



Ventura County Cultural Heritage Board

January 23, 2023 Meeting Agenda

County of Ventura • Resource Management Agency

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • www.vcrma.org/divisions/planning

Notice is hereby given that on **Monday, January 23, 2023**, at **1:15 p.m.** the Ventura County Cultural Heritage Board (CHB) will convene for an online Public Hearing using video conference and teleconference formats. Members of the public are welcome to attend. Please refer to the access instructions below.

IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, AND CONSISTENT WITH THE RECOMMENDATIONS OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER DATED SEPTEMBER 21, 2021, AND NOVEMBER 15, 2021, AND PURSUANT TO GOVERNMENT CODE SECTION 54953, SUBDIVISION (e), ALL MEETINGS OF THE CULTURAL HERITAGE BOARD ARE BEING CONDUCTED ELECTRONICALLY. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE PUBLIC HEARING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO THE INSTRUCTIONS BELOW.

LISTENING TO THE MEETING ONLY

If you do not have access to a computer or if you would like to listen to the meeting by phone, please follow the steps below:

1. If you are in the United States, dial (669) 900-9128 or (346) 248-7799 or (646) 558-8656 or (253) 215-8782 or (301) 715-8592 or (312) 626-6799. If you dial a number near your current location, you may receive higher audio quality;
2. Enter Webinar ID: 822 8490 8465, when prompted; and
3. Listen to the meeting.

VIEWING THE MEETING ON YOUR COMPUTER OR TABLET

To view the meeting on your computer or tablet using Zoom, follow the steps below:

1. Turn on your computer or tablet and open your internet browser;
2. Navigate to the following weblink:

https://ventura-org-rma.zoom.us/webinar/register/WN_SHZU8_tgSN-xrFFC7nptxg;

3. Please complete the registration information;

4. Upon successful registration, you will be provided the information needed to access the meeting;
5. Listen to the meeting.

PROVIDING PUBLIC COMMENT

Written Comment in Advance of the Meeting:

1. While written comments may be submitted by e-mail during the hearing, the public is encouraged to submit comments no later than 10:00 a.m. on the day of the hearing to Dillan Murray via email at Dillan.Murray@Ventura.org. Comments may not exceed 250 words. All comments received prior to the deadline which are 250 words or less will be read into the record by staff. Comments greater than 250 words will be distributed to the Cultural Heritage Board at the hearing and included in the public record;
2. Please indicate in the Subject Line the Agenda item number (e.g., Item No. 9) on which you are commenting.

Call-in and Video Public Comment using Zoom:

1. If you are accessing the hearing via phone and would like to speak on an item, dial *9 to raise your hand. If you are accessing the hearing online, select the “raise hand” function;
2. Interested speakers will be called upon in the order received. Dial *6 to be unmuted to provide comment or use the “unmute” function;
3. Requests to make live public comment on an agenda item will be accepted until the public comment period for each agenda item is complete. If you wish to make comments, you must be called into the meeting prior to the close of the public comment period.

AGENDA

1. **1:15 P.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD USING VIDEO CONFERENCE AND TELECONFERENCE FORMATS**

2. **ROLL CALL AND DETERMINATION OF A QUORUM**

3. **APPROVAL OF AGENDA AND PREVIOUS MEETING MINUTES**

3a. Vote to approve the January 23, 2023 Agenda

3b. Vote to approve the November 14, 2022 Meeting Minutes

4. **CONSENT ITEM**

A resolution authorizing continued remote teleconference meetings of the Cultural Heritage Board.

5. **PUBLIC COMMENTS**

This time is set aside for public comment on items not otherwise on this agenda which are within the purview of the Cultural Heritage Board (CHB). Speakers wishing to address the CHB shall be allowed a maximum of three minutes for their comments. The CHB is prohibited from taking action on any item that is not part of the printed and published agenda.

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

7a. **Location:** 2838 Friedrich Road, Oxnard, CA 93036 (Supervisorial District 3 – Long).

Action: A request for environmental review related to a minor modification application to Conditional Use Permit 4741 (Case No. LU06-0019) for the continued use of an existing water supply, storage, and distribution system (pursuant to the Ventura County Non-Coastal Zoning Ordinance §8105-4 “water, production, storage, transmission, & distribution facility”); and (2) the installation of water transmission and storage facilities on Assessor’s Parcel Number 149-0-043-135. (Case No. PL22-0180).

7b. Location: Agnes Graham Ranch, 15321 Todd Lane, Santa Paula, CA 93060 (Supervisory District 3 – Long).

Action: A request for a Certificate of Review (COR) (Cultural Heritage Ordinance (CHO) §1372) for a proposed 476 square foot addition, new 94 square foot breezeway, and associated improvements at the Agnes Graham Ranch residence located at 15321 Todd Lane near the City of Santa Paula. (Case No. CH22-0033).

7c. Location: N/A.

Action: View a California Preservation Foundation training webinar on the Brown Act and receive a refresher on parliamentary procedure from Staff.

8. REPORTS

8a. Board Member Reports

8b. CHB Program Updates from Staff

9. NEXT MEETING

The next regularly scheduled meeting is February 13, 2023.

10. ADJOURNMENT



Ventura County Cultural Heritage Board (CHB) November 14, 2022 **Draft** Meeting Minutes – Item 3b

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Note: The following is a summary of actions taken by the CHB at their public hearing and not a verbatim transcription.

1. **1:15 P.M. CALL TO ORDER THE MEETING OF THE VENTURA COUNTY CULTURAL HERITAGE BOARD USING VIDEO CONFERENCE AND TELECONFERENCE FORMATS**

2. **ROLL CALL AND DETERMINATION OF A QUORUM**

CHB Members Present:

Miguel Fernandez (Chair), Tyson Cline, Linda Plaks, Gary Blum, Stephen Schafer, and John Kulwicz (arrived late)

CHB Members Absent:

Lawrence Yee

Staff Present:

Dillan Murray, Cultural Heritage Program Planner, Planning Division
Tricia Maier, Planning Programs Manager, Planning Division

3. **APPROVAL OF AGENDA**

3a. Vote to approve the November 14, 2022 Agenda

Board Member Plaks made a motion to approve the November 14, 2022 Agenda. Board Member Cline seconded the motion. Motion passed 5-0.

3b. Vote to approve the October 10, 2022 Meeting Minutes

Board Member Schafer made a motion to approve the October 10, 2022 Meeting Minutes. Board Member Blum seconded the motion. Motion passed 5-0.

Board Member Kulwicz arrived at the virtual hearing at this time.

4. **CONSENT ITEM**

Board Member Schafer made a motion to adopt the resolution authorizing continued remote teleconference meetings of the Cultural Heritage Board. Board Member Plaks seconded the motion. Motion passed 5-0 (Board Member Kulwicz abstained).

5. **PUBLIC COMMENTS**

None

6. **CONTINUED ITEMS**

None

7. **NEW BUSINESS**

7a. **Location:** Unincorporated County area and contract cities the Cultural Heritage Board serves.

Action: Planning Division staff requests that the Cultural Heritage Board adopt CHB Resolution No. 2022-18 repealing the current Bylaws of the Ventura County Cultural Heritage Board and adopting the proposed Bylaws of the Ventura County Cultural Heritage Board.

Disclosures: None.

Presentation by Staff: Chair Fernandez requested a summarized staff report on this item. Dillan Murray, Staff, presented a PowerPoint presentation outlining the project background, additional minor Staff-identified revisions, and Staff recommendations. Staff recommended the CHB take the following actions on this item:

1. **CONDUCT** public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division staff report and all exhibits and attachments hereto;
2. **FIND** that the proposed Bylaws of the Ventura County CHB (Exhibit 1, Attachment A) are in conformance with the Ventura County Cultural Heritage Ordinance No. 4604 based on the substantial evidence in the staff report and on the entire record; and
3. **ADOPT** CHB Resolution No. 2022-18 (Exhibit 1) repealing the current Bylaws of the Ventura County CHB and adopting the proposed Bylaws of the Ventura County CHB (Exhibit 1, Attachment A).

Public Comments: None.

Discussion and Deliberation:

Board Member Schafer made a motion to adopt Staff's recommended actions with inclusion of the additional minor Staff-identified revisions. Board Member Plaks seconded the motion. Motion passed 6-0.

7b. Location: Contract cities the Cultural Heritage Board serves.

Action: Planning Division staff requests that the Cultural Heritage Board adopt CHB Resolution No. 2022-19 repealing the current CHB Resolution No. 2009-1.1 establishing and delegating administrative authority to staff to approve certain minor projects in the contract cities the CHB serves and adopting the proposed revised administrative approvals and exemptions list.

Disclosures: None.

Presentation by Staff: Chair Fernandez requested a summarized staff report on this item. Dillan Murray, Staff, presented a PowerPoint presentation outlining the project location, background, history, request, and Staff recommendations. Staff recommended the CHB take the following actions on this item:

1. **CONDUCT** public hearing, **RECEIVE** oral and written testimony, and **CONSIDER** the Planning Division staff report and all exhibits and attachments hereto;
2. **FIND**, that by repealing the current CHB Resolution No. 2009-1.1 (Exhibit 1, Attachment A), implementation procedures for review of minor changes in historic and potential historic resources would be clarified and streamlined;
3. **FIND** that the proposed revised administrative approvals and exemptions resolution (Exhibit 1) is in conformance with the Ventura County Cultural Heritage Ordinance No. 4604 based on the substantial evidence in the staff report and on the entire record; and
4. **ADOPT** CHB Resolution No. 2022-19 (Exhibit 1) repealing the current CHB Resolution No. 2009-1.1 and adopting the proposed revised administrative approvals and exemptions list.

Public Comments: None.

Discussion and Deliberation:

Board Member Schafer made a motion to adopt Staff's recommended actions. Board Member Cline seconded the motion. Motion passed 6-0.

- 7c. Location:** 3450 East 5th St., Oxnard, CA 93033 (unincorporated Ventura County; Supervisorial District 3 – Long).

Action: Planning Division staff requests that the Cultural Heritage Board review and provide feedback on drone videography prepared of the subject property (Case No. CH21-0005).

Disclosures: None.

Presentation by Staff: Dillan Murray, Staff, presented a drone video of the subject site prepared by the applicant. Staff requested feedback and comments from the CHB as to whether the video sufficiently documented the property.

Public Comments: None.

Discussion and Deliberation:

Board Member Blum noted his preference that the video be correlated to a map that identified each visual component.

Board Member Cline recommended there be some kind of overall establishing or organizing visual shot that establishes the big picture at the beginning of the video, as opposed to jumping into the middle of the site without orienting the viewer.

Board Member Schafer noted that the video footage itself fulfills the documentary purpose. However, he recommended that it be reorganized from an editing standpoint to begin with an establishing shot to give the viewer a visual map, or add a site map to the video. Board Member Schafer recommended the video be more documentary in nature, such as following the derrick from bottom to top, as opposed to switching to other views. In addition, Board Member Schafer recommended the video stitch pieces together to better connect, such as giving a viewer a sense that they are moving through the site either in a clockwise or counterclockwise movement, as well as showing the establishing shots and derrick first, along with a map, and the other views later.

Chair Fernandez echoed previous comments and suggested that the CHB better fine-tune and specify their recommendations in the future. Chair Fernandez recommended the applicant re-edit the raw footage to correspond to a map of the property, perhaps with view titles that correspond to a map of the property.

Dillan Murray, Staff, stated that he would pass recommendations along to the applicant.

7d. Location: N/A.

Action: Planning Division staff requests that the Cultural Heritage Board review and provide feedback on the draft Ventura County Landmarks and Points of Interest interactive map and Cultural Heritage Program web address.

Disclosures: None.

Presentation by Staff: Dillan Murray, Staff, presented the draft Ventura County Landmarks and Points of Interest interactive map and potential Cultural Heritage Program web addresses for the CHB's review and feedback.

Public Comments: None.

Discussion and Deliberation:

A consensus of Board Members recommended the following additional changes to the draft Ventura County Landmarks and Points of Interest interactive map:

- The creation of a shapefile to cover the entire Henry T. Oxnard Historic District and Landmark Area, along with a differently colored map point;
- The creation of shapefiles for linear resources (such as a row of trees), as opposed to a single point;
- Creating differently colored map points for resources within the incorporated cities;
- Adding a pop-up with disclaimer language noting that the County may no longer have review jurisdiction within the former contract cities;

- Adding National Register properties within the unincorporated Ventura County;
- Adding another field entitled “Additional External Resources” or the like for external links to resource-specific websites.

Dillan Murray, Staff, stated that he would work with IT staff to determine if these suggestions could be implemented.

A consensus of Board Members recommended creation of a new, shorter Cultural Heritage Program web address entitled “vclandmarks.org” that the County would purchase and maintain. Dillan Murray, Staff, stated that he would work with IT staff to bring the new web address online.

8. REPORTS

8a. Board Member Reports

Board Member Plaks Strathearn Park in Simi Valley is holding an upcoming yard sale, as well as a holiday open house on December 4th. Next, the Holiday on High Street event will take place on December 4th in Moorpark. Lastly, Janice Parvin, former mayor of Moorpark, is expected to soon be the new District 4 Supervisor.

Board Member Blum reported that he and Chair Fernandez attended the Google World Expo at the Valley Relics Museum. One interesting case study involved the adaptive reuse of the Covina Bowl bowling alley. In addition, Board Member Blum spoke with architect Allen Hess, who was involved in the design of the Oxnard Performing Arts Center, a likely eligible historic resource.

Board Member Schafer reported that the Dudley House in Ventura will be holding a holiday boutique. In addition, the San Buenaventura Conservancy has been involved with a residential project at the Ventura College United Methodist Church, involving its brutalist and Mid-Century modern event hall, as well as the Dizdar Park proposed project in Camarillo, involving a proposed alternative project to adaptively reuse a firehouse in the project area.

Chair Fernandez reported that he attended a seminar on Google architecture at the Valley Relics Museum. Chair Fernandez mentioned

books and information on the subject, including examples and near-examples of this architecture in Oxnard.

Other Board Members did not have anything to report.

8b. CHB Program Updates from Staff

Dillan Murray, Staff, reported that on November 1st, the Board of Supervisors unanimously approved the two recent Mills Act contract applications reviewed by the CHB. Next, the Edgington Oxnard derrick landmark and former refinery Point of Interest designations have both been recorded with the County. Next, Mr. Murray provided an update on the request for demolition of the E.E. Gerry Residence at 1057 Briggs Road, Santa Paula. The applicant is still exploring next steps and has not submitted any revised plans. In addition, the property owner of the Scarlett/McGrath Ranch has requested volunteers to help with potential public tours of the property. If anyone is interested, please let Staff know. Otherwise, Staff may look to schedule a future public tour at the property as part of a future CHB meeting, for those interested. Finally, Mr. Murray reported that Staff will be holding a refresher on parliamentary procedure in the future, as requested by the CHB. This will cover basics such as making a motion, seconding, discussions, and other frequently used motions and situations.

Tricia Maier, Staff, reported that the Governor's state of emergency is anticipated to end on February 28, 2023. As a result, the CHB will need to move to in-person meetings beginning in March 2023.

Board Member Schafer requested clarification on the at-large CHB Member appointments. Tricia Maier, Staff, noted that the vacancies will be posted by the Clerk of the Board of Supervisors and applications collected. Appointments would potentially be made early 2023.

9. NEXT MEETING

The next regularly scheduled meeting was reported to be November 28, 2022.

10. ADJOURNMENT

At 2:45 p.m., the Cultural Heritage Board was adjourned.

Chair
Cultural Heritage Board

ATTEST:

Dillan Murray
Cultural Heritage Program Planner

Date