



**MINUTES**  
CITY OF NORCO  
HISTORIC PRESERVATION COMMISSION  
CONFERENCE ROOM "A" — 2870 CLARK AVENUE  
REGULAR MEETING  
JANUARY 14, 2014

---

1. CALL TO ORDER: Chair Bacon called the meeting to order at 4:03 p.m.
2. ROLL CALL: Chair Bacon, Vice Chair Potter, Commissioners Dixon, Overstreet, and Stiller.

MEMBERS ABSENT: None

STAFF PRESENT: City Manager Okoro, Preservation Consultant Wilkman, Economic Development Specialist Grody

GUESTS: None

3. PLEDGE OF ALLEGIANCE: Commissioner Dixon
4. PUBLIC COMMENTS OR QUESTIONS: None
5. READ BY THE 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."
6. APPROVAL OF MINUTES: Commissioner Dixon moved to approve the Minutes from Regular Meeting of November 12, 2013. The motion was seconded by Commissioner Stiller and approved 3-0, prior to the arrival of Chair Bacon and Commissioner Overstreet.
7. REVIEW AND APPROVAL OF ANNUAL CLG REPORT (Consultant Wilkman): Mr. Wilkman provided background on the Annual CLG Report, which covers the fiscal year October 1, 2012 through September 30, 2013. He suggested that the Commission has not given this report sufficient attention in the past, adding that it contains specific goals that should direct the Commission's energies. Mr. Wilkman recommended that a discussion on the progress toward CLG Report goals be placed on the agenda of every Commission meeting. A discussion ensued on the four goals for the current year stated in the report: 1) Expand the National Register Historic District at the Norconian to include the WWII and Cold War eras; 2) Develop a historic resources designation and outreach program; 3) Designate at least one publicly-owned historic property; and 4) Establish priorities for implementation of both the pre-1946 Context Statement & Survey and Post-WWII Context Statement. Vice Chair Potter said it was important that an Implementation Committee focus on outreach and wondered if there was a way the Commission could

conduct outreach through participation in one of the 50<sup>th</sup> Birthday Celebration events. A consensus was reached that the Film Festival (Feb. 1-2) didn't provide enough time to get organized, but that events later in the year might present good opportunities. Vice Chair Potter recommended an additional goal of implementing the recommendations of the Collection Management Plan, which fellow Commissioners agreed with. Vice Chair Potter moved to approve the Annual CLG Report, which was seconded by Commissioner Dixon and unanimously approved.

8. UPDATE ON HISTORIC COLLECTIONS STUDY (Consultant Wilkman): Mr. Wilkman reported that archivist Chuck Wilson and Commissioner Stiller are continuing to coordinate their efforts to organize and package archival materials in the trailer. Commissioner Dixon reported on her efforts to identify an alternative site at which to store the collection and cited the old Council Chambers and the old Fire Station as possibilities. City Manager Okoro explained that before making any decisions on facilities, he wanted to hear from the City Council at its workshop on January 27, 2014. He noted that it was important to determine the priorities of the Council as it relates to Historic Preservation, and reminded the Commission that any of the facilities under consideration would require a financial investment. Commissioner Stiller reported that she has some Norco High School student journalists that would like to write articles about the collection.
  
9. CONSIDERATION OF RECOMMENDED CITY CODE REVISIONS (Vice Chair Potter): The Vice Chair presented a memo from staff that laid out his recommended language for revisions to the current Norco Municipal Code language pertaining to the composition and qualifications of the Historic Preservation Commission. The new language is more consistent with the language from the State of California's Certified Local Government (CLG) program, which the Commission previously agreed was more appropriate. None of the Commissioners had any objections to the Vice Chair's recommended language, which reads as follows (new language underlined; deleted language struck-through):

Commission members shall be persons who, as a result of their education, training, knowledge, and experience, are qualified to analyze and interpret architectural and site planning information, including but not limited to licensed landscape architects and architects, urban planners, engineers, and licensed general contractors. At the extent available in the community, at least two (2) of the members shall have professional experience or academic credentials in urban planning, architectural history or historic preservation, archaeology, American studies or history, cultural geography, or cultural anthropology. And These minimum professional qualifications may be waived by City Council pursuant to aggressive outreach efforts failing to produce qualified candidates. All members shall have a general knowledge of architectural styles prevalent in ~~the historic old town of~~ Norco.

Commissioner Dixon moved that the new language be approved, which was seconded by Commissioner Stiller and passed unanimously. Economic Development Specialist Grody emphasized that this recommendation is strictly advisory in nature.

10. UPDATE ON NORCONIAN ACCESS AGREEMENT (City Manager Okoro): The City Manager reported that although negotiations have been slow and difficult, significant progress has been made. He reported that State officials would be taking photographs pursuant to instructions by City contractors, and those photos would be posted on a special restricted-access website, shared by authorized individuals. City Manager Okoro reported that another conference call with State officials was scheduled for January 15, 2014 to continue negotiations. Several Commissioners expressed an interest in participating in the inspection and were provided an opportunity to register.
11. UPDATE ON NAVY ACTIVITIES (Consultant Wilkman): Mr. Wilkman reported on the City's receipt of the Navy's recently completed Survey of Historic Resources, noting that its findings were that nothing on the site, excluding what has already been placed on the National Register of Historic Places, has any historic significance for any of the eras studied. If this Survey was accepted by the State Historic Preservation Officer (SHPO), it would mean the Navy would literally have no restrictions as to modifications or destruction of the buildings. Even if SHPO insisted the subject resources be placed on the State Register, the Navy, as a federal agency, would not be subject to any restrictions, and that Section 106 review would no longer be applicable. Mr. Wilkman noted that SHPO was scheduled to meet with the Navy next week. In light of that, Manager Okoro and Chair Bacon recommended that the City submit a letter to SHPO as soon as possible, arguing that the State should not make any decision on the matter until the City had an opportunity to file a full response.
12. IMPLEMENTATION OF HISTORIC RESOURCES SURVEY RECOMMENDATIONS (Consultant Wilkman): Mr. Wilkman suggested it was time to create an Implementation Committee dedicated to moving forward with some of the recommendations of the Historic Resources Survey. He believes the Committee should be primarily focused on outreach, informing private owners that their properties have been identified for potential historic designation, and to educate them on the process. Many owners will be alarmed, concerned that designation will place burdensome constraints on their properties. This Committee could inform them that such burdens are unlikely, and in fact, there could be financial incentives created to encourage preservation. Vice Chair Potter and Commissioner Overstreet volunteered to sit on the Committee.
13. NEXT MEETING: Regular Meeting, March 4, 2013.
14. ADJOURNMENT: Chair Bacon adjourned the meeting at 5:24 p.m.