



**ACTION MINUTES**  
**CITY OF NORCO**  
HISTORIC PRESERVATION COMMISSION  
CONFERENCE ROOM "A" – 2870 CLARK AVENUE  
REGULAR MEETING  
MAY 3, 2010

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1. CALL TO ORDER: 4:01 p.m.
2. ROLL CALL: Vice Chair Potter, Commission Members Austerman, Bacon and Jacquemain were in attendance. Chair Dixon was absent.
3. STAFF PRESENT: Economic Development Director Oulman, City Manager Groves, Planning Director King, Executive Secretary Boyce and Historic Preservation Consultant Wilkman.
4. GUESTS PRESENT: None.
5. PLEDGE OF ALLEGIANCE: Led by Commissioner Austerman.
6. PUBLIC COMMENTS OR QUESTIONS: None.
7. APPROVAL OF MINUTES: M/S Bacon/Austerman approving the April 5, 2010 minutes. Motion passed.
8. DISCUSSION OF THE HISTORIC PRESERVATION DRAFT OVERLAY ZONE: Consultant Wilkman stated the draft Overlay Zone was developed by former Community Development Director Daniels in March 2008. Consultant Wilkman's involvement began in May 2009. The draft Overlay Zone was put on hold until the Preservation and Development Overlay Zone was adopted. Consultant Wilkman then reviewed with the Commission the following Sections of the draft Overlay Zone:

Section 18.58.030 Permitted Uses

Section 18.58.040 Development Standards

Section 18.58.050 Establishment of Overlay Zone

- A. Initiation
- B. Historic Resources Survey
- C. Concentration of Resources
- D. Boundaries
- E. Modification
- F. Repeal

Section 18.58.060 Approval Process

- A. Application
- B. Certification of Historic Resources Survey
- C. Establish Historic Preservation Commission Meeting Date
- D. Notice of Date, Time & Place for Meeting
- E. Overlay Zone Meeting

- F. Overlay Zone Designation Investigation
- G. Overlay Zone Public Hearing
- H. Ordinance Adoption
- I. City Department Notification

Section 18.58.070 Certificate of Appropriateness for Contributing Elements

Section 18.58.080 Certificate of Appropriateness for New Construction

Section 18.58.090 Certificate of Appropriateness for Non-Contributing Elements

Section 18.58.100 Demolition of Non-Contributing Elements

Section 18.58.110 Demolition of Contributing Elements

Section 18.58.120 Appeal

Section 18.58.130 Preservation Incentives

Section 18.58.140 Enforcement & Penalties

Section 18.58.150 Severability

Consultant Wilkman said the Commission had already reviewed the Historic Preservation Draft Overlay Zone and recommended City Council approval. City Manager Groves stated the Commission would be notified when the Overlay Zone goes to Council for approval. Director Oulman said he would setup a follow-up Historic Preservation draft Overlay Zone meeting with City Manager Groves, Director King, and Consultant Wilkman.

9. CITY HISTORIAN'S REPORT: No report given. City Historian Ron Snow absent.

10. OTHER MATTERS:

A. UPDATE ON 2010 CLG GRANT: Consultant Wilkman stated the City of Norco was one of 15 cities that submitted a 2010 CLG Grant Application, and that the City should be notified by the end of May 2010 whether or not it will receive grant funds. The Commission thanked Consultant Wilkman for his work on compiling the data for the application and submitting it to the State of California.

B. UPDATE ON NORCONIAN STRATEGIC PLAN COMMITTEE: Vice Chair Potter informed the Commission that the scheduled meeting on April 14, 2010 had been canceled due to a lack of quorum of Committee members.

Commissioner Bacon inquired about approaching the State of California concerning removing artifacts from the Norconian, such as lighting fixtures and canvases. Discussion following regarding the following: the Norconian Preservation Strategic Plan being a springboard to pursue this issue with the State, who would be responsible for the removal of artifacts, where they would be stored if removed, and having a display/exhibit plan for the artifacts.

- C. DISCUSSION OF ANNUAL REQUIRED TRAINING/CONFERENCES: Director Oulman stated he included in the Commissioners' packets a list of training and workshops from the California Office of Historic Preservation. Discussion followed about the Historic Preservation Conference on June 28, 2010 in Sonora, whether the Redevelopment Agency would pay for overnight lodging if the cost of the conference was less than the yearly budgeted amount for each Commissioner.

Vice Chair Potter mentioned the individual training courses available through USC's Historic Preservation Summer Program. He said he would inform the Commission when the program's class/course schedule is posted.

City Manager Groves mentioned the possibility of in-service training for the Commissioners. Consultant Wilkman confirmed that in-service training would qualify for the training requirement. Vice Chair Potter asked for names of persons who were qualified to conduct in-service training.

Consultant Wilkman advised the Commission of the upcoming *Section 106 Essentials* course being held at the Mission Inn in Riverside on June 15-16, 2010.

City Manager Groves informed the Commission that she sent a letter to the Navy concerning their proposed antenna project at the "Hill B" location requesting that the City serve as a consulting party in the Section 106 process.

11. NEXT MEETING: JUNE 7, 2010 AT 4:00 P.M.

12. ADJOURNMENT: M/S Bacon/Austerman to adjourn the meeting at 4:50 p.m.

/mb-75646