



MINUTES
CITY OF NORCO
HISTORIC PRESERVATION COMMISSION
2870 CLARK AVENUE
CONFERENCE ROOM "A"
JULY 8, 2014



Commission Members:

Patricia Overstreet – Commission Member
Matthew Potter – Vice Chair
Mark Sawyer – Commission Member
Diana Stiller – Commission Member
Denise Sutherland – Commission Member

Staff Members:

Bill Wilkman, Preservation Consultant
Roger Grody, Economic Development Specialist
Cheryl Link, City Clerk

Guest:

Kevin Bash, City Council Member

CALL TO ORDER: **4:03 p.m.**

PLEDGE OF ALLEGIANCE: **Member Stiller**

1. INTRODUCTION AND OATH OF OFFICE OF NEW MEMBERS:

- Mark Sawyer
- Denise Sutherland

City Clerk Link administered the Oath of Office to the two new Commission Members, Mark Sawyer and Denise Sutherland.

2. ELECTION OF CHAIR AND VICE CHAIR (Vice Chair Potter)

Vice Chair Potter called for nominations.

M/S Overstreet/Stiller to appoint Vice Chair Potter as Chair of the Historic Preservation Commission.

AYES: Potter, Overstreet, Sawyer, Stiller, Sutherland Motion Passed

M/S Overstreet/Sawyer to appoint Member Stiller as Vice Chair of the Historic Preservation Commission.

AYES: Potter, Overstreet, Sawyer, Stiller, Sutherland Motion Passed

3. PUBLIC COMMENTS: **NONE**

4. TO BE READ BY VICE 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."

5. APPROVAL OF MINUTES:

- Regular Meeting of May 20, 2014

Commission Member Sutherland asked for two minor revisions to the minutes. She requested that Linda Dixon's name be struck as a guest; and that her profession be restated as "Real Estate Finance Professional".

M/S Stiller/Overstreet to approve the minutes of May 20, 2014 with amendments

AYES: Potter, Overstreet, Sawyer, Stiller, Sutherland Motion Passed

6. PRESENTATION on Navy Activities (Consultant Wilkman/Council Member Bash)

Mr. Wilkman provided a thorough update on activities related to the preservation of structures on the Navy base. He divided his discussion into two sections, the resurvey of the Naval property, and the photovoltaic solar installations, which he would defer to his Section 106 training session. Mr. Wilkman reported that the CLG grant application that the City applied for, to fund a new survey of the historic resources on the Naval base, was not accepted. He provided a history of all the various surveys of the property and their addendums, and underscored the lack of merit and professionalism on the efforts by Navy personnel in presenting the most recent survey, which essentially dismissed the entire site as having little or no historic significance. Although the CLG grant was not approved, Mr. Wilkman stated that the City Council appeared to have made a commitment to fund the survey and that he had already started its preparation. He explained that there was some risk that the State Historic Preservation Officer (SHPO) could accept the findings of the Navy survey before the City's own survey, now completed, but it appears there is a good chance that the SHPO will hold off on any decisions until the City has an opportunity to submit.

Council Member Bash indicated that the City has some allies, a peer review committee with some extraordinary credentials and that on the merits nobody could in good conscious accept the findings of the Navy survey to be valid.

A lengthy discussion ensued, with Mr. Wilkman and Council Member Bash responding to multiple technical and political questions.

7. PRESERVATION CONSULTANT UPDATES (Consultant Wilkman):

a. Commission Training—Section 106

Mr. Wilkman conducted a training session for the Commission Members, based on "A Citizen's Guide to Section 106 Review" published by the Advisory Council on Historic Preservation. Section 106 of the National Historic Preservation Act of 1966 requires that federal agencies consider the effects of projects on historic resources, which means that the Navy must provide an opportunity for comment from interested parties before they make any modifications to historic resources on the base. He shared that recently the Navy proposed two alternative sites for solar power facilities with photovoltaic panels. Although it claimed to have contacted interested parties, such as the City of Norco and the Lake Norconian Club Foundation (LNCF), the Navy in fact never sent anything out to those "consulting parties", which represents a lack of good faith in adhering to Section 106 procedures. When it became clear that the City and LNCF had not been notified in time to prepare comments, the Navy agreed to offer 30 additional days. Mr. Wilkman and Council Member Bash both doubt that this lack of process was simply an oversight. Hopefully, the SHPO will wait for the City's comments before making any determination.

b. Update on City Code Revisions

Mr. Wilkman reported that the State has not yet responded to the City's proposed Code Amendment, which makes the required composition of the Historic Preservation Commission more consistent with State CLG standards. He stated he would be following up with them immediately now that the grant review season is over.

c. Resurvey of Norconian for WWII and Post-WWII Eras

Item discussed under agenda item number 6.

8. COLLECTION ISSUES:

a. Update on Historic Collections Management Plan (Wilkman/Potter)

Chair Potter indicated that Mr. Wilkman and Chuck Wilson were in the process of completing the Management Plan, which was funded through a grant from the Lake Norconian Club Foundation (LNCF). Completion is expected within two weeks.

During this discussion, Commission Member Sawyer reiterated his interest in having a social media presence for the Commission and requested that the subject be agendaized for the next meeting.

b. Update on Move to Community Center (Potter/Grody)

Specialist Grody reported that the collection was nearly completely moved from the trailer into the Community Center, thanks to the hard work of several Commission Members and volunteers.

A discussion ensued regarding some of the improvements that could be made to the collection's new home. Specialist Grody suggested a meeting be set with the Parks & Recreation staff to coordinate the work.

c. Outreach Committee Briefing (Potter/Wilkman)

Chair Potter brought the Commission up to date on the activities of the Outreach Committee, which will be meeting again shortly. Among the activities it discussed included an internet presence, informational letters to private property owners, outreach program for schools, a City Council-approved financial incentive program, public access to the historic collection, and a traveling display.

9. COMMISSIONER/CONSULTANT/STAFF COMMENTS:

- Vice Chair Stiller reported that she will explore the option of whitening out the windows with paint, possibly followed by murals.

- Chair Potter asked staff that anything intended for review by the Commission be sent out ahead of time, with the agenda, rather than be read for the first time during the meeting, which is a distraction.

10. NEXT MEETING: September 9, 2014

11. ADJOURNMENT: Chair Potter adjourned the meeting at **5:42 p.m.**