.
3. STAFF PRESENT: Economic Development Director Oulman, Executive Secretary Boyce and Historic Preservation Consultant Wilkman.
4. GUESTS PRESENT: City Historian Ron Snow.
5. PLEDGE OF ALLEGIANCE: Led by Commissioner Potter.
6. PUBLIC COMMENTS OR QUESTIONS: None.
7. APPROVAL OF MINUTES: M/S Potter/Bash approving the July 6, 2009 minutes. Motion passed.
8. DISCUSSION OF THE COMMISSION'S SEPTEMBER MEETING: Director Oulman informed the Commission that Monday, September 7<sup>th</sup> was the Labor Day holiday. City Hall would be closed. Discussion followed about adjourning to a different day in September.

M/S Potter/Bacon to adjourn the meeting to September 9, 2009 at 4:00 p.m. in Conference Room A. Motion passed.

9. DISCUSSION OF RALPH M. BROWN ACT: Director Oulman briefed the Commission on Section 54952.2, (1) and (2) of the Ralph M. Brown Act. Referring to this Section, there was discussion about all the Commissioners being able to attend a conference together, but should refrain from discussing issues that come under the purview of the Commission. If Commissioners were also a member of the Norco Regional Conservancy (NRC), they should not discuss Historic Preservation Commission matters at an NRC meeting or function.

Director Oulman referred the Commission to the City's *Handbook for Commission Members* that was included in their agenda packets. He noted the section in the Handbook regarding State law on conflict of interest and briefed the Commission on open meeting laws relating to the posting of meeting agendas and attendance by the public and the media.

10. PROGRESS REPORT ON CERTIFIED LOCAL GOVERNMENT APPLICATION: Director Oulman referred to a letter from Lucinda Woodward, State of California Office of Historic Preservation State Historian. The State had received Norco's application for Certified Local Government (CLG) status. Once the Certification Agreement was signed and returned to her, she would forward the Agreement to the National Park Service (NPS) for final approval.

Consultant Wilkman stated that the NPS had 15 days to review the Agreement, and when approved, the City would be a CLG. He also said the State Historical Resources Commission officially announces and recognizes new CLG's. The recognition ceremony would be held in Sacramento towards the end of 2009. A representative from the City should attend. Director Oulman noted that Commissioners could attend at their expense since there was no budget for this item.

Discussion followed about CLG grants, the source of grant money, the importance of historic context statements, survey plans and strategic plans to facilitate obtaining a CLG grant.

11. PROGRESS REPORT ON HISTORIC PRESERVATION OVERLAY ZONE: Director Oulman said the Planning Manager, Steve King, had reviewed the draft Historic Preservation Overlay Zone (HPOZ). His comments related to whether the Overlay Zone boundaries would extend beyond the Norconian and the benefit of including a provision requiring a Specific Plan in the HPOZ.

Discussion followed about the impact of a HPOZ to the redevelopment or development of properties adjacent to the old City Hall building and Community Center. Consultant Wilkman noted that no HPOZ could be formed without a survey of historic resources to see if a sufficient concentration existed to justify creating a district. Also, any HPOZ must be approved by the City Council in the same manner as any other rezoning. A requirement for a specific plan could be added to a HPOZ for instances where the underlying zoning would not sufficiently address land use and development standard issues related to historic preservation.

Consultant Wilkman said he would meet with Planning Manger King regarding the proposed HPOZ Ordinance and the Specific Plan issue.

M/S Bash/Potter to forward the draft Historic Preservation Overlay Zone to City Council for approval. Motion passed.

Director Oulman said the Commission would be notified when the draft HPOZ went to Council. Chair Dixon requested that the Commission be advised if there were any substantive changes to the draft HPOZ when it was agendized for Council's approval.

12. DISCUSSION OF NORCONIAN STRATEGIC PLAN: Consultant Wilkman stated he developed an organizational strategy for the creation of a strategic plan for preserving, restoring and planning for the adaptive use of the Norconian property. He summarized

the proposed strategy, which addresses topic areas for strategic plan goals/action plans, suggested participants in the plan development process, a sequence of events for plan development, and follow-up measures to assure the plan's implementation.

He said the purpose of the plan was to preserve and maintain the integrity of the Norconian. The City should be the lead agency, but endorsement and cooperation from the State of California and the Navy was essential for the success of the plan. He also said goals would be created and supported by an action plan designed to accomplish the goals. He suggested that strategic planning sessions be organized in three phases in order to develop a draft plan and finalize it.

Discussion followed about holding the Phase 1 planning session meeting at the Pavilion on the Norconian site. The Commission agreed to support the Norconian Strategic Plan developed by Consultant Wilkman.

M/S Bash/Bacon to forward the Norconian Strategic Plan to the City Council for approval. Motion passed.

13. CITY HISTORIAN'S REPORT: City Historian Snow stated he was continuing with indexing and identifying documents. Commissioner Potter thanked City Historian Snow for the tour of the Historical Society, and Consultant Wilkman congratulated him for his dedication.
14. OTHER MATTERS: Chair Dixon congratulated Commissioner Bacon for her recognition in an article that was in the western version magazine of *Architectural Digest*. Chair Dixon also congratulated Commissioner Austerman for her work in July on an archeological dig near the San Gabriel Mission. Chair Dixon said she was very pleased that the Commission was fortunate to have such qualified members.

Director Oulman referred to a July 19, 2009 Los Angeles Times article, included in the Commission packet, about the revitalization of the old Bethlehem Steel mill in Bethlehem, PA into a casino and hotel. The Director stated that the developers were trying to keep the mill's historic value by preserving the 20-story high smokestacks, the blast furnaces, and the look and feel of what existed during the heyday of the steel industry. He noted that this approach to adaptive reuse and preservation showed what could be done with the Norconian property.

15. SETTING OF NEXT MEETING: Adjourned to September 9, 2009 at 4:00 p.m. in Conference Room A.
16. ADJOURNMENT: Chair Dixon adjourned the meeting at 5:11 p.m.